

**SAN DIEGO UNIFIED DISASTER COUNCIL  
MEETING MINUTES  
August 17, 2017**

**1. CALL TO ORDER**

Holly Crawford called the meeting to order at 9:00 am and roll call was taken.

**2. ROLL CALL**

CARLSBAD  
CHULA VISTA  
CORONADO  
DEL MAR/ENCINITAS  
EL CAJON  
LEMON GROVE  
ESCONDIDO  
LA MESA  
IMPERIAL BEACH  
NATIONAL CITY  
OCEANSIDE  
POWAY  
SAN DIEGO  
SAN MARCOS  
SANTEE  
SOLANA BEACH  
VISTA  
OES

**MEMBER**

David Harrison  
Harry Muns  
Mike Blood  
Mike Stein  
Greg McAlpine  
Greg McAlpine  
Rick Vogt  
Greg McAlpine  
John French  
Manual Rodriguez  
Rick Robinson  
Mark Sanchez  
John Valencia  
Brett Van Wey  
  
Mike Stein  
Ned Vanderpool  
Holly Crawford

**3. CALL FOR PUBLIC INPUT**

There was none.

**4. APPROVAL OF MINUTES**

The minutes of April 20, 2017 were unanimously approved.

**5. NATIONAL PREPAREDNESS MONTH – Susan Asturias, OES**

A proposed Unified Disaster Council Proclamation designating September 2017 as National Preparedness Month was reviewed for consideration.

A motion was made to accept the proposal. The motion carried.

**6. SUBCOMMITTEE FORMATION: FINANCIAL DONATIONS MANAGEMENT – Holly Crawford, OES**

Recommendation that the council form a subcommittee to look a financial donation management program necessary for mass casualty incidents, particularly a terrorist type incidents. The subcommittee would look at a regional approach to donations management. There is a need to develop a method of donation collection and distribution of funds to victims. Some research has been done and one non-profit organization—National Center for Victims of Crime (specifically in place for incidents of crime) looks good. Other options will be researched by the subcommittee and a recommendation will be brought before the council for a vote at a later date.

Looking for four volunteers from the cities and one county representative. Volunteers are: John Valencia - San Diego, David Harrison - Carlsbad, Rick Robinson - Oceanside, Greg McAlpine - El Cajon.

7. **AMERICAN RED CROSS – SAN DIEGO REGION** – Victor Roosen, ARC

The fiscal year report for 2017 was given.

- Local preparedness activities include: installing smoke alarms, replacing smoke alarm batteries, partnership with the Burn Institute, Youth Pillow Case Presentations
- Local response activities include: Five shelter operations, home fire responses, families and individuals assisted, as well as canteen events

The Sheltering Program Review was presented:

- There are over 749 shelter facilities that can be utilized
- Total shelter capacity is 90,000 evacuees
- 40 containers and 15 trailers are pre-loaded with supplies and located strategically around the county
- Feeding agreements are set up with partner organizations to be ready
- 847 trained volunteers
- Mutual support planning and exercises with the 4 Southern California regions

8. **KNOW YOUR HAZARDS MAP** – Michael Robles, OES

A demonstration on the Know Your Hazards Map was shown.

9. **FEDERAL PROCUREMENT GRANT CHANGES** – Aimee Agle, OES

New Federal procurement guidelines applicable to non-Federal agencies went into effect December 2013. Local governments were permitted to delay implementation of these new rules. The County of San Diego DPC chose to implement these guidelines effective July 1 of this year.

Significant Changes:

- Additional documentation requirements such as rationale for the method of procurement, basis for price and contractor selection. Also, a cost/price analysis must be completed prior to solicitation for any project over \$150,000
- Simplified acquisition threshold \$150,000 – with a two quote requirement. Purchases under \$3500 do not require quotes, but must be considered reasonable
- Piggybacking and GSA's are generally not considered competitive procurements under the Uniform Guidance
- Pre-qualified contractor lists not considered competitive unless the list remains open for new qualification during the solicitation period.
- New contract language to be included in contracts for any federally funded projects.
- When purchasing using federal funds, follow the most restrictive policy of Federal, State or Local
- In some cases, the new requirements will result in additional time needed to set up contracts, which limits the amount of time to complete projects within the performance period of the grant
- OES is working with the County Purchasing and Contracting Department to ensure that our grant funded projects are in compliance and the timelines for setting up new projects are efficient and allow for sufficient time to complete the project prior to any grant deadlines

**10. REUNIFICATION PLANNING** – Cory Osth, OES

- In the last 5 years, over 75 million children have been affected by various catastrophic disasters. The purpose is to get a high level ConOps (Continuity of Operation) in place discussing the various groups, terminologies, and technologies used for reunification services.
- The term LAC (Local Assistant Center) is used by the county instead of FAC (Family Assistant Center)
- Many stakeholder groups met in person several times in 2016 to provide input for ConOps document
- Many different types of technology can be utilized: WebEOC, Google Person Finder, Facebook Safety Check, Twitter, Lost Person Finder, Finding Rover
- Reunification is a multifaceted issue – many population groups affected, many technologies involved, all with unique considerations

**11. HAZARD MITIGATION PLAN** – Tom Amabile, OES

An update on the Hazard Mitigation Plan was presented. Final revisions have been compiled – and reviewed by all cities. The revised plan will be sent to FEMA for review in September 2017. FEMA has promised a quick turn-around.

**12. MDU TRAINING VIDEOS** – Tom Amabile, OES

The training DVD project is completed. Each training segment is 10 minutes or less. The videos can be watched in one sitting or watched in segments. They are available online on Target Solutions for those agencies with a Target Solutions account. The Access and Functional Needs (AFN) training videos are also available on the Target Solutions website.

**13. EMERGENCY MANAGEMENT CREDENTIALING** – Stephen Rea, OES

The California Office of Emergency Services (Cal OES) in conjunction with the California Specialized Training Institute (CSTI) is developing a new career Credentialing Track to the Emergency Management Professional Development Program. This track charts the path for the future of emergency management in California by establishing professional standards and reaffirming the competencies needed by all individuals in the field of Emergency Management.

Also, Emergency Operations Center (EOC) Position Credentialing Program is available. This credentialing is for public, private, volunteer, and tribal emergency services personnel. The EOC Position Credentialing Program promotes and enhanced level of readiness and response for day-to-day emergencies and catastrophic disasters by ensuring qualified and competent staffing for Emergency Operations Centers.

**14. Cal OES REPORT** – Yolande Love, Cal OES

- Catastrophic Planning continues with scheduled workshops. Interested in participation from county and all stakeholders, especially cities
  - November 7 – Mass Care and Shelter Workshop. Incorporates mass care and shelter plans at all levels
  - February 22, 2018 Critical Lifelines Corridor Restoration Workgroup
  - April 19, 2018 Long Term Recovery Workshop
- Cal OES Grants workshops coming to San Diego County, September 7 Federal non-profit security grant in La Mesa
- Cal OES and the Department of Water Resources, Division on Safety of Dams will be sending letters to dam owners regarding Senate Bill 92 which is new legislation regarding inundation mapping and emergency action plan requirements

**15. UASI TRAINING COMMITTEE REPORT – Megan Beall, OHS**

Twenty trainings have been performed since April, 2017. Total personnel trained since January 01, 2017: 2024.

**16. URBAN AREA SECURITY INITIATIVE – Megan Beall, OHS**

FY-16: Currently in the middle of grant spending. Deadline to spend in 12/2017. Extension forms can be requested from Megan

FY-17: Received same allocation as FY-16. Award letters will be late this year

FY-18: Began planning process

**17. STATE HOMELAND SECURITY PROGRAM GRANT – Christina Davis, OES**

FY15: All reimbursement requests were due to OES on July 31, 2017 and all remaining funds have been reallocated. The City of Coronado's reallocation project to purchase a security camera for Glorietta Bay has been approved.

FY16: The current deadlines as well as the allocation breakdown for each jurisdiction were presented. All FY16 funds must be spent by May 31, 2018 and the reimbursement requests are due to OES by June 30, 2018. Reallocation application requests for FY16 will be sent out within the next month. OES received \$11,289 in overtime and backfill claims from jurisdictions that participated in the 2017 Coastal Warrior Exercise.

FY17: Cal OES released the funding allocations on June 15, 2017. San Diego received \$3,388,607 which is an increase of \$21,246 from FY16. This increase has been allocated to the next County of San Diego full scale exercise, as approved by the UDC Grant Subcommittee. Cal OES anticipates the FY17 award letter will be issued October 15, 2017. The award to jurisdictions will follow shortly after.

FY18: Cal OES has not received any information from FEMA on FY18 funding or application deadlines. We anticipate the application timeframe will be similar to FY17, which was due November 30

**18. EXECUTIVE REPORT, Holly Crawford, OES**

- A. Coastal Warrior Exercise Recap: On June 7 there were three venues: Naval Training Center, Carlsbad Safety Center, and Port of San Diego. On June 8 there were 14 EOC's participating. Over 1000 participants for both days.

Strengths: Dispatch representative on scene which worked well. SWAT/Bomb units were effective. Law and EMS communicated well. Unified Command worked together well. The triage of victims was good. The decontamination operations were efficient and effectively. EOC staff performed well. WebEOC worked well for some. Collaboration with State went well.

Improvements: Operational issues in rescue task force, early missteps of establishing unified command, Equipment issues—Blue jeans not working, harbor police and US Coast Guard have different protocols in accessing radioactive materials.

Next steps: Develop a regional best practice involving terrorist incidents, develop a quick reference guide, and continue to provide WebEOC refresher training, conduct regional trainings and exercises.

- B. Federal Update regarding the FY18 grant. The President's proposed budget calls for a 25% cut in the Homeland Security grant funding. There is a growing momentum to reduce costs

- of disasters funded by the federal government and placing more of the cost share on state and local level. It is undetermined what congress will propose related to disaster response.
- C. The Office of Emergency Services will be hosting an Open House on September 22, 2017 from 2:00-4:00 PM
  - D. Staffing Changes: Kim McDermott, Emergency Services Coordinator (ESC), has taken a position with Sempra Energy which creates an ESC position opening. Also, Rob Barreras moved to the position of Supervising IT Technician which opened another ESC position to fill. Theresa Vargas, Principal Admin. Analyst has promoted to another position in a different department. David Palomino, GIS, has promoted to another position in the county.
  - E. The Army Corp of Engineers has a need to store their Command and Control box truck. They are willing to pay rental fees. Contact Holly for details.
  - F. Chief Mike Blood, City of Coronado, is retiring and we wish him all the best.

19. **NEXT SCHEDULED MEETING** –, October 12, 2107, 0900-1100  
SD County OES 5580 Overland Avenue, Suite 100, San Diego, CA 92123

20. **MEETING ADJOURNED** – 10:40 AM