SAN DIEGO UNIFIED DISASTER COUNCIL
MEETING MINUTES
August 21, 2014

1. CALL TO ORDER

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

2. ROLL CALL

	MEMBER
CARLSBAD	David Harrison
CHULA VISTA	Jim Garcia
CORONADO	Mike Blood
DEL MAR/ENCINITAS	Dismas Abelman
EL CAJON	Rick Sitta
LEMON GROVE	Tim Smith
ESCONDIDO	Michael Lowry
LA MESA	Ed Aceves
IMPERIAL BEACH	Dean Roberts
NATIONAL CITY	Walter Amedee
OCEANSIDE	Felipe Rodriguez
POWAY	Dane Cawthon
SAN DIEGO	Javier Mainar
SAN MARCOS	Brett Van Wey
SANTEE	Richard Smith
SOLANA BEACH	Sherri Sarro
VISTA	
OES	Holly Crawford

3. CALL FOR PUBLIC INPUT

There was none.

4. APPROVAL OF MINUTES

The minutes of June 19, 2014 were unanimously approved.

5. NATIONAL PREPAREDNESS MONTH - Kim McDermott, OES

OES is coordinating events for National Preparedness Month, September, 2014. Please provide Kim with information on any activities you have planned for National Preparedness Month (safety fairs, public booths, and public presentations). A sample proclamation was distributed.

A proposed Unified Disaster Council Proclamation designating September 2014 as National Preparedness Month was reviewed for consideration.

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

6. OPERATIONAL AREA EMERGENCY - Marlon King, OES

The Operational Area Emergency Plan is updated every four years. The goal was to have updates reflect current operations, advancements in capabilities. The May wildfires provided agencies the opportunity to compare their annex to real-world events and update them accordingly.

After the lead agencies and their annex committees spent time revising their annexes, the OA EOP Review committee spent time reviewing and providing feedback on each of the annexes. Additionally the committee conducted an all-day meeting to address outstanding items and consensus input for all documents.

Based on committee suggestions, lead agency's provided clarification on the outstanding items. One of the significant things the review committee addressed was the need to incorporate more language that clarifies jurisdictional authority and the County's role. This language has been reflected throughout the document.

The OA EOP was distributed to all UDC members in DVD format.

A motion was made to approve the Operational Area Emergency Plan. The motion carried.

7. **OPERATIONAL PLAN SHSP FY13 REALLOCATION OF FUNDING** - Brian Lewis, OES

- A new competitive reallocation process was implemented last year
- A total of $277,757 from FY11 and FY12 SHSP was returned to region
- All submitted projects were funded with no remaining funds to purchase Sheriff's radios
- The anticipated amount for FY13 SHSP Grant is between $20,000-$60,000
- The reallocation process and request submittals were reviewed
- 12 jurisdictions submitted requests for a total of 21 projects
- The projects were scored and ranked by the Reallocation Sub-Committee

A motion was made to approve the recommendation from the sub-committee for the use of reallocated FY-13 State Homeland Security Grant program funding.
The motion carries.

8. **THIRA –** Jeff Pack, OHS

The Regional Security Strategy and Core Capability Workshop kicks off the process of updating the Threat Hazard Identification Risk Assessment (THIRA). The THIRA is updated annually for submission to CalOES and Department of Homeland Security. The San Diego Urban Area Homeland Security Strategy is updated every two years. Both documents are key elements in the strategic planning and risk management processes. The updating process will begin as OHS has scheduled a Core Capabilities Workshop on August 28 from 9-2pm. Representatives from all agencies have been invited. Assembled experts will assist evaluation and gap analysis to the 31 FEMA core risk factors.

9. **METRO MEDICAL STRIKE TEAM** - Les Gardina, EMS

A presentation was requested to address the current status, gaps, and the future of the MMST. A presentation was shown and current status updated. Questions were raised about training, a strategic plan, and funding sources.
More structure and clarification regarding the Strategic Plan was requested for the Fall UDC meeting.

10. **REGIONAL VEHICLE TRAINING PLAN** – Tom Amabile, OES

- The proposal presented called for one class per shift for each agency housing a vehicle. The total cost, without overtime or backfill would be $61,488.
- It was suggested that we reduce the number of classes to lower the cost.
- The new proposal would provide three classes for the MDU (one per shift) with the hosting agencies attending training at a central location. An option would be to conduct one class at each hosting agency.
- For the MCAs the number of classes would be reduced to 6, with two regional classes per shift each class consisting of three hosting agencies coming together for a class.
- Total cost for this training would be $8,496 for the MDUs and $12,000 for the MCAs for a total of $20,496.

11. **EXERCISE RECAP - BAYSHIELD** – Tom Amabile, OES

- The USCG conducted a Functional maritime security exercise on July 23. The scenario was a dirty bomb being smuggled in inside a commercial container at the 10th Avenue Marine Terminal.

- This was the first time that the USCG has used the OA EOC as their command center. One of the exercise objectives was to test the feasibility of this.
- The objectives of the exercise were to test notification protocols; establish a unified command and validate the agencies designated to participate in that UC; provide public information and conduct a press briefing.
- Participants included USCG, San Diego OHS, SDPD , ICE, FBI, OES, Port District, Harbor Police, Dole
- The exercise was very successful. All objectives were met. We did validate the feasibility of use of the OA EOC by the USCG.

12. **REGIONAL PUBLIC COMMUNICATIONS PROTOCOL** – Mike Davis, OES

The Emergency Managers working group met on July 1 to discuss the creation of the Regional Communications Protocol. A subcommittee was formed to assist in drafting the initial version. The document has been reviewed by both the Emergency Managers and the jurisdictional PIOs. The document was presented to the UDC as a coordinated release of public information during OA EOC activation.

What the document is NOT intended to do:

1. It is not intended as a binding document.
2. It is not intended to address information that has not been vetted nor does it address intelligence gathered for the purpose of providing situational awareness.
3. It is not intended to alter the structure of jurisdictional authority.
4. It is not intended to alter the way jurisdictions operate their EOCs or utilize their PIOs.

What the document IS intended to do:

1. It is intended to serve as a blueprint to address the gaps in the coordination of public-facing information, as identified in the After Action Report for the May 2014 fires.
2. It is intended to serve as a living document, reflecting existing and accepted processes and procedures (as outlined in Annex L of the EOP), with the flexibility to be adapted as needed for real-world, hazard-specific utilization.
3. And finally, it is intended to reaffirm the need and desire for cohesion, coordination and consistency in the gathering, sharing and distribution of public-facing information.

13. **ADVANCED RECOVERY INITIATIVE** – Bennett Cummings, OES

Initiative made up of several different components designed to increase the speed of implementing a recovery, returning residents to home, work, and school. Among the components of the ARI are the Public Works and Building Inspection Mutual Aid Agreements.

- Needs - Additional volunteers are needed for surge capacity for 2-1-1 and sheltering operations. The plan is to double the number of active and trained county employee disaster service workers from 200 to 400.
- All Public Employees in California are Disaster Service Workers. Instead of mandating roles to people day of a disaster, or even prior to an event, the ARI is recruiting volunteer county employees that are genuinely interested in the assistance they can provide.
  ARI is pre-identifying these personnel, and pre training them, so when activated they more readily and capably respond.
- Recruitment started this week.
- Goal is to add 150 new 2-1-1 operators on top of approximately 60 San Diego County operators. Also, add 100 more trained LAC personnel on top of the 150 current workers
- Future goals: Approximately 600 more trained Shelter team members over next 3 years.

14. **EMERGENCY RISK COMMUNICATIONS PLAN –** Kim McDermott, OES

We have been working on a targeted outreach to six language groups (Arabic, Chinese, Filipino, Korean, Vietnamese, Latino) as well as two refugee communities (Somali and Kirin). We are also reaching out to homeless populations. We are creating a partner relay system with faith based organizations, ethnic media, and community based organizations whereby these partners are

invited to take emergency information from SDCountyEmergency.com and our other outlets and translate and disseminate information to their communities. We currently have 204 partner groups. Our goal is reach 300 groups by the end of December.

15. **WILDFIRE PREPAREDNESS CAMPAIGN –** Kim McDermott, OES

- The wildfire preparedness campaign will take place during the current 2014 fire season, specifically from September 22 to October 31, 2014.
- After reviewing proposals from media firms the committee selected Ad Ease. Draft campaign tag line is *Get Fired Up San Diego.*
- Marketing/advertising objectives are to generate awareness and inspire action such as create defensible space around your homes, have a family disaster plan, put together an emergency kit, register for AlertSanDiego, and download the SD Emergency App.
- The target audiences are San Diego County residents who live in those zip codes most susceptible to wildfires (wild land-urban interface) with a special emphasis on those in the unincorporated County and vulnerable populations including non-English language speakers and those with access and functional needs.
- The mixed media package includes public service announcements for television, radio, and cinema, online video, social media, bulletin boards, posters at bus shelters, direct mailing, and interviews.
- The mailer will go to residents who live in the unincorporated areas of the county and will promote defensible space and AlertSanDiego.
- The public service announcements are titled: *Is Your Home Ready* and *What Will You Grab*?
- Each piece of the campaign directs people to register for Alert San Diego and download the SD Emergency App.
- The goal is to reach as many people as possible, especially in our target audience, to remind and teach them of the importance of being prepared for disasters and peak fire season. We want them to know how to prepare, where to get emergency information and the importance of timely evacuations

16. **VHF RADIO SYSTEM** – Javier Maniar, SDFD

- Integrated communications are a core value component of the fire incident management system.
- Integrated communications systems and plans should be in place prior to initial attack response.
- Most local government fire agencies utilize the 800 MHz Regional Communications System
- Several other agencies us VHF or UHF for daily use.
- These networks are robust and adequate for day-to-day incidents but do not lend themselves well to extended attack wildland incidents where out of county resources are utilized that do not have local 800 MHz capabilities.
- The California Fire Service has developed standards for wildland fire communications that focus on the VHF-High spectrum.
- Recommendations include: support the need for an expanded local government VHF system, establish a network of VHF Command and tactical frequencies necessary to support incidents, authorize resources necessary for County of San Diego (Sheriff's WSD) to begin immediate planning and implementation to address new VHF requirements.
- The next steps are to present at County Fire Chiefs Meeting, task a group to review VHF study and refresh cost data, identify funding mechanisms, assign responsibility for implementation.

17. **URBAN AREA SECURITY INITIATIVE UPDATE** – Kate Jackson, OHS

Currently we are working with the FY-13 grant. We are spending as planned and till end of November. A milestone extension was applied for.
FY-14 application was submitted in August and questions from the state are being addressed. Watch for an email the end of August regarding jurisdictional training.

18. **STATE HOMELAND SECURITY PROGRAM GRANT UPDATE** – Brian Lewis, OES

FY13 SHSPG

- The next and final modification requests are due to OES by September 5. This will be the last opportunity for jurisdictions to make adjustments to the workbook.
- The final deadline to spend your jurisdiction's allocations for FY13 is November 30, 2014 and the final date to submit reimbursement requests is December 31, 2014.

FY14 SHSPG

Tentatively, we are still on track to receive the award letter from Cal OES in late September or October. The FY14 SHSP grant is schedule to be awarded to the jurisdictions sometime between October and December. The timeframe is dependent upon Cal OES' award date and the County Board of Supervisors approving the acceptance of the funds to the region.

19. **EXECUTIVE REPORT** – Holly Crawford, OES

A. Exclusive Use Helicopter – The Request For Proposal (RFP) is on track and ends on Friday. The usage time frame is September 1 through October 31, 2014 with an option to extend.
B. AlertSanDiego Map – We are working with Deaflink to create a link for Accessible Alert San Diego to utilize American Sign Language on video clips to get visual depiction of evacuation areas. We will get a visual depiction (shape file) that we can share immediately.
C. Rte PM – Evacuation Simulator – Is an evacuation simulator software program. We are finalizing a request form that we will send out to each city requesting three evacuation scenarios for your city that we can run through. Your city liaison (from OES) will be meeting with you to run those scenarios.
D. NIMSCast Data Collection – Each jurisdiction will receive a survey (Excel spreadsheet with questions). Please fill out and return to OES to compile the data. October 20 is the deadline for submission.
E. WebEOC Training – Reminder that the 2015 schedule is included in each packet.
F. Cyber Disruption Plan – Introduced draft of Annex. Please review concept of Cyber Disruption Plan. There will be TTX coming up and late September will be the next meeting.
G. Adam Aaron was introduced as the GIS mapping expert who is on contract with OES.
H. Shelter Worker Training Booklet – Instructors Manual was distributed to each city.

NEXT SCHEDULED MEETING – October 16, 2014 0900-1100
SD County OES 5580 Overland Avenue, Suite 100

MEETING ADJOURNED- 10:59 AM