

CENTRAL VIRGINIA EMERGENCY MANAGEMENT ALLIANCE Planning Committee



Wednesday, March 15, 2017, 10 am | WebEx

Minutes

In attendance:

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| Beverley Brandt, Colonial Heights | Anna McRay, Henrico, Chair |
| Lori Dachille, VDEM | Rick Opett, New Kent |
| Jeff Hutchinson, Dominion Energy | Kathy Robins, RRPDC |
| Sherri Laffoon, Chesterfield | Ben Ruppert, Hopewell |
| Anthony McLean, Richmond | Brittany Schaal, U of R |

1. **Welcome and introductions.** The Chair, Anna McRay called the meeting to order.
2. **Approval of January 18, 2017 Meeting Minutes.** Beverley Brandt moved approval, Brittany Schaal seconded. Motion carried without further discussion.
3. **Old Business**
 - **THIRA | Award amount: \$37,000 | FA: RRPDC | Deadline: March 31, 2018** | Eleven localities from CVEMA have opted to participate. Cat Atcheson/Dewberry is finalizing the survey on hazard likelihood and vulnerability to be sent out to participating localities. The Chair brought the draft survey up on the screen and went over it, inviting suggestions for additional hazards to include or other edits. Ms. Schaal reported that during their THIRA process, they spelled out additional technological hazards, including fuel supply disruption, cyber failure, dam failure, and information systems and/or telecommunications disruption and failure. She reported that the Kaiser Permanente approach to the hazard identification process could be very helpful here for localities. She will share this link. Rick Opett agreed, reporting that for the New Kent THIRA, breaking out utilities issues in more detail was helpful. The Chair will send these changes to Ms. Atcheson. Next meeting on the THIRA will be May 18 after the CVEMA meeting at Libbie Mill Library in Henrico. This meeting will include prioritizing identified hazards. The second meeting will be to develop scenarios and assess capabilities and will take place in June. The Chair will secure a location for the all-day follow-up workshop. She will include Fire, PD, Public Works, Public Utilities departments in this 2nd meeting.
 - **Regional Assessments**
 - **Port Security** | Next meeting: April 25 at Mariner's Museum in Newport News. Lori Dachille reported plans to adjust approach. The Chair will get an update on this initiative.
 - **FEMA James River Assessment** | The Chair reported that FEMA Region III has been working on a re-evaluation of the Lower James to update flood risk maps. Last meeting was in September. Ms. Dachille reported that she and Danielle Progen have been brought into this project that others at VDEM are working on. She will report back when she knows more. She

is hoping to arrange for FEMA representative to present at the June or July CVEMA meeting on the project. Trying to get some flyers to hand out at VEMS next week.

- **Hazard Mitigation Plan Update** | Draft update is being reviewed at VDEM. Conference call scheduled for this afternoon including VDEM, Dewberry, and the RRPDC. Group will discuss issues from VDEM's review of the draft. Danielle Progen will be sharing 2 documents: one containing formatting/grammatical/typographic issues and one covering the document review based on FEMA's HMP plan review tool as well as feedback from FEMA to Hampton Roads on their recent HMP update. This is meant to ensure the plan meets FEMA requirements and will be approved once it is submitted to FEMA. Ms. Progen will share feedback with this committee. This should NOT change the timeline or result in participating localities being penalized.
- **Regional LEPC Planning Template** –Ben Ruppert reported that he has been unable to get a template from AdvanSix through the Hopewell LEPC. He will schedule a meeting of one of the LEPC subcommittees to pursue drafting such a template.
- **Regional LEPC Meeting** – Date: Wednesday, April 26, 2016, 5:30 pm at Confederate Hills Recreation Center in Highland Springs in eastern Henrico. Eighteen people have registered so far. Room capacity is 75. The Chair will send out a reminder and ask that EMs coordinate with their LEPCs on who should attend. It should be safe open up registration a bit. The Chair okayed a request from Anthony McLean to bring some of his interns. The Chair has set aside seats for VDEM, including for Ms. Dachille, Ms. Progen, Robert Paxton, and Dr. Stern.

Tentative Agenda:

- **I 95 Gasoline Spill**
- **Hopewell Water Incident**
- **Henrico Marina Fire and UAS**
- **NWS Assets for Hazmat Response**

Mission Barbecue has quoted \$10/person for a total of approximately \$750. The Chair requested assistance with finding partners to help defray this cost. She is reaching out to Dominion Energy.

- **CVEMA Calendar & Programs** | Ms. Robins will send out the CVEMA meeting calendar to local EMs and request volunteers to host and suggestions for programs. She offered a list of possible programs: UAS/Darren Goodbar, VDEM; Critical Infrastructure/Stacie Neal, OPSHS; VOAD/Norm Gold/Aaron Lee; Plantation Pipeline/Anna McRay; Army Corps of Engineers; Piedmont SAR; Statewide Sheltering Plan Draft/Dawn Brantley, VDEM. The Chair suggested Team Rubicon. She will check with Amanda Reidelbach for a contact.

The group agreed to change our regular meeting time to 2 pm. Also, because the April 19 meeting falls during the National Hurricane Conference and VDEM classes, the group agreed to cancel it.

Next meeting will be May 17 via WebEx.

4. New Business

- **FY17 SHSP Grants** | The Chair brought up VDEM's 3 new state priorities from the Stakeholders' Briefing: CERT Programs, Interoperability, and UAVs. There was some confusion among those on the call, with several people reporting hearing a different set of priorities that did not include CERT, but did include Cybersecurity. The discrepancy seems to be between the Region 5 and Region 1 briefings. At the Region 5 briefing, priorities were CERT Programs/Public Outreach, Cybersecurity, Interoperability, and UAVs. At the Region 1 briefing, CERT programs were not listed among the state's priorities. Lori Dachille will confirm with Cheryl Lee. Sherri Laffoon proposed that we submit a grant application for Regional CERT Training and Exercise. Ms. Dachille reported that she has been tasked by VDEM Public Affairs with drafting a CERT change letter covering what is and is not allowed in the grants and covering initiatives of the CVEMA Regional CERT group. She will share with Ms. Laffoon and Beverley Brandt for review before sending. The Chair advised that it should also go to Anthony McLean as Chair of the Public Outreach

Committee.

The Chair expressed surprise that Sheltering was not among the state's priorities. She is forwarding a project proposal submitted by Kate Hale/James City County last year and was awarded funding to do shelter assessments for generator quick connects. Wondering if CVEMA localities might wish to submit such a project. Mr. McLean proposed she send the proposal to Paul Hundley as Chair of the Mass Care and Human Services Committee (MCHS). Ms. Robins reported that the MCHS had planned not to submit another application for shelter supplies and equipment, but it turns out that Hanover wants to get a pet sheltering trailer. Ms. Robins will be sending out an email to determine which localities still need shelter supplies and equipment and would participate this grant cycle. If no other localities wish to participate, Hanover will submit an individual application. This project could request a letter of support from CVEMA, as all individual projects may.

The Chair asked Ms. Robins if she will be drafting the Regional Emergency Management Planning Support grant application. Ms. Robins answered in the affirmative. She reported that the RRPDC has received notification of reallocated funds that Chesterfield did not expend from their Shelter Supplies & Equipment grant so it IS possible to request to reallocate your unexpended funds to the REMPS project. You will need to send an email to Cheryl Lee with your request. Ms. Robins will ask VDEM Grants if it is possible to get an extension beyond the project's existing deadline of June 30, 2017. The Chair reiterated that there *is* support for the position at VDEM and they are working hard to ensure it is funded. Ben Ruppert has presented to both the RRPDC and Crater PDC on the possibility of securing some funding from localities. None has objected so far but the proposal is still being considered. There is also a meeting of the CVEMA Executive Committee and the Executive Director of The Community Foundation (TCF) to talk about setting up an account at TCF to accept contributions for the position as well as for other purposes for CVEMA and member localities.

5. **Open discussion, comments, announcements**
6. Next meeting will be May 17, 2017 at 2 pm via WebEx.
7. The meeting was adjourned at 11:11 am.

Respectfully submitted,
Kathy Robins