

# CENTRAL VIRGINIA EMERGENCY MANAGEMENT ALLIANCE Planning Committee



Wednesday, January 16, 2019 @ 2 pm | WebEx & RRPDC

## Minutes

### In attendance:

**Anna McRay, Henrico, Chair**

Katie Moody, RRPDC

Sherri Laffoon, Chesterfield

Doug Gagnon, VDEM

Beverly Brandt, Colonial Heights

Donna Pletch, VDEM

Ben Ruppert, Hopewell

Bob Jensen, Ascenttra

David Short, Ascenttra

Sharon Wielechowski, Ascenttra

Bill Hershman, Ascenttra

### 1. **Welcome and Introductions.** Anna McRay called the meeting to order at 2:00pm.

#### **Old Business**

- **Hazard Mitigation update.** Doug Gagnon reported that he still does not have any response from Jarratt or Petersburg. The Southside PDC is beginning meetings to update their HMP.
- We also received the Resolution Letter from County of Surry. Doug reported that he forwarded this to the Regional Planner in Region 5, as that is where Surry resides.
- We are still looking in to whether we can remove the “pending adoption” portion on the RRPDC website. We are unable to get much information from FEMA now due to the government shutdown.

### 2. **New Business**

- **FY17 THIRA Project Update – Initial Planning Meeting w/ Ascenttra.** David Short from Ascenttra introduced the planning team who will be working on the FAC/JIC project.
  - Ascenttra will create two Regional Frameworks for FAC and JIC. The frameworks will net be limited to 5 functions, positions, etc as originally set in the scope. Anna McRay noted that all the localities are quite different in size, population, etc. Some localities have established plans with different staffing capabilities whereas others do not.
  - The plans will be more like core plans with “fill in the blank” that could be applicable across all localities. The plans could also serve as

“gap analysis” in the sense that they could be applied against the capabilities of a region to determine where gaps and lacking resources are. The gap analysis could also identify other training and resources that could be needed for positions within the plans.

- Katie will plan to collect all currently existing plans, AAR’s, MOU, reports, etc from localities to share with Ascenttra. She will be the primary reporting contact for Ascenttra and for program management.
- Donna noted that she could list a state list of PIOs as well as any state plans. She will forward these through Katie.
- **Strategic Plan.** Anna reported that she is not had a chance to integrate comments from the Chairs into the Strategic Plan. We will probably push it off one month.
- **Future Grant Opportunities/Planning Projects** – Our next planning project will be the Regional Recovery Plan. This will start April 2019 (FY18). We will probably wait until we kick off the JIC/FAC plans before we begin the RFP for the Regional Recovery Plan. Anna also recommended that the committee begin thinking about what kind of planning projects they would like to apply for in FY19.
- **Other discussion**
  - CVEMA meeting will be held tomorrow morning at Wegman’s in Short Pump. Ascenttra will also be present to introduce themselves to the group.

**3. Adjourn** – Anna ended the meeting at 2:00pm.

**Next meeting: Wednesday, February 20th, 2019, WebEx**