

**Quarterly Meeting
Minutes**



**Sacramento Regional
Office of Homeland Security**

Sacramento UASI ♦ Sacramento UAWG ♦ Sacramento CCIC

Urban Area Working Group

Thursday, September 19, 2013

1000-1200

Sacramento Police Department, Hall of Honor

Attendees:	Attendee Name	Present	Attendee Name	Present
		Tom McDonald (WSPD)		Rev. Linda Smith (SRCCC)
	Joseph Jackson (SFD)	x	Kurt Henke (SMF)	x
	Robert Lehmer (EGPD)	x	Cynthia Renaud (FPD)	x
	Marcus Reed (RFD)	x	Melody LaFond (CCIC)	x
	Bill Johnson (SSD)	x	Lloyd Ogan (SFD)	x
	Dana Matthes (SPD)	x	Deanna Stevens (WSPD)	x
	James Hendrickson (SPD)	x	Tod Sockman (WSPD)	x
	Herb Brown (CCIC)		John Michelini (CFD)	x
	Dr. Olivia Kasirye, MD (SCPH)	x		
x Indicates present				

Minutes

WELCOME AND INTRODUCTION

Chief Sam Somers: Welcomed the UAWG attendees and thanked everyone for their participation. Chief Somers continued with a brief history of the past UASI grant and what we have learned in order to make this new UASI more successful.

Chief Henke: Thanked Chief Somers for the additional fire representation on the board. However, he believes there should be three fire chiefs and three police chiefs within the urban area in addition to the regional representation as a matter of fairness.

DC Matthes: Currently working with Cosumnes Fire Chief Tracey Hansen to establish additional fire representation on the board.

REGIONAL EOC UPDATE

DC Matthes: Working on establishment of an EOC at the Sacramento City Police Department Communication Center, 7397 San Joaquin Street, Sacramento, CA 95820

UASI STATUS REPORT

Lt Hendrickson: Discussion of the Threat Hazard Identification Risk Analysis (THIRA) document which is required to be submitted to FEMA by Tuesday, December 31. Additional discussion of the Multi-year Training and Exercise Plan (MTEP) which is required to be submitted to FEMA by Friday, September 27. Lt. Hendrickson continued the report with a break-down of the CalOES application packet which outlines expenditures of \$2.49million in UASI grant award.

Chief Henke: Initiated conversation regarding the personnel costs associated with the grant.

Chief Matthes and Lt Hendrickson: Explained that the goal of the grant is to put out as much training as possible. These goals are as a result of the findings from the regional capabilities gap analysis report. There was additional discussion regarding in kind personnel contributions by the Sacramento County Sheriff's Department and the Sacramento Police Department.

TRAINING AND EXERCISE PLANNING WORKSHOP (TEPW)

Ofc. Laura Peck: Briefed the group of the Multi-year Training and Exercise Plan that was developed from this workshop that was conducted on September 4, 2013. This workshop was attended by representatives from numerous regional entities. The report was distributed and is intended to be a roadmap for the training and exercise activities conducted through the performance period of the grant. Specified courses to be delivered in accordance with this plan may be adjusted based on the evolving training and exercise needs of the region.

Chief Reed: Proposed that we review the MTEP and refine the training courses in order to deliver the most relevant training.

Chief Renaud: Followed up with the idea of coordinating each Department's proposed training courses with the UASI and integrating them within the UASI training requirements.

REGIONAL OPPORTUNITIES

Lt Hendrickson: UASI is seeking a full time exercise planner with HSEEP knowledge with the intent of them being co-located with the current UASI team. This opportunity is being offered to the regional partners in order to build regional cooperation. The position will be reimbursed by grant funds and will be in place until at least June 30, 2015. This item was discussed by the UAWG and further actions anticipated during next steps. UASI has budgeted \$180,000 to support this project.

Lt Hendrickson: UASI is also seeking a part time coordinator for the statewide Digital Sandbox project with the intent of them being co-located with the current UASI team. This position would be responsible for integrating Digital Sandbox into the regional first responder organizations and expanding the use of the DS7 modules. Chief Renaud expressed an interest in taking on this position since they have had some beneficial experience with Digital Sandbox in the past. UASI has budgeted \$63,100 to support this project.

The UASI Risk Manager, Craig Mohar, will be following up with the Digital Sandbox coordinator position scope of services. Mr. Mohar will also be contacting regional representatives regarding a presentation on the THRIA process.

FY2013 UASI GRANT FUNDING

Lt Hendrickson: Informed the UAWG that the UASI anticipates release of the grant funds sometime in October 2013. The performance period will end June 30, 2015. The information regarding the potential award of FY2014 UASI grant funds will be dependent on the Sacramento regions placement on the Sacramento Metropolitan Statistical Area (MSA) ranking. Sacramento moved from #38 to #23 nationally on the 2013 MSA ranking. The top 25 MSAs receive UASI funding in 2013.

Chief Renaud: Reinforced the need for a forward looking UAWG with collaboration between all involved Departments as well as a strong THIRA to increase the chances of additional funding.

UAWG consensus was to conduct a THIRA specific briefing to the regional stakeholders in order to present the most compelling and complete risk assessment in the 2013 THIRA.

NEXT STEPS

- 1) UAWG will review UASI footprint
- 2) UAWG to receive a copy of UASI funded positions and scope of services.
- 3) Digital Sandbox company representative will be presenting a briefing to regional partners on both the DS7 platform and the development of the THIRA
- 4) Craig Mohar will be setting follow-up meetings with agency representatives regarding the risk assessment process and THIRA planning.