

Region 6 Homeland Security Planning Board

“Community Preparedness through Regional Collaboration”

Lou Hunt, Board Chairperson

Ottawa County Emergency Management, 12220 Fillmore Street, West Olive, Michigan 49460, 616-738-4050, lhunt@miottawa.org

Abby Watkins, Board Vice Chairperson

Newaygo County Emergency Services, 306 S. North St., White Cloud, Michigan 49349, 231.689.7354, abbym@co.newaygo.mi.us

Allison Farole, Board Secretary

City of Grand Rapids, Emergency Management Administrator, 38 LaGrave Avenue SE, Grand Rapids, MI 49503, afarole@grand-rapids.mi.us, hsregion6@gmail.com

Citizen Corps – Abby Watkins

Leah Delano & Liz Reimink, Chairs R6 Sub-Committees

REGION 6 EXECUTIVE COMMITTEE City of Big Rapids Department of Public Safety 435 N. Michigan Ave, Big Rapids, MI

December 5, 2022 – MINUTES

- I. **Call to Order:** The meeting was called to order by Chairperson Lou Hunt at 10:05am
- II. **Roll Call**

(Voting Members)

X	Lou Hunt – Chairperson	X	Abby Watkins – Vice Chairperson
A	Allison Farole – Secretary	X	Leah DeLano
X	Liz Reimink (Mason County)		
	A = Absent X = Present		P = Proxy CC = Conference Call

(Guests – Non-Voting Members)

X	Amanda Frifeldt (WMRMC)	CC	Julie Adams (Isabella County)
X	Katherine DeVoursney (WMRMC)		
X	Lt. Orville Theaker (MSP/EMHSD)		

III. **Approval of Agenda**

- Recommendation by: Lou Hunt
- Seconded by: Liz Reimink
- Discussion: None
- Vote: All in favor

IV. **Approval of Minutes**

- Recommendation by: Lou Hunt
- Seconded by: Liz Reimink
- Discussion: None
- Vote: All in favor

V. **Committee Reports**

- AAF Report
 - i. FY20 AAF for Lake County 800 MHz LE Radio Project (\$4,400)
 - Motion: Abby Watkins

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- Seconded by: Lou Hunt
- Discussion: Concerns over the timeline due to the need for advanced funds; Lake County EM Patrick was called to help clarify. The AAF was submitted by 12/1 deadline. He will submit his advanced request to Amanda as soon as possible; he was alright with these funds moving to the Region 6 Clean-up if it looks like this project will not be able to be completed by the required deadlines.
- Vote: All in favor
- **Action:** Add this item on to the December Board agenda
- ii. FY20 AAF for Lake County 800 MHz LE Radio Project LETPA (\$10,888)
 - Motion to Approve: Lou Hunt
 - Seconded by: Abby Watkins
 - Discussion: See notes on discussion above in section i.
 - Vote: All in favor
 - **Action:** Add this item on to the December Board agenda
- iii. FY20 Clare County 800 MHz Radio Project LETPA (\$19,016)
 - Motion to Approve: Liz Reimink
 - Seconded by: Abby Watkins
 - Discussion: This AAF is the “alternative project” proposed if it begins to look like Clare County’s rescue boat project will not be able to happen by the required deadlines. Also discussed was the idea of creating one AAF specifically for radios, since many counties create similar AAFs each year. Will seek input at the next Planning Board meeting on 12/12/22.
 - Vote: All in favor
 - **Action:** Add this item on to the December Board agenda, as well as the proposal of creating one Regional Radio AAF to occur annually
- iv. FY20 AAF for Oceana County Community Preparedness Project (\$3,560)
 - Motion to Approve: Lou Hunt
 - Seconded by: Abby Watkins
 - Discussion: None
 - Vote: All in favor
 - **Action:** Add this item on to the December Board agenda
- WMRMC Report (Amanda)
 - i. Updated FY22 allocation spreadsheets and FY22 workbooks were sent out last week to counties

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- ii. Copy of signed FY22 HSGP was emailed out to counties for their records
- iii. Advanced funds for the FY19 Regional Project were received, and will be purchased this week
- iv. Amanda will be attending the 12/12 PB meeting virtually, Katherine in-person
- Regional Planner & Regional Coordinator Report (Leah/Lou)
 - i. None
- Region 6 Sub-Committee (Liz)
 - i. Regional THIRA
 - Lt. Theaker will send info to Amanda & Katherine about an upcoming THIRA training happening in Lansing in either Jan/Feb 2023
 - THIRA meeting in Lansing will be held on 2/10/2023
 - When THIRA is accomplished, we will need to set in place a process that will allow us to easily keep it up to date and consistently use it

VI. Action Items/Updates

- None

VII. New Business

- CIKR Expectations and Due Dates
 - i. Urge counties to submit theirs as soon as it is completed
 - R6 Deadline: Submit to Katherine by January 13, 2023
 - State Deadline: February 1, 2023
 - **Action:** Add these deadlines to the PB meeting on 12/12
 - ii. Information is needed about the following sectors:
 - Banking
 - Defense Industrial
 - Commercial
 - Government Facilities
- Verify no AAFs for FY20 will be accepted after December 1
 - i. Amanda confirmed that they will not
- AAF changes due to EHPs
 - i. EHPs are now required to be submitted before its corresponding AAF
 - **Action:** Add this to the 12/12 PB Agenda
 - ii. Clarification on this change will be sought by Lt. Theaker
- NPA Sub-Committee (Leah)
 - i. At least 4 volunteer EMs have committed to attending
 - ii. Discussion of sub-committee vs. workgroup

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- It was decided to keep this as a sub-committee
- iii. This committee will make recommendations and presentations to the larger R6 PB, but the PB will have the final vote and input
 - **Action:** Add this to the 12/12 agenda
- Voting for At-Large Members
 - i. Saginaw Chippewa Tribe & City of GR interviewed on 11/28
 - ii. Voting will take place at the PB 12/12 meeting
 - Will give everyone the option to recuse themselves if they would like to
- FY23 Meeting Dates
 - i. **Action:** Add these FY23 dates to the 12/12 PB meeting agenda:

Executive Board	Planning Board
January 9	January 23
February 13	February 27
March 13	March 27
April 10	April 24
May 15	May 22*
June 12	June 26
July: TBD**	July 24
August 21*	August 28
September 11	September 25
October 16	October 23*
November 13	November 27
December 11	December 18*

**Denotes a Monday that falls outside the normal 2nd/4th Mondays*

- ii. Katherine will reach out to the City of Big Rapids Public Safety office to reserve the conference room on these dates
 - **July Exec Board meeting originally on 7/10 conf room is booked
- Kick-off budget discussion
 - i. FY22 Grant Funds Breakdown
 - Total Award: \$991,312.00

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- Regional Grant Allocation: \$235,430.00
- Local Grant Allocation: \$706,317.00
- M & A: \$49,565.00
- ii. National Funding Priorities
 - 30.00% of total Region 6 budget
 - a. Enhancing Soft Targets: 3.53%
 - b. Enhancing Information Sharing: 6.21%
 - c. Combating Violent Extremism: 3.00%
 - d. Enhancing Community Preparedness: 11.71%
 - e. Election Security: 0.00%
 - f. Cybersecurity: 5.55%
- iii. County Allocations
 - Proposing allocating 21.1% from each county to accomplish the NPA funding priority projects for Region 6
 - **Action:** Add this proposal to the 12/12 PB Agenda, Planning Board will discuss at that time and if any adjustments would like to be made
 - Voting on a proposed budget tentatively scheduled for the Jan. PB Meeting on 1/23/2023
- iv. See attached budget proposal for exact monetary breakdown

VIII. Open Discussion

- None

IX. Public Comment

- None

X. Adjourned at 11:17 am

Region 6 Homeland Security Planning Board
 FY 2022 Budget Worksheet Draft 12/07/2022

	<u>FY 2022</u>	Sept. 1 2022 to May 31 2025				
Total Award Amount	\$991,312.00					
Regional Grant Allocation	\$235,430.00					
Local Grant Allocation	\$706,317.00					
M & A	\$49,565.00					
	Budget	% of Total				
M & A (Not subtracted from Regional Allocation)	\$49,565.00	5.00%				
Governance (Subtracted from Regional Allocation)	\$2,000.00	0.20%				
	\$51,565.00	5.20%				
Planning (Contracts through WMRMC subtracted from Regional Allocation)						
Regional Project Coordination	\$51,773.00	5.22%				
Regional Planner	\$12,000.00	1.21%				
Regional Recording Secretary	\$10,000.00	1.01%				
	\$73,773.00	7.44%				
Regional						Percentage of need
Citizen Corp	\$4,250.00	0.43%	\$0.00	Funding Priority Requirement	(\$155,407.00)	Balance needed to meet
Regional Grant Allocation for FEMA Funding Priority)	\$155,407.00	15.68%	\$155,407.00	Regional Subcommittee Allocation	\$706,317.00	Total local allocations
	\$159,657.00	16.11%	(\$155,407.00)	Balance needed to meet funding priority	-0.220024437	
Local Allocations		State Percentage	Funding Priority Contribution	Rounded	Percentage of Need Applied to local allocation	Local Allocation after Contribution
Clare	\$19,473.00	1.96%	\$4,109.27	\$4,109.00	21.1024%	\$15,364.00
Ionia	\$27,785.00	2.80%	\$5,863.30	\$5,863.00	21.1024%	\$21,922.00
Isabella	\$27,145.00	2.74%	\$5,728.25	\$5,728.00	21.1024%	\$21,417.00
Kent	\$266,386.00	26.87%	\$56,213.84	\$56,214.00	21.1024%	\$210,172.00
Lake	\$15,583.00	1.57%	\$3,288.39	\$3,288.00	21.1024%	\$12,295.00
Mason	\$20,805.00	2.10%	\$4,390.35	\$4,390.00	21.1024%	\$16,415.00
Mecosta	\$21,764.00	2.20%	\$4,592.73	\$4,593.00	21.1024%	\$17,171.00
Montcalm	\$26,346.00	2.66%	\$5,559.64	\$5,560.00	21.1024%	\$20,786.00
Muskegon	\$72,969.00	7.36%	\$15,398.21	\$15,398.00	21.1024%	\$57,571.00
Newaygo	\$23,256.00	2.35%	\$4,907.57	\$4,908.00	21.1024%	\$18,348.00
Oceana	\$20,432.00	2.06%	\$4,311.64	\$4,312.00	21.1024%	\$16,120.00
Osceola	\$18,087.00	1.82%	\$3,816.79	\$3,817.00	21.1024%	\$14,270.00
Ottawa	\$146,286.00	14.76%	\$30,869.86	\$30,870.00	21.1024%	\$115,416.00
	\$706,317.00	71.25%	\$149,049.84	\$149,050.00		\$557,267.00
						Coverage Gap for Funding Priorities \$304,457.00
Grant Requirements:			Funding Priorities			LETPA Covered LETPA Need
LETPA Qualified Projects (Required Minimum)	\$297,394.00	30.00%	#1 Enhancing Soft Targets	3.53%	\$35,000.00	\$126,330.00 \$171,064.00
Personnel Related Activities Cap	\$495,656.00	50.00%	#2 Enhancing Infor Sharing	6.21%	\$61,590.00	
Regional Projects	\$235,430	23.75%	#3 Combating Violent Extremism	3.00%	\$29,740.00	
			#4 Enhancing Community Preparedness	11.71%	\$116,064.00	
			#5 Election Security	0.00%	\$0.00	
			#6 Cybersecurity	5.55%	\$55,000.00	
						\$297,394.00