



Region 6 Homeland Security Planning Board

April 24, 2023 Meeting Minutes

9:30 AM in person at the

Big Rapids Department of Public Safety

435 N. Michigan Ave. Big Rapids, MI

via Teams for Non-Voting Members

I. Partner Reports

- A. Luke Aurner (Region 6 Healthcare Coalition) – Shared information about the upcoming Advanced Disaster Life Support to be held at the Alpine Township Fire Department; there are 20 spots available, please contact Luke if interested
- B. Jim Maczko (National Weather Service) – Shared information about NWS converting to Slack platform around November 2023. If interested in NWS attending your upcoming event, please fill out the form found at: www.weather.gov/GRR/eventsupport

II. Meeting Called to Order at 9:43am

III. Pledge of Allegiance

IV. Roll Call:

Jurisdiction – Representative		Jurisdiction – Representative	
V	Clare County – Jerry Becker	AL	Muskegon County – Jim Norton
A	Ionia County – Jason Pattok	A	Newaygo County – Abby Watkins (Vice)
AL	Isabella County – Helen Lee	X	Oceana County – Troy Maloney
X	Kent County – Matt Groesser	AL	Osceola County – Stacey Hayner
X	Lake County – Pat Maddox	X	Ottawa County – Lou Hunt (Chair)
A	Mason County –	A	City of GR – Allison Farole (Secretary)
X	Mecosta County – Scott Schroeder	X	Saginaw Chippewa Indian Tribe – Fred Cantu
X	Montcalm County – Eric Smith		

X = Present
A = Absent
V = Virtual
AL = Alternate

Name – Agency	
X	Katherine DeVoursney – WMRMC, R6 HSGP Coordinator
V	Amanda Frifeldt – WMRMC, Fiduciary
X	Lt. Orville Theaker – MI State Police / EMD
V	Julie Adams – Isabella County
V	Jerry McCoy – Montcalm County
X	Scott Corbin - Kent County
X	Leah DeLano – Ottawa County
V	Fabian Knizacky – Mason County
V	Luke Aurner - R6 Health Care Coalition
X	Jim Maczko – National Weather Service, Grand Rapids

V. Approval of the Agenda

- A. Motion: Lou Hunt
 - B. Second: Matt Groesser
 - C. All in Favor
- VI. Approval of Prior Meeting Minutes**
- A. Motion: Lou Hunt
 - B. Helen Lee
 - C. Corrections made, All in Favor
- VII. Public Comment**
- A. None
- VIII. Presentations**
- A. None
- IX. Fiduciary Report – Amanda Frifeldt**
- A. FY20 Clean-up Project funds will be determined & sent out soon
 - B. Intergovernmental Agreements are being drawn up this week and will include additional language around LETPA, will be sent out to counties via email
 - C. Fiduciary duties: Personnel certificates, workbooks & BISRs are due 4/30
 - D. Reminder that important state & Planning Board-approved deadlines are always found on the first tab of the Allocation spreadsheets sent out monthly
- X. Workgroup Reports**
- A. Citizen Corps – No report
 - B. MEMA/IAEM – Jerry Becker
 - MEMA met recently & discussed building stronger membership and are also hoping to hold a conference this year
 - C. Region 6 IPAWs – Lou Hunt
 - Was a recent outage but Region 6 was not affected/minimally affected
 - D. CIKR – Matt Groesser
 - Will not be used for HSGP calculations in the future; there is an effort of standardizing how it is used and an emphasis for Locals/Region to continue collecting this data knowing the state may take a lesser role in the future; Upkeep will be difficult unless it is constantly prioritized
 - E. Regional MOU – Helen Lee
 - Met on 4/17: discussed the history of this effort inside Region 6, the Emergency Management Act, Public Act 390, where/when/how the State would be involved if a public emergency is declared and the legal/liability issues surrounding that scenario
 - This workgroup will make a presentation to the Planning Board on 5/22
 - Also discussed what obligations and language will need to be addressed, i.e. what is inside the IGAs vs State mandates vs the MOU
- XI. Committee Reports**
- A. Executive Committee – Lou Hunt
 - Identifying the THIRA Gap each AAF Project addresses is now included inside the Motion Forms, including a 1 page explanation of the gaps Region 6 identified & their corresponding core capabilities

- The Executive Committee will continue to label the gap on the Motion Form that they feel fits the AAF best and eventually we'll have a system by which each County can help us identify them too
- Another change regarding AAFs is that when Counties decide to co-author project AAFs together, the AAF will be labeled "FY[year] **Joint** [County] & [County] [Project]" and *not* "Regional" due to the fact that the funds will be coming from each local allocation proportional to their involvement within the project and not from Regional funds

B. Region 6 Sub-Committee – Leah DeLano

- Meeting today after the Planning Board
- National Priority Areas
 - FY20 will be all wrapped up after FLIRs are distributed this week/next week
 - FY21 Regional AAFs have all been submitted & are under review
 - FY22 Joint AAF for Radios has been written to save time/energy instead of using one AAF per county (of who wants them), will discuss further who would like to take advantage of joint effort
 - We will discuss identifying which equipment we would like to purchase for the FY21/22 regional projects at the meeting after
- LETPA
 - All years we are looking good on, we will need to keep focused for FY22 in case of any unforeseen hiccups occur
 - Counties are encouraged to split their projects for LETPA
- HazMat
 - Meeting on May 1

C. Region 6 Planning Committee

- Regional THIRA
 - Waiting for the final version from the previous chair
 - Scott Corbin has volunteered to fill the vacated role

XII. Region 6 Coordinator Report – Katherine DeVoursney

A. FY2023 Regional Workbook status

- State has sent it back twice for revisions, but their requests dealt with project descriptions; they were good with how the money broke down

B. Current Statuses of AAFs

- When writing yours, feel free to reach out to Katherine in real time for feedback, advice, questions & we can work together before submission
- Recently received 17 AAFs so there might be some slow responses but will return your email as quick as possible
- FY20 = Basically all wrapped up
- FY21 = AAF submission deadline was 4/1, now reviewing & submitting
- FY22 = Opens 6/1 and some have been submitted already; we received news that the FY22 Clare Co Dive Team Boat (LETPA) was approved

XIII. Chairman's Report - None

XIV. Formal Correspondence - None

XV. Motions, Projects Identification and Budgets:

A. AAF Motions:

- FY21 Joint Muskegon & Ottawa Co – Great Lakes Homeland Security Conference
 - Motion: Lake County
 - Second: Oceana County
 - *Passes*

	Jurisdiction – Representative		Jurisdiction – Representative
V	Clare County – Jerry Becker	X	Muskegon County – Jim Norton
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X	Isabella County – Helen Lee	X	Oceana County – Troy Maloney
X	Kent County – Matt Groesser	X	Osceola County – Stacey Hayner
X	Lake County – Pat Maddox	X	Ottawa County – Lou Hunt (Chair)
A	Mason County –	A	City of Grand Rapids – Allison Farole
X	Mecosta County – Scott Schroeder	X	Saginaw Chippewa Indian Tribe – Fred Cantu
X	Montcalm County – Eric Smith		
X = Voted Yes N = Voted No			

- FY21 Montcalm Co – Public Health Terrorism Response Training
 - Motion: Isabella County
 - Second: Oceana County
 - *Passes*

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V	Clare County – Jerry Becker	X	Muskegon County – Jim Norton
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X	Isabella County – Helen Lee	X	Oceana County – Troy Maloney
X	Kent County – Matt Groesser	X	Osceola County – Stacey Hayner
X	Lake County – Pat Maddox	X	Ottawa County – Lou Hunt (Chair)
A	Mason County –	A	City of Grand Rapids – Allison Farole
X	Mecosta County – Scott Schroeder	X	Saginaw Chippewa Indian Tribe – Fred Cantu
X	Montcalm County – Eric Smith		
X = Voted Yes N = Voted No			

- FY21 Mason Co – Cellebrite Training LETPA
 - Motion: Mecosta County
 - Second: Lake County
 - *Passes*

	Jurisdiction – Representative		Jurisdiction – Representative
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V	Clare County – Jerry Becker	X	Muskegon County – Jim Norton
A	Ionia County – Jason Pattok	A	Newaygo County – Abby Watkins
X	Isabella County – Helen Lee	X	Oceana County – Troy Maloney
X	Kent County – Matt Groesser	X	Osceola County – Stacey Hayner
X	Lake County – Pat Maddox	X	Ottawa County – Lou Hunt (Chair)
A	Mason County –	A	City of Grand Rapids – Allison Farole
X	Mecosta County – Scott Schroeder	X	Saginaw Chippewa Indian Tribe – Fred Cantu
X	Montcalm County – Eric Smith		
X = Voted Yes N = Voted No			

- FY21 Joint Muskegon Co & Participating Counties – Active Assailant Conference
 - Motion: Oceana County
 - Second: Mecosta County
 - *Passes*

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X	Isabella County – Helen Lee	X	Oceana County – Troy Maloney
X	Kent County – Matt Groesser	X	Osceola County – Stacey Hayner
X	Lake County – Pat Maddox	X	Ottawa County – Lou Hunt (Chair)
A	Mason County –	A	City of Grand Rapids – Allison Farole
X	Mecosta County – Scott Schroeder	X	Saginaw Chippewa Indian Tribe – Fred Cantu
X	Montcalm County – Eric Smith		
X = Voted Yes N = Voted No			

- FY21 Montcalm Co – Portable Replacement Radio Batteries
 - Motion: Lake County
 - Second: Isabella County
 - *Passes*

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X	Isabella County – Helen Lee	X	Oceana County – Troy Maloney
X	Kent County – Matt Groesser	X	Osceola County – Stacey Hayner
X	Lake County – Pat Maddox	X	Ottawa County – Lou Hunt (Chair)
A	Mason County –	A	City of Grand Rapids – Allison Farole

X	Mecosta County – Scott Schroeder	X	Saginaw Chippewa Indian Tribe – Fred Cantu
X	Montcalm County – Eric Smith		
X = Voted Yes N = Voted No			

- FY21 Kent Co – ID & Accountability Sustainability Project
 - Motion: Isabella County
 - Second: Kent County
 - *Passes*

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X	Isabella County – Helen Lee	X	Oceana County – Troy Maloney
X	Kent County – Matt Groesser	X	Osceola County – Stacey Hayner
X	Lake County – Pat Maddox	X	Ottawa County – Lou Hunt (Chair)
A	Mason County –	A	City of Grand Rapids – Allison Farole
X	Mecosta County – Scott Schroeder	X	Saginaw Chippewa Indian Tribe – Fred Cantu
X	Montcalm County – Eric Smith		
X = Voted Yes N = Voted No			

- FY21 Kent Co – Underwater Remotely Operated Vehicle LETPA
 - Motion: Montcalm County
 - Second: Kent County
 - *Passes*

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V	Clare County – Jerry Becker	X	Muskegon County – Jim Norton
A	Ionia County – Jason Pattok	A	Newaygo County – Abby Watkins
X	Isabella County – Helen Lee	X	Oceana County – Troy Maloney
X	Kent County – Matt Groesser	X	Osceola County – Stacey Hayner
X	Lake County – Pat Maddox	X	Ottawa County – Lou Hunt (Chair)
A	Mason County –	A	City of Grand Rapids – Allison Farole
X	Mecosta County – Scott Schroeder	X	Saginaw Chippewa Indian Tribe – Fred Cantu
X	Montcalm County – Eric Smith		
X = Voted Yes N = Voted No			

- FY21 Ottawa Co – CBRNE Detector
 - Motion: Ottawa County
 - Second: Lake County

• *Passes*

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X	Isabella County – Helen Lee	X	Oceana County – Troy Maloney
X	Kent County – Matt Groesser	X	Osceola County – Stacey Hayner
X	Lake County – Pat Maddox	X	Ottawa County – Lou Hunt (Chair)
A	Mason County –	A	City of Grand Rapids – Allison Farole
X	Mecosta County – Scott Schroeder	X	Saginaw Chippewa Indian Tribe – Fred Cantu
X	Montcalm County – Eric Smith		
X = Voted Yes N = Voted No			

- FY21 Ottawa Co – EOC Functional Exercise
 - Motion: Ottawa County
 - Second: Kent County
 - *Passes*

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X	Kent County – Matt Groesser	X	Osceola County – Stacey Hayner
X	Lake County – Pat Maddox	X	Ottawa County – Lou Hunt (Chair)
A	Mason County –	A	City of Grand Rapids – Allison Farole
X	Mecosta County – Scott Schroeder	X	Saginaw Chippewa Indian Tribe – Fred Cantu
X	Montcalm County – Eric Smith		
X = Voted Yes N = Voted No			

XVI. Action Item Updates - None

XVII. Old Business

- A. Code Red – Backup for entire Region should IPAWs go down, shared resource
- B. Lt. Theaker – Reminder to update your Primary & Secondary Points of Contact within your IPAWs Portal; Your alerting authority is your cog, regardless of how many vendors you may have, so that contact info you provide will be sufficient

XVIII. New Business

- A. Regional Conferences
 - Michigan Great Lakes Homeland Security Conference is May 9 – 11
 - HSGP Fiduciary Training will be May 8 from 10am-4pm, all invited
 - National Homeland Security Conference is being held in July in Chicago
 - HazMat Conference

- 6th Annual North American Active Assailant Conference is June 7 – 9
 - Held at Woodside Bible Church in Troy, MI
 - a. Please contact Rich Warner if interested in attending, there are 10 spots available total
 - b. Funds from your local allocation will be used proportionally

IX. Open Discussion - None

X. Adjourned at 10:35am

The next Region 6 Planning Board Meeting is May 22, 2023, in person

The next Executive Committee Meeting is May 15, 2023, in person

The Region 6 Sub-Committee (NPAs, etc.) Meeting is directly after the Planning Board today

FY20 Important Dates	
Grant Performance Period Start Date	9.1.20
Grant Performance Period End Date	5.31.23
Fiduciary Opens Grant	6.1.21
Fiduciary Closes Grant	5.31.23
AAFs due to R6 Coord	12.1.22
PO Req docs due to fiduciary	3.15.23
Budget Approval Date	4.26.21

FY21 Important Dates	
Grant Performance Period Start Date	9.1.21
Grant Performance Period End Date	5.31.24
Fiduciary Opens Grant	6.1.22
Fiduciary Closes Grant	5.31.24
AAFs due to R6 Coord	4.1.23
PO Req docs due to fiduciary	7.2.23
Reimbursement Packets Due	1.1.24
Budget Approval Date	2.21.22