

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

Leah Delano, Chair R6 Sub-Committees

Scott Corbin, Chair R6 Planning Committee

Region 6 Homeland Security Planning Board Meeting Minutes

October 23, 2023

9:30 AM in person at the

Big Rapids Department of Public Safety

435 N. Michigan Ave, Big Rapids, MI

Available via Teams for Non-Voting Members

I. Partner Reports

- A. **Muskegon Public Health Dept, Dori Peters** – Reports that we have seen an increase in Lyme Disease this year, with around 2,000 cases reported; this is up from 1,100 last year and just 500 cases five years ago. Flu shots are available now at local health departments. There will be an Integrated Preparedness Workshop in Kent Co on April 17th from 10am-12pm, contact Dori for more information if interested.
- B. **Region 6 Healthcare Coalition, Luke Aurner** – R6HCC is very active right now and will be through June 2024. Will be hosting a Basic Disaster Life Support Class this Thursday, Oct. 26th in Muskegon from 1-5pm. R6HCC will be meeting on Nov. 16th and leading a community exercise afterwards. Will be hosting two HERT Training Classes for Fire Departments, one virtually on Jan. 16th and the other in-person on May 29th & 30th. Will be hosting Advanced Basic Disaster Life Support Class on May 31st. Contact Luke if interested in any of these opportunities.
- C. **National Weather Service, Jim Maczko** – This week is Michigan’s Winter Hazards Week, hosted by MiReady group. The winter outlook for our area shows it will be a warmer, dryer winter but this may cause good amounts of Lake Effect snowfall. Winter storms are usually now predicted between 1-7 days out due to ever-increasing sudden extreme weather, making it harder to predict when storms will hit. Cooler weather in our area will begin in early November with temperatures in the 40s and 50s. The NWS will be hosting Spotter Training in Ottawa Co for Spring 2024, contact Jim if interested in learning more.
- D. **American Red Cross, Jeff Nawrot** – An updated master list of disaster shelters in Region 6 will be sent out Nov. 1st to all EMs. Jeff would like to present to this Planning Board soon in the future, most likely early 2024. Federal law has recently changed regarding sheltering with pets – previously, only service animals were allowed to be co-located on the same grounds as their owners; now, all pets will be allowed as long as guidelines and requirements are met. The ARC was able to do this in practice recently with the Southgate fire emergency. More efforts will be made to accomplish pet sheltering for emergency disaster victims, whether it will be in the form of co-location, co-habitation, or stand-

alone shelters. It all depends on size of the facility, location, health concerns, etc. Pets are defined as cats, dogs, birds, fish, reptiles and more. No large/farm animals or venomous snakes will be allowed. The ARC currently has around 146 active volunteers in 12 counties, with 40 of those being shelter volunteers.

- II. Meeting Called to Order at 10:00am
- III. Pledge of Allegiance
- IV. Roll Call

Jurisdiction – Representative		Jurisdiction – Representative	
X	Clare County – Jerry Becker	X	Muskegon County – Renee Gavin
X	Ionia County – Jacob Sommer	A	Newaygo County – Abby Watkins (Vice)
AL	Isabella County – Fred Cantu	X	Oceana County – Troy Maloney
X	Kent County – Matt Groesser	AL	Osceola County – Stacey Hayner
	Lake County –	X	Ottawa County – Lou Hunt (Chair)
V	Mason County – Heath Scarbrough	X	City of GR – Allison Farole (Secretary)
AL	Mecosta County – Craig Johnson	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, Region 6 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	Alexander Yared – Kent County
X	Leah DeLano – Ottawa County
V	Dori Peters – Muskegon County Public Health Department
X	Luke Aurner – Region 6 Healthcare Coalition
V	Tim Dickman – Region 6 Healthcare Coalition
X	Jim Maczko – National Weather Service, Grand Rapids
V	Jeffrey Nawrot – American Red Cross, Grand Rapids
V	Kevin Panyard – Salvation Army

- V. Approval of the Agenda
 - A. Motion: Ottawa Co
 - B. Second: Kent Co
 - C. All in Favor
- VI. Approval of Prior Meeting Minutes

- A. Motion: Ottawa Co
- B. Second: Clare Co
- C. All in Favor

VII. Public Comment - None

VIII. Presentations

- A. Salvation Army Emergency Disaster Services – Kevin Panyard
 - In the event of a disaster or emergency, the SA can provide:
 - Food Services on the scene, both for survivors and/or first responders
 - Emotional & Spiritual support on-site, with trained Chaplains
 - Donation Distribution Management – for help with handling large amounts of donations/supplies; can help organize these items
 - Social Services – can help survivors recover in the long-term, with help for finding permanent housing, food, clothing, household items or other needed resources
 - Emergency Communications – coordinate their Saturn Team, which is comprised of volunteer amateur radio operators & could help with communication efforts on a community level
 - Please contact Salvation Army if you have any questions or would like to learn more about these services, his contact information is:
 - Kevin Panyard, Emergency Disaster Services Coordinator
 - Phone Number: 616-401-4895
 - Email: Kevin.Panyard@usc.salvationarmy.org

IX. Fiduciary Report

- A. FY21 and FY22 Allocation Spreadsheets were sent out this morning
 - The final FY20 Allocation Spreadsheet with exact numbers will be completed this month and sent out, FY20 has now officially closed as of 9/31 after completing our extension request due to the FY20 Clean-Up
- B. BSIRs – are completed twice yearly as a fiduciary reporting tool to the State and Feds, working on these right now and they are due at the end of the month
- C. Personnel Certifications – these are also due at the end of the month and have been completed by all counties who needed to
- D. The FY23 HSGP Grant Agreement has not yet been sent to WMRMC from the State, but will be signed when it is. After, IGAs for FY23 will begin to be sent out.
- E. WMRMC has now officially hired their new Financial Manager; communications will still be primarily made through Amanda and Katherine

X. Workgroup Reports

- A. Citizen Corps – No update
- B. MEMA/IAEM
 - MEMA Conference went well, food was well liked, well attended
 - IAEM Conference is being held in Long Beach, CA the week of Nov. 5th and Allison Farole will be attending

- Allison reported that FEMA is now accepting applications for those seeking their CEM through a no-fee cohort; this cohort will run from January to April 2024

C. Region 6 IPAWs

- The nationwide alert test made in earlier October went well overall
- Leah & Lou reported that attending the IPAWs Class held in Lansing was very beneficial and informative, they highly recommend attending and helped them revamp their local templates; Orville said another class is coming up, contact him if interested
- Orville reminded everyone to log in into their IPAWs portal to renew their MOU and certifications, needs to be done every 3 years; also make sure there is a secondary personnel listed with their contacts

D. CIKR

- Information forthcoming on how to correct outlier data points within the GIS Portal; these points may accidentally fall outside the proper jurisdiction and will need correcting so the data can be cleaned up
- Main categories that will be now the most important focuses are:
 - Water/Wastewater, Energy, Transportation, Communications

E. Regional MOU – No update

XI. Committee Reports

A. Executive Committee

- 2024 Dates for the Region 6 HSGP Meetings were created, see attached
- Also see highlighted Important Dates below for FY21 & FY22:
 - January 1, 2024: All FY21 Reimbursement Packets are due
 - April 1, 2024: All FY22 AAFs are due

B. Region 6 Sub-Committee (NPA, LETPA, HazMat)

- NPAs:
 - FY22 Project Summaries are due 10/31; all are completed except the one for Community Resilience
 - a. It was discussed that it would be written to pay instructors or “train the trainers” to teach Active Assailant safety as well as for supplies; such as info quick guides/flip cards
 - FY21 NPA POs are being worked on
 - FY21 Stop the Bleed Training Kits: Leah will send out a survey soon asking each jurisdiction how many they want, be on the lookout
- LETPA:
 - We are looking very good for FY20, 21, 22; on track to meet %s
 - FY23: This is a very big concern for us to meet the new 35% requirement. After accounting for LETPA-qualified NPA Projects, we are still short around \$130k that will need to come from locally-led projects
 - a. All counties are urged to discuss with their LPTs potential LETPA-focused projects. These AAFs will be due 4/1/2025
- Hazmat:

- The exercise at Webb Chemical on 10/14 went really well, had great participation; around 40-50 people attended
- An un-related chemical incident occurred at Webb two days after the training, but no injuries were reported and it was quickly contained
- Orville will be working on a Chair/Vice Chair system for the HazMat Workgroup within District 6 to ensure continuity

C. Region 6 Planning/THIRA Committee

- Meeting scheduled for after this meeting, from 1-3pm
- This first meeting will be used to establish a baseline, strategy, mission, logistics and participation efforts
- All are welcome to attend but a core committed group will be serve on the committee to ensure commitment, reliability, and success

XII. Region 6 Coordinator Report

- A. 2024 Meeting Dates – please note the venue change for our February meetings
- B. AAFs
 - These continue to flow in steadily from Region 6, noticing a decent turnaround time from the State
 - Please contact Katherine with any questions, ideas, or help needed
 - The project AAF deadline for FY22 is April 1, which seems far away but will approach faster than we think – reach out now if assistance needed
- C. Working on researching anti-vehicular assault barriers to purchase, a database was created but any advice, suggestions, connections welcome
- D. Will be working on creating a database of regionally-purchased items to aid in the creation of a Region 6 MOU
- E. The final FY23 HSGP Workbook is due 10/31, will be completing it soon and will be sent out to all counties

XIII. Chairman’s Report

- A. Not much to report, looking ahead: The FY23 Budget will be created within the next couple of months; this should be an easier process than in years past due to the process being simplified by having the State withhold designated regional funds such as for NPAs, M & A, etc.

XIV. Formal Correspondence - None

XV. Motions, Projects Identification & Budgets

- A. Motions
 - **Ottawa County:**
 - FY22 Great Lakes Homeland Security Conference 2024
 - a. Motion: Ottawa Co
 - b. Second: Kent Co
 - c. *Motion Passes*

	Jurisdiction – Representative		Jurisdiction – Representative
X	Clare County – Jerry Becker	X	Muskegon County – Renee Gavin
X	Ionia County – Jacob Sommer		Newaygo County – Abby Watkins
X	Isabella County – Fred Cantu (AL)	X	Oceana County – Troy Maloney

X	Kent County – Matt Groesser	X	Osceola County – Stacey Hayner (AL)
	Lake County –	X	Ottawa County – Lou Hunt
V	Mason County – Heath Scarbrough	X	City of GR – Allison Farole
X	Mecosta County – Craig Johnson (AL)	X	Saginaw Chippewa Indian Tribe – Fred Cantu
X	Montcalm County – Eric Smith		
X = Voted Yes N = Voted No			

- FY22 Volunteer Radio Project
 - a. Motion: Ottawa Co
 - b. Second: City of Grand Rapids
 - c. *Motion Passes*

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X	Clare County – Jerry Becker	X	Muskegon County – Renee Gavin
X	Ionia County – Jacob Sommer		Newaygo County – Abby Watkins
X	Isabella County – Fred Cantu (AL)	X	Oceana County – Troy Maloney
X	Kent County – Matt Groesser	X	Osceola County – Stacey Hayner (AL)
	Lake County –	X	Ottawa County – Lou Hunt
V	Mason County – Heath Scarbrough	X	City of GR – Allison Farole
X	Mecosta County – Craig Johnson (AL)	X	Saginaw Chippewa Indian Tribe – Fred Cantu
X	Montcalm County – Eric Smith		
X = Voted Yes N = Voted No			

- **Region 6:**
 - FY22 Regional Volunteer Hub
 - a. Motion: Clare Co
 - b. Second: Muskegon Co
 - c. *Motion Passes*

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X	Clare County – Jerry Becker	X	Muskegon County – Renee Gavin
X	Ionia County – Jacob Sommer		Newaygo County – Abby Watkins
X	Isabella County – Fred Cantu (AL)	X	Oceana County – Troy Maloney
X	Kent County – Matt Groesser	X	Osceola County – Stacey Hayner (AL)
	Lake County –	X	Ottawa County – Lou Hunt
V	Mason County – Heath Scarbrough	X	City of GR – Allison Farole
X	Mecosta County – Craig Johnson (AL)	X	Saginaw Chippewa Indian Tribe – Fred Cantu
X	Montcalm County – Eric Smith		
X = Voted Yes N = Voted No			

- **Osceola County:**
 - FY22 Radio Project
 - a. Motion: Clare Co
 - b. Second: Oceana Co
 - c. *Motion Passes*

	Jurisdiction – Representative		Jurisdiction – Representative
X	Clare County – Jerry Becker	X	Muskegon County – Renee Gavin
X	Ionia County – Jacob Sommer		Newaygo County – Abby Watkins
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X = Voted Yes N = Voted No			

XVI. Action Item Updates

- A. FY20 RTF Kit Packing Day (Clean-Up Project) held on 10/5/23 – Debrief
 - Everyone reported they felt it went really well
 - Thank you to Abby, Josh & Renee for the prep-work done beforehand
 - The Muskegon Co campus worked really well logistically
 - Only feedback is to be prepared with more heat sealers
 - Thank you to all the volunteers who helped pack, it went faster than expected and all counties are now picked up/accounted for

XVII. Old Business - None

XVIII. New Business

- A. New 2024 Meeting Dates – see attached

IX. Open Discussion - None

X. Dates Review:

FY21 Important Dates	
Grant Performance Period Start Date	9.1.21
Budget Approval Date	2.21.22
Fiduciary Opens Grant	6.1.22
AAFs due to R6 Coord	4.1.23
PO Req docs due to Fiduciary	8.15.23
Reimbursement Packets Due	1.1.24
Grant Performance Period End Date	5.31.24
Fiduciary Closes Grant	5.31.24

FY22 Important Dates	
Grant Performance Period Start Date	9.1.22
Budget Approval Date	1.23.23
Fiduciary Opens Grant	6.1.23
AAFs due to R6 Coord	4.1.24
PO Req docs due to Fiduciary	8.15.24
Reimbursement Packets Due	1.1.25
Grant Performance Period End Date	5.31.25
Fiduciary Closes Grant	5.31.25

XI. **Adjourned** at 10:58am

- ***The next Executive Committee Meeting is November 13, 2023, in person.***
- ***The next Region 6 Planning Board Meeting is November 27, 2023, in person.***
- ***The next Region 6 Planning Committee (THIRA) Meetings will be held on November 27, from 3-5pm after the District 6 Meeting & on December 18, 2023, from 3-5pm after the NPA Sub-Committee Meeting, in person.***
- ***The next Region 6 Sub-Committee Meetings (NPAs, LETPA, HazMat) will be December 18, 2023, after the Region 6 Planning Board meetings, in person.***

2024 HSGP Region 6 Board Meeting Dates

Executive Committee begins at **10:00a.m.** on the 2nd Monday of the Month

Planning Board begins at **9:30a.m.** on the 4th Monday of the Month

Meetings will be held in-person with a virtual option via Teams

Executive Committee	Planning Board
January 8	January 22
February 12**	February 26**
March 11	March 25
April 8	April 22
May 13	May 20*
June 10	June 24
July 8	July 22
August 12	August 26
September 9	September 23
October 14	October 28
November 12*	November 25
December 9	December 16*

**Denotes a date that falls outside the typical 2nd/4th Mondays*

Location

City of Big Rapids Department of Public Safety, 435 N. Michigan Ave, Big Rapids, MI 49307

***February Meetings at Alternative Location: 14485 Northland Drive, Big Rapids, MI 49307*