

Region 6 Homeland Security Planning Board

“Community Preparedness through Regional Collaboration”

Abby Watkins, Board Chairperson

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Allison Farole, Board Secretary

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Leah Delano, Chair R6 Sub-Committees
Scott Corbin, Chair R6 Planning Committee

REGION 6 EXECUTIVE COMMITTEE MEETING

Minutes – November 12, 2024 – 10:00 AM

Big Rapids Dept of Public Safety Building, 435 N. Michigan Ave, Muskegon, MI 49307

In-Person with Teams Meeting Option

- I. **Called to Order** at 10:01am
- II. **Roll Call**

Voting Members:

A	Abby Watkins – Chairperson	X	Leah DeLano – R6 Sub-Committee Chair
X	Lou Hunt – Vice Chairperson	V	Scott Corbin – R6 Planning Committee Chair
V	Allison Farole – Secretary		
	A = Absent X = Present		AL = Alternate V = Virtual

Non-Voting Members:

V	Amanda Frifeldt (WMRMC)	V	Julie Adams (Isabella Co)
V	Katherine DeVoursney (WMRMC)	X	Mike Sturm-Richmond (Isabella Co)
X	Lt. Orville Theaker (MSP/EMHSD)		
V	Alex Yared (Kent Co)		

III. **Approval of Agenda**

- Motion: DeLano
- Second: Hunt
- *Quorum not Present*

IV. **Approval of Minutes**

- Motion: Hunt
- Second: DeLano
- *Quorum not Present*

V. **Committee Reports**

- WMRMC Fiduciary Report
 - Amanda was on PTO from 11/4 – 11/8, therefore is now catching up on her inbox/emails, please reach out with any questions
 - BSIRs were due 10/30 and have now been turned into the State & accepted
 - All workbooks and modifications now turned in & accepted
 - All HSGP Personnel Certificates are now turned in & accepted
 - Will be working on some POs; all AAFs are submitted and accepted
- Regional Coordinator Report

- Website has now been updated to include buttons for: THIRA, NPAs and By-Laws
 - A link to the Volunteer Hub website has now been added to the website's front page
- Will be making FY24 Internal Deadline dates motion for voting at the 11/25 PB meeting
- We will need to set all HSGP meeting dates for 2025 at the December Executive Committee meeting
- All FY23 AAFs submitted to me are now approved by the State; no new AAFs have come in recently
- Region 6 Sub-Committee (NPA, LETPA, HazMat) Report
 - NPAs
 - FY22 – basically all NPA Projects are now taken care of
 - a. BERLA Training was held and completed
 - i. Ionia Co & Ottawa Co have now received their devices
 - b. Cellular Response consoles were ordered in September with an expected delivery within the next 120 days
 - c. Cyber Consortium was held and was very successful
 - d. Barricades are all wrapped up
 - e. STB Training Kits: Amanda will work with Leah for the PO
 - FY23:
 - a. NPA projects are set up and ready to go
 - b. GrayKey/Cellebrite: Leah has asked Julie to forward any invoices from the companies that may arrive by mistake, Leah will handle, and service should not be interrupted
 - c. Will talk with Mark W and Jerry B about plans for the incident response training project
 - FY24:
 - a. NPA Project descriptions are now written have submitted to the State, who will then send to FEMA for final approval
 - HazMat
 - Conversations have begun for the 3-year Strategic Plan
 - It was decided that Chair/Vice Chair positions will be for 1-year
 - The recent HazMat Exercise AAR is being completed
 - MEMA
 - Congratulations to Leah DeLano for being nominated for an award at this year's MEMA Conference
- Planning Sub-Committee (THIRA) Report
 - Scott and Alex will meet together on 11/14 to discuss SPR strategy

VI. Action Items/Updates

- At-Large Memberships
 - Allison Farole (City of GR) and Fred Cantu (Saginaw Chippewa Tribe) have confirmed interest in remaining At-Large members
 - They will not need to re-fill out the application

- Because of their current At-Large status and commitment shown, at the 11/25 PB meeting, their “interview” will consist of one question – to confirm their interest. Voting will be held at the December PB meeting

VII. New Business

- Governor Kristi Noem has been named as the incoming head of the Department of Homeland Security for the new Administration

VIII. Open Discussion – None

IX. Dates Review:

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 Coordinator	4.1.24
PO Request Documents 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

FY23 Important Dates	
Grant Performance Period Start Date	9.1.23
Budget Approval Date	2.26.24
Fiduciary Opens Grant	6.1.24
AAFs due to R6 Coordinator	4.1.25
PO Request Documents due to Fiduciary	8.15.25
Reimbursement Packets Due	11.30.25
Grant Performance Period End Date	5.31.26
Fiduciary Closes Grant	5.31.26

X. Adjourned at 10:32am

- The next **Region 6 HSGP Planning Board Meeting** is November 25, 2024
- The next **Executive Committee Meeting** is December 9, 2024