

Region 6 Homeland Security Planning Board

“Community Preparedness through Regional Collaboration”

Abby Watkins, Board Chairperson

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Leah Delano, Chair R6 Sub-Committees

Scott Corbin, Chair R6 Planning Committee

Region 6 Homeland Security Planning Board Meeting Minutes

November 25, 2024

9:30 AM in person at the

Big Rapids Department of Public Safety Building

435 N. Michigan Ave, Big Rapids, MI 49307

Available via Teams for Non-Voting Members

I. Partner Reports

- A. **Region 6 Healthcare Coalition, Luke Aurner** – Will be hosting a visit from the State this week on Wednesday. Looking to downsize some warehouse items, please let Luke or Tim know if there are any items you would like to have. Luke is inviting any EM to participate in a board game exercise they created that focuses on a hypothetical MCI Evacuation event, this will be held on 12/18/24 from 11:30am-2:30pm and lunch will be provided. IV Fluids supply update: Region 6 has been coping well, only one hospital had an extreme shortage but that was remedied with help from Trinity. We have not had to go inter-regionally yet. Full supply is expected to be back to normal by end of the month/January 2025.
- B. **Muskegon Co Health Department, Dori Peters** – Levels of RSV, Flu, and Covid remain relatively low. However there is still an uptick in pediatric pneumonia cases, there has also been an increase in cases of whooping cough. Public health agencies are working on their All-Hazards Emergency Plans, contact Dori for more information or if you would like to help.
- C. **National Weather Service, Jim Maczko** – Reminder: the phrases “Wind Chill” advisories/warnings will no longer be used for the public, these will now instead be referred to as “Extreme Cold” advisories and warnings. Jim attended the MEMA Conference and had a nice time with good networking. Lake effect snow is expected later this week/early next, with temperatures below freezing for the next 10-15 days.

II. Meeting Called to Order at 9:41am

III. Pledge of Allegiance

IV. Roll Call:

Jurisdiction – Representative		Jurisdiction – Representative	
X	Clare County – Jerry Becker	X	Muskegon County – Renee Gavin
X	Ionia County – Frederick Straubel	X	Newaygo County – Abby Watkins (Chair)
X	Isabella County – Mike Richmond (AL)	X	Oceana County – Troy Maloney
A	Kent County – Scott Corbin	A	Osceola County – Mark Watkins

X	Lake County – Erik King	X	Ottawa County – Lou Hunt (Vice Chair)
X	Mason County – Heath Scarbrough	X	City of GR – Allison Farole (Secretary)
X	Mecosta County – Patrick Maddox	A	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
A	Amanda Frifeldt – WMRMC, Fiduciary
X	Lt. Orville Theaker – MI State Police / EMD
X	Leah DeLano – Ottawa County
V	Julie Adams – Isabella County
V	Jerry McCoy – Montcalm County
X	Alexander Yared – Kent County
X	Joshua Westgate – Newaygo County
V	Dori Peters – Muskegon County Health Department
V	Luke Aurner – R6 Healthcare Coalition
V	Tim Dickman – Region 6 Healthcare Coalition
V	Jim Maczko – National Weather Service

V. Approval of the Agenda

- A. Motion: Ottawa Co
- B. Second: Oceana Co
 - *All in Favor*

VI. Approval of Prior Meeting Minutes

- A. Motion: Lake Co
- B. Second: Clare Co
 - *All in Favor*

VII. Public Comment – None

VIII. Presentation – None

IX. Fiduciary Report – None

X. Workgroup Reports

- A. Citizen Corps – No current updates at this time
- B. MEMA/IAEM
 - MEMA
 - MEMA Conference was held October 28 – 30 this year
 - New: Dues will be increased to \$100 annually, starting 2025
 - Allison Farole will now be the Legislative Liaison, while Eric Smith is now the Region 6 Liaison
 - IAEM

- Allison attended the National IAEM Conference in Colorado Springs, which was very success and about 50% of all national members attended
- Allison sits on the Government Affairs Committee and reports that there have been positive signs of FY25 funding levels being restored to FY23 levels, nothing confirmed yet but optimistic
- Two surveys are being sent out that all EMs are very encouraged to participate in:
 - a. **FEMA/Argonne Labs Survey** – only **one person** from your organization fills it out. It is interested in gathering information about emergency management organizations in order to educate others about the importance of the EM role. Link: <https://www.anl.gov/dis/npac/EMStudy>
 - b. **DHS Grant Cut Impact Survey** – any person can fill out. It is interested in gathering information about how the recent budget cuts impact emergency management. Link: <https://forms.office.com/pages/responsepage.aspx?id=IEImy5DR20aViJCWgl1F3lqnxC8HDatGrwewaYN2Uh1URExXRVAXSldFWUhDTFISTEtXVE1IRjdVSyQIQCN0PWcu>

C. Region 6 IPAWS

- Discussion was had regarding recent issues both Mason Co and Oceana Co experienced WEA/CodeRed messages
- There was a log wait time for logging in, some members suggested investigating firewalls in place that may be causing complications – could also be a CodeRed issue itself
- If experiencing similar problems, please let Jaquelline at the State know ASAP, as well as Lt. Theaker

D. Regional MOU – No current updates at this time

XI. Committee Reports

A. Executive Committee

- No significant updates, meeting was short yet productive

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

- LETPA: FY22 – Looks great, FY23 – On track to meet 35%
- NPAs
 - FY22:
 - a. Cellular Response Consoles scheduled for delivery to Newaygo Co soon, will arrive around February(ish)
 - b. Stop the Bleed Training Kits – Working with Amanda/EMD on vendor advance and PO
 - FY23:
 - a. Working with vendor for the 2025 Cyber Consortium Conference event, they will have a slightly bigger budget this year and will be working hard to invite/incorporate more public organizations for their involvement

- b. GrayKey/Cellebrite – Timeline is on track, will not interfere with renewal dates
- c. Barricades – This is continuation of the FY22 project, Leah will be working with Abby for delivery, etc
- d. BERLAs – Leah working with vendor for FY23 price quotes
- e. Terrorist Incident Response Trainings – Leah will be communicating with Mark W and Jerry B for help evaluating/choosing best program and deciding implementation strategy

- HazMat
 - Fourth Quarter meeting was recently held
 - Current Chair and Co-Chair will remain in their positions for 2025

A. Region 6 Planning/THIRA Committee

- Scott & Alex will be meeting with a member of their Administration Department who has lots of experience with surveys, which can aid in the creation of a SPR survey for Region 6

XII. Region 6 Coordinator Report

A. Website Updates

- The Region 6 HSGP Website has recently been updated and now includes sections for:
 - Region 6 THIRA
 - Region 6 By-Laws
 - National Priority Areas (NPAs) – Regional Project History
 - Updated LETPA Guidance
 - Updated AAF Archive
 - FEMA and HSGP Grant Guidance manuals
 - Updated FY23 Workbook Quick Guide

B. FY22 Reimbursement Packets are due to Amanda by January 1, 2025

- If it looks like you will not be able to meet this deadline, please let Amanda and the Executive Committee know so we can discuss

C. FY23 AAFs are due April 1, 2025

D. FY24 AAFs are due April 1, 2026

E. Regional Workbook

- The FY24 official Workbook was submitted to EMD and it was approved

XIII. Formal Correspondence – None

XIV. Motions of Recommendation

A. Motion:

- FY24 Important Dates – Establishing Internal Deadlines
 - a. Motion: Ottawa Co
 - b. Second: Oceana Co
 - *Motion Passes by Consensus*

XV. Action Item Updates

A. At-Large Membership Nominees for 2025 – Interviews

- City of Grand Rapids

- Saginaw Chippewa Tribe

B. Planning Board members evaluated their answers and voting will be held at the December Planning Board meeting on 12/16

XVI. Old Business – None

XVII. New Business – None

XVIII. Open Discussion

A. Ottawa Co

- When recently attending the MEMA Conference, Ottawa Co experienced a power outage caused by fire – Lou had a really difficult time getting information from Consumers Power during this emergency event; had to leave multiple voicemails for various staff, finally was able to get ahold of Rich Houtteman – which was good, but that is not Rich’s primary job/responsibility – however he reliably answers the phone
- The Planning Board discussed drafting a letter of concern on behalf of the Region to be sent to the State & Consumers detailing the multiple problems experienced when dealing with emergency information requests

B. Clare Co

- It was discussed that Clare recently experienced a complete IT/Phone shutdown, which impacted the county and county dispatch
- It turned out to be an incompatibility issue between the county’s firewall and the newest Windows update – however, Jerry stressed the importance of having a Cybersecurity Plan in place; he was able to utilize the plan and act accordingly
- Contact Jerry B if you would like help on your Cybersecurity Plan

C. InterOp Workgroup

- Held first meeting on 11/12
- Biggest priority right now for the Workgroup is to update all MOUs between Region 6 counties to ensure a solid foundation for interoperational planning
- This group plans to meet Quarterly

D. EAS Plan

- New plan is now in the hands of the State, Jerry worked as the Chair on this project; plan was able to be taken down to 15 pages total (was 65)

XIX. 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

XX. Adjourned at 10:27am

- The next **Executive Committee Meeting** is December 9, 2024
- The next **Planning Board Meeting** is December 16, 2024