

Region 6 Homeland Security Planning Board

“Community Preparedness through Regional Collaboration”

Abby Watkins, Board Chairperson

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Lou Hunt, Board Vice 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 – December 9, 2024 – 10:00 AM

The Stone Lodge, 4707 Trillium Springs Blvd, Fremont, MI 49412

In-Person with Teams Meeting Option

- I. **Called to Order** at 10:08am
- II. **Roll Call**

Voting Members:

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

Non-Voting Members:

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

III. **Approval of Agenda**

- Motion: Hunt
- Second: Watkins
- *All in Favor*

IV. **Approval of Minutes**

- Motion: Hunt
- Second: Watkins
- *All in Favor*

V. **Committee Reports**

- Motion:
 - 2025 At-Large Membership Confirmations: City of Grand Rapids and the Saginaw Chippewa Indian Tribe
 - Motion: Hunt
 - Second: Watkins
 - *All in Favor*
- WMRMC Fiduciary Report
 - Amanda will be out of office from 12/10 to 12/13 for a conference

- Has been working on the FY24 HSGP Grant agreement, EMD has approved an extension for signatures until 12/20 – but this will most likely be fully completed before that date
- Abby thanked Amanda for her work regarding MPSCS/Osceola Radios, urges all PB members to label MPSCS invoices with HSGP PO #s and to be extra vigilant, multiple counties have been experiencing issues
- Regional Coordinator Report
 - Website will now be updated to include a tab to house all Region 6 InterOp MOUs within Members Only Area
 - FY23 AAFs are due 4/1/25 – not many coming in yet
 - Thank you to Osceola for their recent CodeRed AAF – they copied and pasted the correct LETPA citations needed
 - Letter to Consumers Power re: issues with emergent need reporting; Lou has agreed to draft a letter on behalf of the Region
- Region 6 Sub-Committee (NPA, LETPA, HazMat) Report
 - NPAs
 - FY22
 - a. Cellular Response consoles expected delivery soon
 - b. STB Training Kits: Working with Holly at J&B Medical
 - FY23:
 - a. Awaiting more information from the Cyber Consortium
 - b. Awaiting Meridian payment confirmation
 - i. Discussion was had re: State Advance Process – will remind PB members on Monday about the importance of planning plenty of time to account for the up to 90 days (+) it can take – this is an issue out of the Region’s control
 - ii. Leah, Amanda, Katherine will be meeting in January to discuss the State Advance process more in-depth and best practices
 - GrayKey/Isabella County
 - a. Software is needing to move from Sheriff’s office into Mt. Pleasant PD – who already has trained users
 - b. Lt. Theaker, Amanda, Julie and others at ISA are working together to gather and enact the proper paperwork to do so – Transfer of Ownership Agreements, MOUs, etc
- Planning Sub-Committee (THIRA) Report – No updates at this time

VI. Action Items/Updates

- FY24 Region 6 HSGP Budget
 - Grant Agreement now includes accurate local allocations
 - Draft Budget will be presented at the PB on Monday
 - Voting on the FY24 HSGP Budget will take place in January
 - Despite the federal budget cut, there was only a small reduction for the local allocations – which should be manageable

VII. New Business

- Setting 2025 meeting dates
 - 1/13 – Executive Committee
 - 1/27 – Planning Board
 - Katherine will come up with 2025 list, email the Executives for approval and then reserve the Big Rapids Community Room at Dept Public Safety

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

FY24 Important Dates	
Grant Performance Period Start Date	9.1.24
Budget Approval Date	TBD
Fiduciary Opens Grant	6.1.25
AAFs due to R6 Coordinator	4.1.26
PO Request documents due to Fiduciary	8.15.26
Reimbursement Packets Due	11.30.26
Grant Performance Period End Date	5.31.27
Fiduciary Closes Grant	5.31.27

X. Adjourned at 11:14am

- The next **Region 6 HSGP Planning Board Meeting** is December 16, 2024
- The next **Executive Committee Meeting** is January 13, 2025
- The following **Region 6 HSGP Planning Board Meeting** is January 27, 2025