

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 EXECUTIVE COMMITTEE MEETING

Minutes – April 15, 2024 – 10:00 AM

Newaygo Co Emergency Services Building, 306 S. North St, White Cloud, MI 49349

In-Person with Teams Meeting Option

I. Called to Order at 10:14am

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
A	Allison Farole – Secretary		
	A = Absent X = Present		AL = Alternate V = Virtual

Non-Voting Members:

A	Amanda Frifeldt (WMRMC)	V	Julie Adams (Isabella County)
X	Katherine DeVoursney (WMRMC)	V	Alex Yared (Kent County)
X	Lt. Orville Theaker (MSP/EMHSD)	X	Josh Westgate (Newaygo County)
X	Troy Maloney (Oceana County)		

III. Approval of Agenda

- Motion: Watkins
- Second: DeLano
- *All in Favor, with addition:*
 - Added “FY24 HSGP Funding Advocacy Letter Template” under VII. New Business

IV. Approval of Minutes

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

V. Committee Reports

- AAF Reports
 - Ottawa Co:
 - FY22 Drone Accessories – LETPA
 - a. Motion: Hunt
 - b. Second: Watkins
 - c. Discussion: Includes language that clarifies this AAF is written purely for accessories such as batteries/chargers

and not a drone itself so hopefully a waiver is not requested; submitted but no word back from EMD yet.

- d. *All in Favor*
- e. THIRA Gap Alignment: Protection & Prevention
- FY22 Barricade Project – LETPA
 - a. Motion: Hunt
 - b. Second: Watkins
 - c. Discussion: It was super helpful to have Meridian present their products at last month’s Planning Board meeting.
 - d. *All in Favor*
 - e. THIRA Gap Alignment: Protection & Prevention
- Kent Co:
 - FY22 KCSO Radiological Protection & Detection Project – LETPA
 - a. Motion: Watkins
 - b. Second: Hunt
 - c. Discussion: None
 - d. *All in Favor*
 - e. THIRA Gap Alignment: Protection & Prevention
 - FY22 City of GR All Hazards Incident Management Training Project
 - a. Motion: Watkins
 - b. Second: Hunt
 - c. Discussion: Happy to see GR hosting another class, it was very well-received when offered last year.
 - d. *All in Favor*
 - e. THIRA Gap Alignment: Public Safety/EM Functions
 - FY22 KEMS Credentialing System
 - a. Motion: Watkins
 - b. Second: Hunt
 - c. Discussion: This project is a continuation of a previously funded HSGP project for supplies; no subscription.
 - d. *All in Favor*
 - e. THIRA Gap Alignment: Public Safety/EM Functions
 - FY22 GRPD Bomb Squad Equipment Project – LETPA
 - a. Motion: Hunt
 - b. Second: Watkins
 - c. Discussion: Noticed we need to add an AEL # for shipping costs; has been submitted to EMD.
 - d. *All in Favor*
 - e. THIRA Gap Alignment: Protection & Prevention
- Mason Co:
 - FY22 Law Enforcement Radio Project - LETPA
 - a. Motion: Hunt
 - b. Second: Watkins
 - c. Discussion: Inside the cost section funds for a 3-year essential service component – EMD may have an issue with this due to FY grant cycles – such has been the case in

the past; AAF has been submitted to EMD already so we will wait to hear back.

- d. *All in Favor*
- e. THIRA Gap Alignment: Public Safety/EM Functions
- Muskegon Co:
 - FY22 Cellebrite Renewal Project – LETPA
 - a. Motion: Watkins
 - b. Second: Hunt
 - c. Discussion: This AAF is a continuation of previously funded HSGP project.
 - d. *All in Favor*
 - e. THIRA Gap Alignment: Protection & Prevention
 - Lake Co:
 - FY22 Interoperable Communications Project
 - a. Motion: Hunt
 - b. Second: Watkins
 - c. Discussion: Provides for radios for cache, not just LE.
 - d. *All in Favor*
 - e. THIRA Gap Alignment: Public Safety/EM Functions
 - Regional:
 - FY22 Region 6 Cyber Consortium Project (NPA)
 - a. Motion: Watkins
 - b. Second: Hunt
 - c. Discussion: Leah has been working with Abe; no dates set yet but aiming for late Summer '24.
 - d. *All in Favor*
 - e. THIRA Gap Alignment: Protection & Prevention
 - FY22 Regional Barricade Project (NPA) – LETPA
 - a. Motion: Hunt
 - b. Second: Watkins
 - c. Discussion: This AAF is written to purchase one full barricade system to be used regionally; the ultimately goal throughout the next few FYs is to be able to purchase at least 3 full systems for the region using this NPA as well as the Election Security NPA.
 - d. *All in Favor*
 - e. THIRA Gap Alignment: Protection & Prevention
- WMRMC Fiduciary Report – None, will present at Planning Board meeting
 - At the Planning Board meeting on Monday 4/22 we will encourage everyone to attend the Fiduciary Training on 5/6 from 1-4pm before GLHS Conference begins on 5/7; MiTrain registration needed
- Regional Coordinator Report
 - AAFs status update:
 - Between FY22 & FY23 AAF submissions, we have 34 so far to review, approve, and process; around 10-15 AAFs will be placed on the next few upcoming agendas

- Discussion was had about switching from roll-call voting for approvals at the Planning Board meetings to a faster “consensus by voice vote” due to the large number of AAFs needing votes
 - a. The previous fiduciary, WMSRDC, required a roll-call vote
 - Katherine will ask Amanda to write a statement as the current fiduciary giving permission to switch to consensus
 - b. Approval votes on Regionally-funded projects (such as NPAs, etc) will still be conducting by roll-call vote
- Regional Workbooks
 - FY23 Workbook Quick Guide will be made and presented at this month’s Planning Board meeting – this is the colorful document made in the past (for FY22) to easier explain our HSGP Investment and Project categories; will be put on our website
 - FY24 Workbook has now been approved by EMD
- Website Updates
 - Will be pulling the Clean-Up Projects RTF Kit Needs survey offline
 - Will be adding a “NPA Info” section within member portal
 - Golden Apple Award Nominations
 - a. Have had around 3 submissions so far
 - b. Will remind PB members on 4/22 to make noms
 - c. Will be awarded to winner at May PB meeting
- Region 6 Sub-Committee Report (NPA, LETPA, HazMat)
 - LETPA
 - Still on schedule for FY21/22, still a needed focus for FY23
 - Encourage all R6 members to conduct as many LETPA projects as possible for FY23
 - NPAs
 - FY22
 - a. Robot Avatar – aiming to be delivered September ‘24
 - b. Cyber Consortium – in the process of organizing
 - c. GrayKey/Cellebrite – AAFs written, complete
 - i. Annual subscriptions end at the end of November
 - ii. FY23 – we will need to revisit this project due to the financial situation currently being navigated within Isabella Co; there may be potential to provide the license(s) to the City of Mt. Pleasant if the county is no longer an option – an FY23 IGA would need to be signed between WMRMC and the City of MP if this is something that happens; extra care would need to be taken to avoid any supplantation of government funds
 - d. Barricade Project
 - i. Leah has been working with Meridian on our Region 6 plan to purchase multiple complete anti-vehicle barrier systems over the next few FYs

- e. Cellular Response Consoles – awaiting AAF approval
- f. Stop the Bleed Train the Trainer Kits – awaiting AAF approval
- g. BERLAs (Vehicle Data Extraction Devices)
 - i. When we received the quote for the BERLA system, it included training costs
 - 1. This training is 40 hours total and graduates obtain accreditations; the class is not a requirement to purchase or use the device itself but it is highly recommended
 - 2. In order to create a class, 50 people are needed – the closest class to us right now is being held in Ohio; none are being offered in Michigan at this time; virtual training and “train the trainer” classes are not available
 - 3. A remaining question is whether or not this class would need to be taken multiple times to keep accreditation status
 - ii. Next steps and possible solutions:
 - 1. Leah will discuss the product with local Ottawa Co detectives to determine the importance of the training/accreditations; this may be especially important for any evidence that would be used in future trials; Lt. Theaker also said he would ask around MSP within the traffic / accident reconstruction department
 - 2. We could potentially buy a fewer number of devices and use the remaining funds to send people to the training in Ohio; we would potentially need to amend our project description for FEMA approval
 - 3. We could potentially buy the devices this year but hold them and re-write our FY23 NPA project description to include travel/training costs
 - 4. We could potentially ask the counties who are receiving the devices if they would be willing to use other local funds to send their representatives to the training in Ohio
 - 5. We could potentially gather enough people from across the State to get the 50 needed to put a class on; this could potentially include MSP or other local traffic/accident reconstructionist groups, detectives, and

perhaps private sector businesses such as insurance associations

iii. Continued discussions will be ongoing

- Planning Sub-Committee (THIRA)
 - Katherine and Alex recently met and determined an action plan going forward in order to finish our current THIRA document, aiming for completion by end of June if possible
 - Will continue to request info from counties in the form of small, short online surveys as well as use fillable templates
 - Next in-person THIRA meeting is scheduled for April 22 at 1pm following the R6 Planning Board meeting

VI. Action Items/Updates

- FY21 Clean-Up Project: RTF Kit Packing Day
 - Doodle Poll to determine best day was sent out, 15 responded and May 2nd is the best day with 12 people being able to make it
 - The event will be May 2nd from 1-4pm at the Muskegon Co Administration Building (same as last year) – volunteers are also welcome to arrive at 10am if they would like to help sort/organize supplies; more details to follow
 - We should have around 4-5 vacuum sealers to be used: Troy said he has one we can borrow, 2 borrowed from Josh, 1 borrowed from Abby, 1 from Muskegon
 - Reminder of Project Scope:
 - One kit in every medically-licensed vehicle and one kit in every patrol car within Region 6

VII. New Business

- FY24 HSGP Funding Advocacy Letter Template
 - Allison is currently attending an IAEM Conference/Retreat, they planned on discussing the cuts to the FY24 HSGP Grant (among other concerning cuts to additional grants traditionally relied upon by local EMs) and it is hoped that talking points and possible letter template(s) will be initiated/developed; it was discussed that submitting individual letters to each jurisdiction's legislative representatives will be most impactful over submitting one letter from the Region (13-15 letters vs. 1 is more noticeable to those working within the legislative offices)

VIII. Open Discussion

- Lou will not be able attend PB on 4/22 due to being in Orlando
- MDARD & Avian/Bovine Flu
 - Lou got a call from MDARD recently that alerted him to a found case in Ottawa County of the newly-discovered virus being transmitted between birds with Avian Flu to cattle
 - It was discussed that this bovine flu variant being found in cattle is not as contagious as the avian version; cattle testing positive are being quarantined for up to 5 days but no culls are needed at this time

- MDARD legally cannot give specifics on such cases (location, name of farm, etc) which has been frustrating for EMs across the State; a few other cases have been found recently within Region 6 counties; if anyone needs help navigating a similar situation, Lou has offered to help and to please contact him for more information
- It was discussed that EMs should be considered trusted partners during situations that concern MDARD; more advocacy in this area is needed
- Lt. Theaker reported that there are federal teams now working within the State (such as USDA representatives and responders) to handle the situation as it develops; the first case was found in Texas
- IPAWs & WEA
 - Recently Ottawa Co utilized IPAWs to send out an emergency evacuation notification due to the potential for an explosion at a factory based in Spring Lake
 - Their settings used on IPAWs also sent out an WEA message as a default
 - This caused confused by local community members and media because they did not read the entire message; Abby said the same thing happened back in August during their exercise
 - Ottawa Co recommends to other counties that changing the default to send purely IPAWs messages and no WEA (which is generally much more broad in scope) during appropriate situations (up to EM’s discretion) could save others from the same amount of community confusion
- Mass Notification Platforms
 - Abby recently helped review 6 mass notification vendors and their platforms; she favorited 2 in particular
 - Abby will be putting together a 1-pager with information about the various vendor options; if multiple counties are interested in the same vendor we might have more purchasing power as a Region/group
 - CodeRed: it was discussed whether all Region 6 counties used/had access to CodeRed as a back-up notification system (if it is not their primary); Lt. Theaker reported not all counties use it or if they do it goes unreported; further encouragement to utilize can be made

IX. Public Comment – None

X. 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

XI. Adjourned at 12:41pm

- The next Region 6 HSGP Planning Board Meeting is April 22, 2024
- The next Region 6 Planning Subcommittee (THIRA) Meeting is April 22, 2024 at 1pm following the Planning Board meeting
- The FY21 Clean-Up Project: RTF Kit Packing & Pick-up Day is May 2, 2024 from 1pm-4pm at the Muskegon County Administration Building (1903 Marquette Ave, Muskegon MI 49442) – more information to follow
- The next Executive Committee Meeting is May 13, 2024