

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 Homeland Security Planning Board Meeting Minutes

April 22, 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. **National Weather Service, Jim Maczko** – Final two spotting trainings will be held soon, contact Jim for more information. Reminder to validate your email address for NWS account access. There is a possibility for frost/freezing tonight/this week, as well as a fire concern. Possible severe weather this Saturday. If you would like NWS to attend one of your events, you can fill out an online form – the link was inside a recent slide deck from EMD. Abby expressed gratitude for NWS changing the timing of their red flag warnings to be earlier; said it has been extremely helpful when planning for school closures, etc.
- B. **Muskegon Co Health Department, Dori Peters** – Cases of Avian Flu have been seen in multiple Region 6 counties in both avian and bovine populations; current risk to humans is low. The health departments have been monitoring any humans exposed. Cases of measles have been seen in Southeast Michigan. Abby discussed her recent experience with the Avian Flu breakouts in livestock: she advises all EMs to be prepared for requests for large amounts of water from MDARD/USDA/local officials to address outbreak – logistically complicated. MDARD has been posting reports/updates on their website for more info.
- C. **Region 6 Healthcare Coalition, Luke Aurner** – R6HCC will be involved in a full-scale exercise at Gerber Hospital on May 13. Hosting BDLS on May 20, HERT classes May 29 & 30 and ADLS on May 31; contact Luke for more info and/or read Monday’s R6HCC email updates.

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	X	Newaygo County – Abby Watkins (Chair)
X	Isabella County – Marc Griffis	X	Oceana County – Troy Maloney
X	Kent County – Matt Groesser	A	Osceola County – Mark Watkins

X	Lake County – Erik King	X	Ottawa County – Leah DeLano (AL)
X	Mason County – Heath Scarbrough	X	City of GR – Allison Farole (Secretary)
X	Mecosta County – Patrick Maddox	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
X	Amanda Frifeldt – WMRMC, Fiduciary
V	Mark Schmiedeknecht – WMRMC, Fiduciary
X	Lt. Orville Theaker – MI State Police / EMD
V	Julie Adams – Isabella County
X	Helen Lee – Isabella County
X	Don Divis – Lake County
V	Jerry McCoy – Montcalm County
A	Scott Corbin - Kent County
X	Alexander Yared – Kent County
X	Luke Aurner – R6 Healthcare Coalition
V	Jim Maczko – National Weather Service, Grand Rapids
V	Dori Peters – Muskegon County Health Department

V. Approval of the Agenda

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

VI. Approval of Prior Meeting Minutes

- A. Motion: Mecosta Co
- B. Second: Clare Co
- C. *All in Favor with Changes:*
 - March Meeting Attendance Roll Call - corrected

VII. Public Comment – None

VIII. Presentation – None

IX. Fiduciary Report

- A. FY21 and FY22 fiduciary financial spreadsheets sent out via email. Additional updates to be added after BSIR due, and spreadsheets to be sent prior to GLHSC in May.
- B. Fiduciary has received almost all HSGP Personnel Certificates due May 1st. As a reminder to all, these are due twice a year from all individuals paid out of the HSGP grant funds, due every Nov 1 and May 1. WMRMC on track to turn in by deadline - on time.
- C. The last few weeks have seen many reimbursement packets and AAFs.

- D. WMRMC is looking to update Accounts Payable options - hoping to gear more towards ACH payments and fewer physical checks. This includes HSGP payments. An email will be forthcoming with more information.
- E. Region 6 is currently using the FY22 Governance AAF, FY21 was closed and included in clean up project.
- F. BSIRS due dates are coming up at the end of April. Majority of HSGP M&A hours next two weeks will be spent on this.

X. Workgroup Reports

A. Citizen Corps

- There are currently 4 active Medical Reserve Corps active in Region 6 and less than 12 total in the State
- There are currently 8 active CERT Teams in Region 6
- Let Abby know if any team contacts or leads have updated their contact information

B. MEMA/IAEM

- MEMA
 - The meeting being held during the GLHS Conference will only be open for MEMA members to attend
 - Membership to MEMA is very encouraged in order to have a voice and advocate for EMs on a State/Fed level; especially with the recent FY24 budget cuts to our most utilized grants
- IAEM
 - Allison recently attended the IAEM Board Retreat in Kentucky
 - Membership to IAEM is also very encouraged; this organization pays for lobbying and advocacy work on a national level
 - Working on a template letter to be used by counties addressing the recent budget cuts and urging more spending in FY25
 - IAEM can help provide “return on investment” language when addressing local, State and Federal officials
 - Discussion was had about the importance of local Boards and local Commissioners being informed of the work Emergency Managers do; doing so can help ensure future funding

C. Region 6 IPAWS

- There will be a meeting this coming Wednesday and Jerry Becker plans on attending
- 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 they recently saw during an evaluation alert they sent out

D. Regional MOU

- No updates at this time, document still under review

XI. Committee Reports

A. Executive Committee

- Thank you to Troy Maloney for attending this month's Executive Committee meeting; everyone who may want to hold a Planning Board position in the future is welcome to sit-in and observe
- B. Region 6 Sub-Committee (NPA, LETPA, HazMat)
 - LETPA
 - Region 6 remains on track for FY21 & FY22 but FY23 is still a concern; currently about \$65k short on meeting the 35% requirement when not factoring in local allocation LETPA projects
 - NPAs
 - FY21
 - a. Continue awaiting the delivery of the Avatar robot
 - FY22
 - a. Cyber Consortium – agenda planning and organizing is underway
 - b. GrayKey/Cellebrite – complete; Isabella Co will need to touch base with Leah regarding FY23
 - c. Barricades – Leah has been in discussions with Meridian regarding our next few FY budgets and our goal of obtaining multiple sets of anti-vehicle barricade systems and they are very interested in helping us achieve this goal
 - d. Stop the Bleed Kits – undertaking purchasing paperwork
 - e. Cellular Response Consoles – undertaking purchasing paperwork
 - f. BERLAs (Vehicle Data Extraction Devices)
 - i. Have run into the issue of training expenses: there is a highly recommended training course on using this device, 40hrs total & accreditations are earned regarding the mechanics (Level 1) and processing of evidence (Levels 2 & 3); no training classes are being held in Michigan, closest ones are in Illinois or Ohio; our quote covered class registrations but not travel/lodging
 - ii. Lt. Theaker spoke with the MSP accident reconstruction team who described the device as being very complex but extremely valuable to gather evidence; whichever counties are interested in acquiring this device will need to make sure whoever undergoes the training is well-versed in this arena and holds the needed expertise
 - iii. A possible solution may be to ask interested counties to pay for their own travel or purchasing less devices and spend more on travel
 - FY23
 - Undergoing process of determining FY23 NPA budgets

- Leah submitted a revised NPA Project Description for Election Security that will switch focus to barricades; still awaiting approval on the change from EMD/FEMA
- Still planning on more BERLAs, Cellular Response Consoles & Active Assailant Kits, GrayKey
- Hazmat
 - Upcoming Quarterly Meeting will be held on May 13
 - There will be a State Planning Meeting held on June 3
- B. Region 6 Planning/THIRA Committee
 - Next meeting will be held today after the Planning Board at 1pm
 - Requests for missing data will continue to be sent out
 - Aiming to complete our current THIRA document by end of June

II. **Region 6 Coordinator Report**

- A. FY23 Workbook Quick Guide Sheet
 - Created to help fill out FY23 AAFs – it is a summary of all projects planned on being carried out by Region 6
 - Feel free to use this to copy and paste directly into the AAF
 - This sheet will be emailed out as well as added on the our website
- B. FY24 Workbook Status
 - EMD has accepted and approved our FY24 Project Workbook; this was our first draft – once a budget is determined, the final version will be submitted in October
- C. Region 6 Golden Apple Award Nominations – submit on our website
 - The Golden Apple Award is a fun, light-hearted new tradition within Region 6. It will be awarded yearly to one Region 6 jurisdiction in recognition of the shenanigans, achievements, silly stories, news events, achievements, razz-worthy predicaments and/or other outlandish or legitimately genuine reasons
 - To make your nomination(s), you can now visit our website within the Members Only and click on the button: Golden Apple Award
 - Or click this link: <https://www.region6hsgpmi.com/golden-apple-award.html>
- D. Region 6 HSGP Website
 - Link: <https://www.region6hsgpmi.com/>
 - Contact Katherine for the password to the “Members Only” area; password will be changed in May and will provide new password at May Planning Board meeting

III. **Formal Correspondence** – None

IV. **Motions**

- A. Ottawa Co:
 - **FY22 Drone Accessories – LETPA**
 - Motion: Kent Co
 - Second: Mason Co
 - *Motion Passes by Consensus*

- **FY22 Barricade Project – LETPA**
 - Motion: Isabella Co
 - Second: Kent Co
 - *Motion Passes by Consensus*

B. Kent Co:

- **FY22 KCSO Radiological Protection & Detection Project – LETPA**
 - Motion: Oceana Co
 - Second: Newaygo Co
 - *Motion Passes by Consensus*
- **FY22 City of GR All Hazards Incident Management Training Project**
 - Motion: City of Grand Rapids
 - Second: Newaygo Co
 - *Motion Passes by Consensus*
- **FY22 KEMS Credentialing System**
 - Motion: Mason Co
 - Second: Clare Co
 - *Motion Passes by Consensus*
- **FY22 GRPD Bomb Squad Equipment Project – LETPA**
 - Motion: Clare Co
 - Second: Isabella Co
 - *Motion Passes by Consensus*

C. Mason Co:

- **FY22 Law Enforcement Radio Project – LETPA**
 - Motion: Clare Co
 - Second: Muskegon Co
 - *Motion Passes by Consensus*

D. Muskegon Co:

- **FY22 Cellebrite Renewal Project – LETPA**
 - Motion: Kent Co
 - Second: Oceana Co
 - *Motion Passes by Consensus*

E. Lake Co:

- **FY22 Interoperable Communications Project**
 - Motion: Mason Co
 - Second: Newaygo Co
 - *Motion Passes by Consensus*

F. Regional:

- **FY22 Region 6 Cyber Consortium Project (NPA: Enhancing Cybersecurity)**
 - Motion: Kent Co
 - Second: Muskegon Co
 - *Motion Passes*

	Jurisdiction – Representative		Jurisdiction – Representative
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X	Clare County – Jerry Becker	X	Muskegon County – Renee Gavin
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X	Isabella County – Marc Griffis	X	Oceana County – Troy Maloney
X	Kent County – Matt Groesser	A	Osceola County – Mark Watkins
X	Lake County – Erik King	X	Ottawa County – Leah DeLano (AL)
X	Mason County – Heath Scarbrough	X	City of GR – Allison Farole
X	Mecosta County – Patrick Maddox	X	Saginaw Chippewa Indian Tribe – Fred Cantu
X	Montcalm County – Eric Smith		
X = Voted Yes N = Voted No			

- **FY22 Regional Barricade Project – LETPA (NPA: Enhancing the Protection of Soft Targets & Crowded Spaces)**
 - Motion: Mecosta Co
 - Second: Muskegon Co
 - *Motion Passes*

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X	Lake County – Erik King	X	Ottawa County – Leah DeLano (AL)
X	Mason County – Heath Scarbrough	X	City of GR – Allison Farole
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X	Montcalm County – Eric Smith		
X = Voted Yes N = Voted No			

V. Action Item Updates

- A. FY21 Clean-Up Project: RTF Kit Packing Day
 - May 2nd at the Muskegon County Administration Building
 - Time: 1-4pm, volunteers are welcome early at 10am for set-up
 - Address: 1903 Marquette Ave, Muskegon MI 49442
- B. Mason Co requested written explanation for why the kit supplies are vacuum sealed; this is done for space saving and as a best practice
- C. Scope of this project: to provide one kit to all medically-licensed vehicles and LE patrol cars within the Region

VI. Old Business

- A. Past Purchases

- For specific directions on any HSGP-funded items or equipment you would like to dispose of, please contact Paul Lounsberry (lounsberryp@michigan.gov) and cc Lt. Theaker

VII. New Business – None

VIII. Open Discussion

- Mason Co asked that if anyone has previously dealt with the crash of their credentialing system to please contact Heath if any help could be provided; also recommends backing up your ID system so not all data is lost
- Ionia Co inquired about the frequency of the BERLA training needed: the class would only need to be taken once and is not a reoccurring certification
- Newaygo Co discussed their recent review of various alert notification system vendors; Abby is putting together an overview sheet on the info they gathered and can share that within the Region for those interested

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

IX. Adjourned at 11:40am

- The FY21 Clean-Up Project: RTF Kit Packing Day is May 2, 2024 at the Muskegon County Administration Building (1903 Marquette Ave, Muskegon MI 49442) from 1-4pm
- The Great Lakes Homeland Security Conference will be held May 7-9, with a Fiduciary Training on May 6 from 1-4pm – contact MSP for more information
- The next Executive Committee Meeting is May 13, 2024
- The next Planning Board Meeting is May 20, 2024