Approved on October 11, 2013

**Policy Committee Ad Hoc Conference Call**
**July 9, 2013**
**3:00 – 3:45 PM**

# Minutes

Policy Committee Attendees:

1. Tony Hyde, Commissioner, Columbia County (Chair)
2. Cate Arnold, Council President, City of Beaverton
3. Aron Carleson, Council President, City of Hillsboro
4. Donna Jordan, Councilor, City of Lake Oswego
5. Joe Rizzi, Director, Multnomah County Emergency Management (Alternate for Jeff Cogan, Multnomah County Chair)
6. Larry Smith, Councilor, City of Vancouver
7. John Ludlow, Clackamas County Chair
8. Kim Tierney, Councilor, City of Vernonia
9. Casey Wheeler, Councilor, Columbia City
10. Steve Novick, Commissioner, City of Portland
11. Don Bohn, Assistant County Administrator, Washington County (Alternate for Dick Schouten, Commissioner, Washington County)
12. Cathy Harrington, Neighborhoods and Community Engagement Director, City of Gresham (Alternate for Lisa Barton Mullins, Council President, City of Fairview)

Presenters:

1. Scott Porter, RDPO Steering Committee Chair; Director, Washington County Emergency Management Cooperative
2. Denise Barrett, Administrator, RDPO

Agency/Program Representatives:

1. Jan Bader, Program and Policy Development Manager, City of Vancouver
2. Carmen Merlo, City of Portland's Representative to the RDPO Steering Committee; Director, Portland Bureau of Emergency Management
3. Cheryl Bledsoe, Clark County's Representative to the RDPO Steering Committee; Division Manager of Emergency Management, Clark County Regional Emergency Services Agency
4. Dave Kirby, RDPO Steering Committee Vice Chair; Undersheriff, Clackamas County Sheriff's Office
5. Nancy Bush, Clackamas County's Representative to the RDPO Steering Committee; Director, Clackamas County Emergency Management
6. Adrienne Donner, RDPO Program Committee Vice Chair; Program Coordinator for the Cities Readiness Initiative

**Agenda Items:**

| Number | Time | Item | Presenter/Facilitator |
|---|---|---|---|
| 1 | 3:00 pm | Welcome, Telephonic Roll Call/Introductions, Confirm Quorum and Agenda Review | Commissioner Hyde, Policy Committee Chair |

| Number | Time | Item | Presenter/Facilitator |
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| 2 | 3:10 pm | Presentation of the RDPO Steering Committee's Proposal: *Include RDPO Project Concept #1 in Multnomah County's application to the FY2013 Oregon SHSP*[1] | Scott Porter, Steering Committee Chair |
| 3 | 3:20 pm | Committee Discussion and Action on the Proposal | Commissioner Hyde |
| 4 | 3:30 pm | Next Steps | Denise Barrett, RDPO Administrator |
| | 3:40 pm | Good of the Order | Commissioner Hyde |
| 5 | 3:45 pm | Adjourn | Commissioner Hyde |

1. **Welcome, Telephonic Roll Call/Introductions, Confirm Quorum and Agenda Review** – *Chair Hyde, Supported by Denise Barrett*

Chair Hyde commenced the conference call at approximately 3:07 PM and welcomed all participants. Denise conducted a roll call of Committee members. Others on the call were asked to self-introduce. She also confirmed that more than a quorum of Policy Committee members was present (quorum is nine; 12 members were present – see attendance list above).

2. **Presentation of the RDPO Steering Committee's Proposal** – *Scott Porter, RDPO Steering Committee Chair*

Scott Porter reviewed the progress to date following the June 14, 2013, Policy Committee meeting. At that meeting, the Policy Committee agreed they wanted to vote on the proposal of including an RDPO project in the FY2013 State Homeland Security Program (SHSP) grant application of one of the four Oregon counties in the region. He reviewed the reason why the region was considering an RDPO project option – namely, that the region will not be receiving a UASI FY2013 grant and needs bridging funds to ensure continuity while decisions are made on how to sustain the RDPO. He noted the RDPO is the organization intended to keep the region engaged in regional disaster preparedness work.

Mr. Porter then reviewed the decision-making process for today's proposal:

- The Homeland Security grant committees of Clackamas, Columbia, Multnomah, and Washington Counties have all met separately and considered the RDPO proposal. These committees were provided a paper with three RDPO project concepts, which the RDPO Administrator also shared with the Policy, Steering and Program Committees to guide decision-making. Only the Columbia County Homeland Security Grant Program Committee voted against the RDPO submitting a project for FY2013 SHSP grant funds. The three counties in favor of the RDPO submitting a project varied on which of the three options they would support, but the common denominator was that they could all live with Option #1.
    - A discussion then ensued on how the process unfolded in the four counties. Concerns raised about county commissions not having officially voted on the question of an RDPO project submission were addressed and allayed by information that demonstrated due diligence in engaging key elected leaders and other stakeholders in each county.
    - Two Committee members also raised the question: Why would we not support an RDPO project?

[1] A more specific budget size will be proposed at the time of this presentation.

- Two reasons were discussed:
  - A concern about competition for funds. All county and regional applications will compete against each other for the available funds and regional applications can be awarded higher points in the review process. It was noted that the pot of funds available is larger this year than last (FY2012: approx. $2.13 million; FY2013: approx. $2.77 million, a 30% year-over-year increase).
  - The question of value. If members don't see value in the organization, its work, and the benefit additional funds can provide, then an application shouldn't be submitted. Mr. Porter explained that addressing the issue of value is integrated into the RDPO processes of formalizing the organization and completing the strategic and sustainability planning projects in the coming months.

Mr. Porter then continued his presentation:

- Both the Program and Steering Committees of the RDPO received the concept paper and provided preliminary support for the RDPO submitting a project for SHSP funds pending consideration by the county committees. Following the news of the county-level results, the Steering Committee conducted an email vote from July 8-9, 2013, asking the members if they were in favor of or against inclusion of "RDPO Project Concept #1" as written and budgeted (approximately $182,000) in the paper. Twelve members submitted their votes by the noon deadline on July 9. Eleven members voted in favor of the proposal and one voted against.

**3. Committee Discussion and Action on the Proposal** – *Chair Hyde*

As most of the discussion of the proposal occurred intermittently during Mr. Porter's presentation, a separate discussion was not held.

- Clackamas County Commissioner John Ludlow made a motion to approve the inclusion of RDPO Project Concept #1 in Multnomah County's application for FY2013 Oregon SHSP grant funds.
- Lake Oswego Councilor Donna Jordan seconded the motion.
- Chair Hyde called for a vote, which was completed by roll call:

**The Vote: Nine (9) in favor; Two (2) opposed; One (1) abstained**

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| 1. Tony Hyde, Commissioner, Columbia County (Chair) | In Favor |
| 2. Cate Arnold, Council President, City of Beaverton | In Favor |
| 3. Aron Carleson, Council President, City of Hillsboro | Opposed |
| 4. Donna Jordan, Councilor, City of Lake Oswego | In Favor |
| 5. Joe Rizzi, Director, Multnomah County Emergency Management (on behalf of Jeff Cogan, Multnomah County Chair) | In Favor |
| 6. Larry Smith, Councilor, City of Vancouver | Abstained |
| 7. John Ludlow, Clackamas County Chair | In Favor |
| 8. Kim Tierney, Councilor, City of Vernonia | Opposed |
| 9. Casey Wheeler, Councilor, Columbia City | In Favor |
| 10. Steve Novick, Commissioner, City of Portland | In Favor |
| 11. Don Bohn, Assistant County Administrator, Washington County (on behalf of Dick Schouten, Commissioner, Washington County) | In Favor |
| 12. Cathy Harrington, Neighborhoods and Community Engagement Director, City of Gresham (on behalf of Lisa Barton Mullins, Council President, City of Fairview) | In Favor |

**4. Next Steps** – *Chair Hyde and Denise Barrett*

- Ms. Barrett explained that the SHSP grant application is due to OEM on July 26, 2013. Commissioner Hyde emphasized the importance of the Committee meeting shortly after knowing the results. Mr.

Porter said that awardees will be informed in early October, which he said aligned perfectly with the anticipated October Policy Committee meeting.

- Ms. Barrett said that next week she will be circulating a Doodle Poll to determine the best date for the next meeting. Members will also receive a packet of materials as a follow-up to the phone call today and the June 14 Committee meeting.

**5. Good of the Order** – *Chair Hyde*

Chair Hyde called for other items or announcements. There were none.

**6. Adjourn** – *Chair Hyde*

Chair Hyde adjourned the meeting at 3:43 PM.