

## Steering Committee Meeting Minutes

November 2, 2015, 1:00 - 3:00 pm

American Red Cross

3131 N Vancouver Ave.

Portland, OR 97227 [Board Room]



# RDPO

Regional Disaster Preparedness Organization

Unified. Prepared. Resilient.

**Attendance: [Quorum was present - 17 of 24 current positions]**

### Steering Committee Members

1. Carmen Merlo, SC Chair and City of Portland Representative
2. Nancy Bush, SC Vice Chair and Clackamas County Representative
3. Bob Cozzie, Immediate Past SC Chair and Public Safety Communications Representative
4. Scott Porter, Past SC Chair and Washington County Representative
5. Jerry Allen, City of Beaverton Representative
6. Rebecca Geisen, Regional Water Provider Consortium Representative
7. Mike Greisen, Columbia County Representative
8. Mark Gunther, City of Wood Village Representative
9. Scott Johnson, City of Vancouver and Clark County Representative (two positions)
10. Paul Lewis, Public Health Representative
11. Sue Mohnkern, Program Committee Representative
12. Mike Mumaw, Emergency Management Representative
13. Kathryn Richer, Health System Representative
14. Daniel Nibouar (Metro Disaster Debris Planner), proxy for Paul Slyman, Metro Representative
15. Cara Sloman, NGO Representative
16. Chris Voss, Multnomah County Representative
17. Craig Ward, City of Troutdale Representative

### Regional Staff and Guests

1. Denise Barrett, RDPO Manager
2. Emma Stocker, RDPO Planning Coordinator
3. Lisa McOwen, Oregon Department of Justice, TITAN Fusion Center Intelligence Analyst

#### **1) Welcome, Introductions and Agenda Review – Carmen Merlo, Chair**

Carmen opened the meeting at 1:02 pm, then briefly reviewed the agenda, calling for any additions. Hearing none, she proceeded to the next agenda item.

#### **2) Meeting Minutes – Carmen Merlo, Chair**

Carmen asked for a motion to approve the minutes from the October 5, 2015 meeting. Scott Porter motioned for the minutes to be approved as written; Jerry Allen seconded the motion. There was a unanimous vote in favor of approving the minutes.

#### **3) Oregon Water/Wastewater Agency Response Network (ORWARN) Presentation – Chris Wanner, ORWARN Vice Chair and Portland Water Bureau Director of Operations**

- a) Chris explained that the Oregon Water/Wastewater Agency Response Network (ORWARN) is

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composed of [member utilities](#) (currently 117) providing voluntary assistance to each other during an emergency incident. Joining ORWARN is free and there is never any obligation for utilities to provide aid. Chris explained that members establish a contractual relationship under which they are able to voluntarily share resources during an emergency.

- b) ORWARN’s mission is to facilitate rapid, short-term deployment of emergency services, in the form of personnel, equipment and materials, that are needed to restore critical operations to utilities that have sustained damages from natural or man-made events.
- c) WARNs were developed in the U.S. upon the premise that since emergencies often transcend jurisdictional boundaries effective coordination is essential in preserving lives and property. ORWARN is part of a [national “utilities helping utilities” effort](#) led by the water and wastewater industry to develop a secure, web-based intrastate resource sharing tool.
- d) Chris said that all U.S. states and provinces in Canada have WARNs.
- e) He said that ORWARN falls under ESF 3 and would have a representative sit at the state in times of real emergency or exercises, such as Cascadia Rising.
- f) Chris shared that ORWARN is big on promoting the use of mutual aid – agencies can call for resources from the system. A [Mutual Aid Agreement](#) signed by participating members promotes:
  - i) Increased emergency planning and coordination;
  - ii) Enhanced access to specialized and vital resources;
  - iii) Expedited arrival of aid to respond and recover quickly from a disaster;
  - iv) Reduced administrative conflict;
  - v) A mutual assistance program consistent with the [National Incident Management System](#) (NIMS); and
  - vi) A sense of hope among survivors due to emphasis on restoration of utility services.
- g) Chris said ORWARN also has an operational plan, which can be found at <http://www.orwarn.org/files/ORWARN%20Operational%20Plan%2009-27-11.pdf>. He emphasized the importance of planning for staff needs on the ground in an event, including shelter, food and water, and caring for their own families.
- h) He was asked how the counties are incorporated into ORWARN, as all partners are either municipal water/wastewater agencies or special districts. He said this is something that still needs to be ironed out. He also mentioned that ORWARN would do well to coordinate with the National Guard, FEMA and Army Corps of Engineers.
- i) The following chart helps explain ORWARN’s preparedness and response cycle:



- j) In terms of ORWARN’s organization/governance, Chris explained that ORWARN has an eight-member [board](#) composed of volunteers from participating utilities within the state. A chair is

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elected by the board to act as administrator for ORWARN. He also said that ORWARN is divided into four regions.

- k) Chris shared that ORWARN hosts an annual conference for members and the next one is scheduled to be held February 24-26, 2016 in Newport, Oregon. You can learn more about this conference at the following link: <http://orwarn.org/news/registration-opens-2016-orwarn-conference>.
- l) Chris was asked how activation of ORWARN works. He said members have volunteered to post their resources on the ORWARN website (only members can access the resource lists). In the event of an emergency, one member can contact another member directly to request access to resources. There is no obligation for a member to give up their resources to another, and any resource lent can be recalled at any time.
- m) Chris said that the members have exercised for events, but there hasn't been a major event to test the system's ability to support scarce resource scenarios.
- n) Chris was asked how ORWARN and the Regional Water Providers Consortium (RWPC) coordinate. He said that ORWARN encourages all members of the RWPC to be members of ORWARN.
- o) Chris shared that WARN does not require state or federal declarations, and includes public and private drinking water and wastewater utilities.
- p) With no other points to share or questions to answer, Chris concluded his presentation.

#### **4) Regional Ebola Response Wrap-Up and August 2015 Wildfire-Related Air Quality Response in the Portland Metropolitan Region – Dr. Paul Lewis, SC Public Health Representative and Tri-County Health Officer**

- a) Dr. Lewis recalled that discussions on how to form an effective Ebola response system began taking place at the state level (with Oregon Health Authority) in September 2014. Public Health agencies, hospital systems (including Legacy, OHSU, Providence and Kaiser) and EMS partners engaged with OHA in an intense three-day strategic planning process that set the roles and responsibilities and initial policies and procedures for the response. Three hospitals: Kaiser Westside, Providence Milwaukie, and Legacy Good Samaritan eventually invested heavily in biological containment units, supplies, and training.
- b) A safe transport system and limited places to safely treat confirmed cases / screen potential cases were the two critical issues. Also, getting the personal protective equipment (PPE) and training right for first responders was a huge challenge, and there is still a concern about inadequate practice donning and doffing of PPE. Dr. Lewis said that Dr. John Jui played an important (heroic, even) strategic role that made EMS nearly immediately available by using existing hazmat gear and training.
- c) The CDC set up Ebola screening at five airports around the U.S. About 40,000 people have been screened through the program. Of the travelers screened, 1,352 had a fever. Upon further investigation of that group, 473 were designated "patients under investigation for possible Ebola infection," and further diagnosed as having malaria, influenza or other ailments. One hundred and sixty (160) patients were actually tested for Ebola, and of those only one (1) was a confirmed case.
- d) November 2014 – March 2015 was the heaviest period for monitoring in Oregon. Ultimately, four individuals had symptoms (e.g., fever) and required medical evaluation; all ended up having malaria and not Ebola. Importantly, all received prompt care and minimal delay in diagnosis and the region is grateful for the service provided by healthcare partners.
- e) When asked about the cost of the response, Dr. Lewis confirmed that the CDC release funds in

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late FY 15 that helped PH departments but provided a maximum of about \$100k/hospital, far less than each spent.

- f) In conclusion, Dr. Lewis said the Ebola response in our region was a great example of bringing together partners, including health systems that normally compete against one another, during crisis to ensure a professional, well-coordinated response.
- g) Dr. Lewis then said a few words about the wildfire-related air quality incident in the Portland Metropolitan Region the weekend of August 22-23, 2015. Portland Bureau of Transportation (PBOT) was scheduled to hold a Sunday Parkways community bike ride on August 23. PBOT coordinated with the Tri-County Health Officers for Multnomah, Clackamas, and Washington counties to assess the information related to the air quality for our region prior to deciding whether to cancel or hold the event. PBOT ended up deciding air quality had improved enough to hold the event. He said this was an example of an ad hoc response to a potential health crisis. For future events like this, there is a need in the region for preparedness planning (e.g., developing standard operating procedures for notification/warning/messaging and partner coordination). He said the role of the Department of Environmental Quality (DEQ) needs to be clarified.

### 5) Developing the RDPO Legislative Agenda and Supporting the Policy Committee to Serve an Advocacy Role – Denise Barrett, RDPO Manager

- a) Denise explained that it has always been the vision to have the RDPO Policy Committee serve as an advocacy body on federal and state legislative issues of importance to the RDPO and its partners in the region. We have had some success influencing the allocation of Emergency Management Performance Grant funding allocations at the state level (i.e., Oregon Emergency Management). At the October 9, 2015, Policy Committee meeting, members voiced their interest in working to develop a legislative agenda for 2016 and agreed methods of action.
- b) Denise then reviewed the following draft legislative concepts for potential RDPO advocacy:
  - i) **Federal Level Bills or Requests for Legislation**
    - (1) Department of Homeland Security Grant Program funding (e.g., **UASI Grant Program**)
    - (2) Earthquake-Tsunami **early warning system** for the West Coast
    - (3) Increased **disaster mitigation** funds
    - (4) Increased federal highway funds for **bridge seismic retrofitting** (including mitigating for liquefaction)
    - (5) Energy investments for mitigating the Critical Energy Infrastructure HUB on the Willamette
    - (6) The Association of Public Safety Communications Officials (APCO) is supporting a request to **reclassify 911 dispatchers from “clerical” to “public safety/first responders.”** This will be huge for labor contracts and the ability of Public Safety Answering Points (PSAPs) to adapt schedules/work weeks differently from Fair Labor Standard Act (FLSA) rules.
  - ii) **State Level Bills or Requests for Legislation – Oregon**
    - (1) Transportation/Bridge financing
    - (2) **HB 2426** recently passed. It changed a 9-1-1 call to be technology agnostic. This has resulted in the need to **rewrite Oregon Administrative Rules (OARs)** to support this legislation. OEM came out with all sorts of elements of a “911 Jurisdiction Plan,” which essentially requires each agency to turn over every contract, all employee/vendor info, all plans, and inventories of all equipment to OEM every year. (Recent APCO-State OEM engagement may yield a lessening of these demands.)

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- (3) There will also likely need to be a legislative push to reopen the **911 funding formula** at the state to make it more equitable across the state; however, this is the Pandora’s box of politics (particularly among small/rural jurisdictions who fund a much higher percentage of their local budgets through the 911 tax).
- (4) **Oregon Resilience Plan specific legislation** (specifics to be determined).
- iii) **State Level Bills or Requests for Legislation – Washington**
  - (1) Scott Johnson to inform the SC.
- c) Denise asked the SC members to share their thoughts on this list.
  - i) Mike Mumaw commented that federal resilience grants focus on climate change mitigation. What about influencing Congress to include resilience to seismic events?
  - ii) Carmen Merlo added: similarly, federal mitigation grants tend to focus on flood. What about adding earthquake?
  - iii) Bob Cozzie explained why it is important to support a revision of the 9-1-1 funding formula for Oregon. Smaller 9-1-1 centers get funding off the top (to the point of being 100% funded by the tax) prior to the remaining funds going to larger agencies (i.e., ends up being a smaller proportion of these agencies’ budgets). There had been an increase in this tax two years ago, when the state decided to tax pre-paid wireless devices. 9-1-1 centers in our region want to identify the right time to ask for a more equitable funding formula.
  - iv) Bob also explained more about the importance of HB 2426: a change in classification of dispatchers to public safety/first responders broadens the definition of work week and changes the timeline for retirement.
  - v) Nancy Bush mentioned the National Institute for Standards and Technology (NIST) had a conversation last week about the importance of the word “resilience.”
  - vi) Scott Porter wondered how to include agency legislative staff in the RDPO Policy Committee’s efforts to determine and act on the legislative agenda. He also cautioned that the councils and commissions that the PC members sit on will need to agree on the agenda and methods. He recommended that the PC focus on federal issues or Oregon Resilience Plan issues, which will likely not be politically charged at the local level.
  - vii) Rebecca Geisen mentioned that the Regional Water Providers Consortium (RWPC) has achieved “one voice” on a number of issues that impact their members. The RWPC has an executive committee that is authorized to do a quick turnaround that is required once bills are introduced.
  - viii) Next steps: Denise will revise the document. Carmen will share with Commissioner Steve Novick, Vice Chair of the Policy Committee, who will chair the next RDPO Policy Committee meeting on December 11, 2015. The Policy Committee will receive a copy of the revised document as part of their packet (to be distributed the week of November 23, 2015).

## 6) Program/Project Updates – Various

- a) **Regional Disaster Debris Management Planning (RDDMP) – Daniel Nibouar**, RDDMP Task Force Chair and Metro Disaster Debris Planner, and **Emma Stocker**, RDPO Planning Coordinator
  - i) Daniel gave a brief overview of the Disaster Debris Management Gap Analysis that he prepared and recently presented to Metro Council. It identifies ten gaps, most of which stem from lack of consensus on how Metro and its partner jurisdictions will coordinate the functions of debris operations. The full report is available at the following link: <https://www.dropbox.com/s/2k8qxoy35po36p/Metro%20Disaster%20Debris%20Gap%20Analysis%20Report.pdf?dl=0>.
  - ii) Daniel said the current regional disaster debris management planning project, in part funded by UASI FY’14 and a Metro contribution to the RDPO, will begin to clarify roles and

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- responsibilities of local, regional and federal partners in regional debris generating events of varying degrees of impact. The project consists of two workshops and a tabletop exercise with partners from around the region.
- iii) Daniel said that debris forecasting and debris management site identification are two next steps in the regional planning process. The Army Corps of Engineers has a model for debris forecasting but it only focuses on storm-generated debris. Some debris forecasting models focus on residential and not commercial or vice versa.
  - b) **RMACS ConOps Implementation – Nancy Bush**, RMACS Task Force Chair and SC Vice Chair and Clackamas County Representative and Kathryn Richer, NW Oregon Health Preparedness Organization and the Regional Health-Medical MAC
    - i) Nancy said that the last few months of the task force’s work have focused on the recruitment of members of the Regional Multi-Agency Coordination (MAC) Group, staff to support the Regional MAC Group, and volunteers to serve on the Regional Logistics Support Team (RLST). The consultant has also begun to conduct various trainings for members of these groups, as well as the Health-Medical MAC Group. Some trainings have had to be canceled due to low registration.
    - ii) Nancy also said the handbook for the Regional MAC Group is complete and available on the RDPO’s website at: <http://www.portlandoregon.gov/rdpo/article/552005>.
    - iii) Nancy said talks have been held with the Northwest Interagency Coordination Center to use their offices as a convening site for the RMAC Group during emergencies.
    - iv) Nancy said engagement with Oregon Emergency Management to resolve outstanding issues of integrating the RMAC in resource ordering processes at the state level are still occurring.
    - v) The task force is also working to resolve concerns raised by fire discipline representatives that the RMAC Group decision-making processes, especially on resource allocation would add an unnecessary bureaucratic layer that could slow emergency response down.
    - vi) Kathryn Richer said that the Regional Health-Medical MAC met in September. Have some new members that are getting up to speed.
  - c) **Disabilities, Access and Functional Needs Project (DAFN) – Scott Porter**, DAFN Task Force Chair and Washington County Representative to the SC
    - i) Scott reported that the City of Portland received five proposals towards for this project and the evaluation panel has shortlisted two top firms. Both have worked on DAFN on a national level. A second level evaluation will be conducted on November 13 to determine the final consulting firm. [Note: Contract will likely be in place by January 2016.]
    - ii) Scott said that Washington and Clackamas counties will be assessed first; a second phase will cover Clark and Multnomah Counties and the City of Portland. Total project will be about eight months long.
    - iii) Denise said that although the procurement process has been protracted, the portion under UASI FY2014 will most likely be completed by April 2016, a month in advance of PBEM Finance’s May 31, 2016, closeout date. OEM’s close of grant date is August 31, 2016. They know this particular project is coming down to the wire.
  - d) **Other Program and Funding Items (e.g., UASI, Project Pipeline) – Denise Barrett**, RDPO Manager
    - i) Monitoring implementation of UASI FY2014: a couple of project amendments; probable amendment of the contract between OEM and PBEM due to shifts in budget lines.
    - ii) Contract for UASI FY2015: PBEM has submitted all of the required documents, including detailed project budgets, to OEM. Waiting for the contract draft. Seems unnecessarily delayed, which will delay the IGAs between PBEM and the counties and regional entities.
    - iii) Project Pipeline in anticipation of a UASI FY2016 Award: work groups/task forces are busy

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developing project concepts for the pipeline. Deadline #1 is December 4, 2015. Deadline #2 is January 12, 2016. The Program Committee will review all of these projects over the next two months then submit a final proposed set to the Steering Committee following its January 19, 2016, meeting.

### **7) Good of the Order** – Carmen/All

- a) Next meeting is scheduled for December 7, 2015 (1:00 – 3:00 pm; TVFR in Tigard).
- b) No other announcements.

### **8) Adjourn:** With no other business for this session, Carmen adjourned the meeting at 2:55 pm.