



Local Planning Team (LPT) Meeting Minutes

Tuesday, August 13, 2019

10:00 am

Eaton County Emergency Operations Center, 911 Courthouse Dr., Charlotte, Michigan

Welcome

Present: Ryan Wilkinson (Eaton Co EM), Rod Sadler (Regional Planner), John Fuentes (Controller's Office), John Imeson (911 Systems Manager), Lt. Ross Tyrell (Eaton Co Sheriff's Office), Michael Armitage (911), Kelly Flynn (911), Lt. Scott Brooks (Eaton County Sheriff's Office), Deputy Chris Cunningham (Eaton County Sheriff's Office), Eileen Thompson (Barry-Eaton District Health Department), Steve Shaver (Eaton County Road Commission), Lt. Chris Blievernecht (Grand Ledge Police), Chief Tom Olsterholzer (Grand Ledge Police), Tyger Fullerton (Charlotte Fire), Sandy Stallard (Eaton Rapids Medical Center)

Call to the Public

None

Approval of the minutes from the April 24, 2019 Meeting - Michael/Scott

EM Wilkinson says there are no by-laws in place, but those will be forth-coming. His concern is there may not be enough voting members present for a quorum. There are projects pending and Ryan can speak to members who aren't present regarding the projects. Chief Osterholzer agreed. Faster approval would be better. Lt. Tyrell says he thinks we should vote then speak with other members who aren't present regarding their vote also. John Fuentes advises as long as there is more than 50% of the voting members present, it is considered a quorum. Motion to accept the minutes made by Michael Armitage, second by John Fuentes. Motion passed (motion made at conclusion of meeting).

Approval of the agenda for the August 13, 2019 Meeting

Motion to accept the agenda as presented by John Fuentes, second by Lt. Blievernecht, motion passed (motion made at end of meeting).

New Business

Eaton County Emergency Operations Plan Update

This has been approved by the Public Safety Committee. All disciplines have also approved their Annexes to the EOP. Full Board vote will be August 21st for full adoption by the Board of Commissioners and signed off by Board Chair. EM Wilkinson will work on EOC operations processes after that. There were questions after last EOC Staff meeting about training requirements for specific EOC positions. EM Wilkinson is getting responsibilities put down on paper for referenceright now. More to come.

Eaton County Emergency Operations Center Update

- Activation Guidelines
- Operations Guidelines – General and Position Specific
- Deactivation Guidelines
- NIMS EOC Training Requirements
- Resource Ordering Procedures and Logistics Management
- Increase PIO Capability
- Equipment and Supplies
- Delta FD EOC MOU

Proposed School Safety Committee

There was an attempt at one a few years ago and EM Wilkinson is trying to reorganize. He wants to get more first responders involved in the drill process at the schools with less EM involvement in the actual drills. The proposed committee would be a good way to look at best practices, how legislation is moving forward, and what the Office of School Safety is doing. EM Wilkinson is looking for 20 to 25 people who might want to be involved, but he won't turn any away. He is looking for more police/fire agencies. Nov, Jan, Mar time frame for meetings. Let Ryan know if you have any interest in it.

Old Business

See pages 3-5 for FY16, FY17, and FY18 HSGP Project Expenditures

Closing of FY16 Homeland Security Grant Program (HSGP)

FY16 closed out. All reimbursements submitted. Zero balance.

HSGP FY17 and FY18 Project Updates

FY17 closes May of 2020. There is only one project outstanding and that's the Eaton County Health and Rehabilitation Center target hardening. They have until May 31, 2020. The FD AVI Vest project is complete. Helmets coming out of FY2019. The FY17 LETPA monies are being directed at a portion of the sUAS project pending.

FY18-Other half of FD AVI projects. There is other grant money still available.

Proposed projects for this meeting include:

First2Warn - \$1,000 - There was discussion at one point on whether to continue with it. It served its purpose during a recent tornado warning when there was about a 1 ½ minute lead time for the warning. It's an important project. There was motion made and a second to accept the project. Motion passed.

Registration for the Michigan Premier Public Health Conference - \$149 – Barry Eaton Health Department. This is a small project to cover registration for the conference. It fits into the terrorism nexus of preparedness. Motion made by Michael Armitage, second by Steve Shaver. Motion passed.

Eaton County Sheriff's Office sUAS - \$19,575 – Referred to as drone, ECSO hopes to start this program using HSGP funding for equipment purposes only. FAA is changing regulations on weekly basis, and they appear to be loosening up. There is a regional committee to share best

practices, policies, and procedures. ECSO plans to get pilots on board with those committees. Chris Cunningham and Andrew Stopcynski are potential pilots. The sUAS would be stored at the Delta office and deployable county wide from there. Pilots must follow CFR, Part 107. Deputy Cunningham spoke about the variety of uses for it including crime scenes, traffic crashes, and emergency management. Others county's within Region One that are using an sUAS are Clinton, Shiawassee, Livingston, and Ingham.

John Fuentes indicated that if this project is approved, consideration should be given to formalize the policies and procedures for the program because there will be a greater concern at the next level of approval. Those considerations in the policies and procedures should include deployment procedures, framework for operation, and whether or not it would be used for surveillance. John advised that he will not be voting for it until there is additional framework for him to review. While he supports the concept, the project needs further development.

Lt. Tyrell indicated there is a policy and procedure almost completed.

John Fuentes indicated the usages need to be defined. Prohibited surveillance for LE should be included. Ingham County has specifics on that. Lt. Tyrell is looking at all of the area policies and procedures.

Lt. Tyrell agreed the policies and procedures do need to be in place.

EM Wilkinson indicated the sheriff's office is looking at the larger of two public safety specific drones. Michael Armitage asked if licensing is different for LE, and Deputy Cunningham explained how that works.

John Fuentes agreed that are significant uses for the sUAS.

Steve Shaver asked about staffing? There are two potential operators right now. Waiting on Part 107 licensing until final approval of the project. There may be regional operators, in the future. The grant covers equipment only.

Motion by Michael Armitage to vote on the sUAS project, second by Lt. Brooks. Motion passed by majority with one nay vote.

Other Projects: Mike Armitage- \$5,000 – Outfitting communications trailer, total project is 30K, 911 surcharge and millage are part of funding, but would like some grant funding to help with the costs. The trailer will be used for 911 communications, AuxComm, on site, planned events, etc. The radio system in the trailer will include MPSCS program, UHF, and VHF.

John Fuentes asked about the status of the EM-50 with the addition of the Comm Trailer.

Lt. Brooks indicated the EM-50 should be retired. It was indicated that at some point, the sheriff's office would like to get a new command post. Michael explained transition to radio system and how it would work with new trailer.

A motion was made by Eileen Thompson and seconded by Lt. Brooks to vote on allocating \$5,000 for the communications trailer. Motion passed.

A portion of the sUAS project would use the remaining LETPA funding from FY17.

First2Warn, the Michigan Premier Public Health conference registration, and allocation for the communications trailer equipment, along with the remaining amount for the sUAS project would come out of FY18.

Training and Exercise Opportunities

- Community Recovery Tabletop Exercise – August 20, 2019 from 10 am – 12 pm
- ICS-300 Intermediate ICS for Expanding Incidents (weekend offering) – September 21-22, 2019
- All-Hazards Communications Technician (COM-T) Course – September 23-27, 2019
- Michigan Emergency Management Association Conference – October 6-8, 2019 Shanty Creek Resort
- ICS-400 Advanced ICS Command and General Staff Complex Incidents (weekend offering) – October 19-20, 2019
- Rising Waters Statewide Exercise – April 14-16, 2020
- TENTATIVE –MGT-346 – Emergency Operations Center (EOC) Operations and Planning for All-Hazards Events - April/May 2020

Closing Comments

None

Adjourn

Motion to adjourn by John Fuentes, second by Lt. Blievernecht, motion passed.

Next Meeting: Wednesday, October 23, 2019 at 10:00 am. Eaton County Central Dispatch, 911 Courthouse Dr., Charlotte, Michigan in the EOC/Training Room.

FY16 Homeland Security Grant Program

FY2016 HSGP

Eaton County

49858.13

AAF	Project	Estimated	SHSP	LETPA	Expended	Notes
			24084.30	25773.83		
80-0001	IWCE Conf	3500	3169.78		3169.78	
80-0023	ALICE Training	7000		6577.75	6577.75	
80-0027rrr	IAEM Conf	2250	2218.43		2218.43	
80-0039	MEMA Conf	25000	134.00		134	
80-0049	EOC Upgrade	7624	5919.22		5919.22	
80-0050r	EMS Bags	5050	4949.55		4949.55	
80-0051	Comm Trailer	6057	5615.32		5615.32	
80-0058	GLHSC	598	598.00		598	
80-0072r	First2Warn	1480	1480.00		1480	
80-0078r	GIS	8479		7394	7394	
80-0080	Radio Accessories	1199		1198.50	1198.50	
80-0087r	Alarm Interface	2500		10603.58	10603.58	

Expended	24084.30	25773.83
Remaining	0.00	0.00

FY 2018 Homeland Security Grant

\$45,348.89		LETPA	SHSP	Grant Period Ending 5/31/2021															
		\$24,576.80	\$20,772.09	\$45,348.89															
Proposed Local Projects	EMHSD NO.			LPT	PS Comm	Regional Board	AAF Submitted	AAF Approved	EHP Y/N	EHP Submitted	EHP Approved	PO Submitted	Ordered	Received / Completed	Invoices Received	EMD-054 Completed			
FD AVI Vests	R1-2018-80-0008		\$8,565.95	1/23/2019	2/7/2019	2/21/2019	4/2/2019	4/9/2019	N	N/A	N/A	5/14/2019	5/20/2019	6/21/18	6/24/2019	6/25/2019			
Committed Funds		\$0.00	\$8,565.95			LE%	0.00%												
Remaining Amount		\$24,576.80	\$12,206.14																
Budgeted Projects Total		\$8,565.95																	
Uncommitted Funds		\$36,782.94																	
Total		\$45,348.89																	