

# Joint Steering & Program Committee Meeting Minutes

March 4, 2019, 1:00-3:30pm  
Port of Portland HQ, Chinook Conference Room  
7200 NE Airport Way, Portland



## **STEERING COMMITTEE ATTENDANCE** (Quorum reached: **15** of **25** active positions represented)

1. Jerry Allen, City of Beaverton Representative
2. Christina Baumann, Public Health Discipline Representative
3. Tammy Bryan, City of Hillsboro Representative
4. Nancy Bush, Clackamas County Representative and Past Chair
5. Bob Cozzie, Public Safety Communications Discipline Representative
6. Rebecca Geisen, Regional Water Providers Consortium Representative
7. **Scott Johnson, SC Vice Chair, Clark County Representative**
8. Gene Juve, City of Vancouver Representative
9. Courtney Patterson, City of Portland Representative
10. Steve Pegram, Columbia County Representative
11. Scott Porter, Washington County Representative
12. Kathryn Richer, Health System Representative
13. Chris Voss, Immediate Past SC Chair and Multnomah County Representative
14. Joel Wendland, Law Enforcement Representative
15. **John Wheeler, Program Committee Chair**

## **PROGRAM COMMITTEE ATTENDANCE**

16. Steve Bregman, Fire/EMS WG Chair
17. Alice Busch, REMTEC Chair
18. Sherrie Forsloff, Health System Rep
19. Jack Nuttall, Public Health WG Chair
20. Henry Reimann, Law Enforcement WG Co-Chair
21. Michael Smith, PDCC Rep
22. Alex Ubiadas, Transit WG Chair
23. Lonny Welter, Public Works WG Chair
24. **Katy Wolf, Program Committee Vice Chair**

## **RDPO Staff and Other Attendees:**

1. Kim Anderson, Portland Water Bureau
2. Denise Barrett, RDPO Manager
3. Beth Crane, RDPO Grants Coordinator
4. Laura Hanson, RDPO Planning Program Coordinator
5. Eric Missman, RDPO Program Assistant
6. Mike Phillips, Management Analyst, PBEM
7. Courtney Ramsey, Intelligence Analyst for the Portland Urban Area, Oregon Department of Justice, TITAN Fusion Center
8. Rob Root, EM Staff Officer, Portland Fire
9. Nora Yotsov, Emergency Manager, Port of Portland

1. **Welcome Introductions, and Agenda Review** – Scott Johnson, Steering Committee Vice Chair
  - a. At 1:02pm, Vice Chair Johnson called the meeting to order, welcomed everyone, and asked for self-introductions.
  - b. [Meeting slides](#).

2. **Administrative Items** – Scott Johnson, Steering Committee Vice Chair
  - a. Mr. Johnson asked for additions or modifications to the agenda. All expressed satisfaction with the agenda as written..
  - b. Mr. Johnson asked the Steering Committee for comments or amendments to the February 4, 2019 Steering Committee meeting minutes. With no changes needed, Vice Chair Johnson called for a motion to approve. Mr. Allen, City of Beaverton Representative, motioned, with a simultaneous second from Ms. Patterson and Mr. Cozzie, followed by a unanimous approval from the SC members..
  
3. **Legislative Actions and Bill Tracking Update** – Scott Johnson & Denise Barrett
  - a. Ms. Barrett called attention to the [bill tracker](#) handout and provided a brief update on Policy and Steering Committee legislation tracking and support activities. There are many emergency management, disaster preparedness and resilience bills in the 2019 session, far more than in previous sessions.
    - i. HB 2205, impacts OEM and was included in Governor Brown’s Resiliency 2025 Plan, with recognition toward addressing airport resilience.
    - ii. HB 2206, establishes a program to certify assessors who could inspect buildings post-earthquake for safe occupancy and quickly get people back into their homes and businesses, relieving stress on mass shelters. In its 2018 S.B. 850 report, OSSPAC had recommended the establishment of a state building assessment program; in a response letter to OSSPAC, the RDPO Steering Committee expressed its support for such as program. .
    - iii. HB 2208, originally introduced by the City of Portland, would establish a grant fund for nonprofits to reinforce URM buildings. Initial ask is for \$20 million in lottery funds. In January, Commissioner Hardesty and Jonna Papaefthimiou from PBEM presented this proposed bill to the Policy Committee and asked the members to help Portland advocate for its passage. The Policy Committee decided to return to their respective jurisdictions in hopes of recruiting support. To date, nine (9) jurisdictions have agreed to support the bill. Denise is drafting a letter of support and, with Policy Committee Chair Karylenn Echols, will go to Salem on March 14 to testify to the House Committee on Veterans and Emergency Preparedness.
    - iv. SB 5557 (a similar seismic hazard reduction bill in Washington State): Mr. Juve (City of Vancouver Rep. to the Steering Committee) indicated the bill is generally favored by decision-makers, but said terminology (“immediate occupancy”) needs more definition. He added that the tax preference language was excluded as it was considered a potential hardship for smaller counties. Ms. Barrett said due to a lack of a majority on the PC to support this bill, the RDPO will not take additional steps toward advocacy on this bill, but if individual jurisdictions want to show support, they are encouraged to send letters or provide testimony.
    - v. HB 5031 relates to Portland’s Critical Energy Infrastructure (CEI) Hub and directs OEM to work with ODOE and DEQ to evaluate options to mitigate post-earthquake environmental impacts, and potentially use ShakeAlert at the site.
    - vi. SB 95, which would require seismic vulnerability assessments at bulk petroleum sites, was identified by Commissioner Meieran (Molt. Co). We will begin to track this and will provide additional information after the Spring Policy Committee meeting.
    - vii. Asked if Steering Committee members had any additional bills they’d like to see tracked. Ms. Patterson mentioned HB 2206, inquiring whether the bill (regarding occupancy inspections) was only a placeholder and if there are any competing bills, as she believes BDS put one in. Ms. Barrett clarified that this is the bill BDS has written.
  
4. **RDPO Projects Pipeline: Program Committee Presentation** – John Wheeler, Program Committee Chair & Beth Crane, RDPO Grant Coordinator
  - a. Ms. Crane provided an overview of the pipeline process to date. See details provided in the slide deck. Drones were a hot topic in this cycle. Three workgroups (Fire/EMS, Law Enforcement, and REMTEC) discussed

submitting potential projects. The Fire/EMS workgroup submitted a proposal that incorporates Fire, EMS, REMTEC and Public Works (Law Enforcement is not included as a discipline in this specific project proposal). Ms. Barrett and Ms. Crane scored all proposals, using [the RDPO Project Criteria Checklist](#). The Program Committee heard presentations from all proposers. The Program Committee reviewed scoring and prioritization and made two adjustments in priorities that form the basis for the recommendations presented to the Steering Committee today. The Program Committee asked Ms. Crane to work with proposers to identify potential reductions to spread limited funding as far as possible. Those reductions are included in today's initial draft recommendations.

- b. In preparing for the release of the Notice of Funding Opportunity (NOFO), the RDPO is applying a planning assumption of flat funding (i.e., \$2.5 million was awarded in 2018). The NOFO release is anticipated in April.
- c. John Wheeler reviewed the federally required set asides: management and administration is capped at 10 % of the total anticipated grant, with OEM keeping \$5,000 and the balance directed to PBEM to support administrative costs, 25% for law enforcement, with both the Titan Fusion Center and cybersecurity required investments at undefined funding levels.
- d. Ms. Barrett gave an overview of RDPO “core costs”, clarifying which positions are included in the grant request— Laura Hall, Laura Hanson, Mike Phillips, and Ms. Crane have salary, benefits and other internal costs included in the \$515,000 requested (the M&A mentioned above is included in the \$515K figure). This figure also includes \$50,000 to support a consultant to conduct the THIRA and SPR work. Note, the new Logistics Program Coordinator, Greg Shortreed, is being funded under the resource management project in the UASI '18 period. Denise and Eric's positions are supported by RDPO member contributed funds.
- e. Program Committee Vice Chair, Katy Wolf presented an overview and analysis of the submitted proposals. A total of 20 proposals from eight different workgroups were received. All proposals are found to be in alignment with RDPO mission areas and priorities. See slides for additional analysis.
- f. The projects proposed by the Law Enforcement Work Group totaled only about half of the required percentage (target \$625K). As in previous years when this occurred, other work group proposals were analyzed to determine if they might qualify, or a portion of those costs might appropriately be included in the law enforcement set aside. The initial law enforcement package included all the law enforcement work group proposals combined with the radio licenses, OHSU radio consoles, and 60% of cybersecurity and 11.87% of nerve agent antidote added together to hit the 25% target.
- g. Program Committee Chair, John Wheeler kicked off presentations by work group chairs to summarize all of their proposals, and referred the group to supplied list of [2019 project proposals](#), which includes a brief summary of each project, which work group it was submitted by, as well as the initial requested funding and its alignment with RDPO strategic goals and objectives..
  - i. Law Enforcement — Ms. Wolf inquired whether the LE Crisis Communications class would be intended for PIOs only, and whether this would be in collaboration with the RDPO PIO Work Group. with LEWG Chair Lt. Henry Reimann answered that anyone wishing to attend could do so, and that the PIO WG would be engaged if the project moves forward. Ms. Crane shared more information about the proposal, adding the goal is for ~200 participants and that the main costs would be instructor/presenter travel expenses. Mr. Ubiadas (representing TriMet and the Transit Work Group), affirmed that their PIO staff would likely attend this, as it would be beneficial to hear concepts, for example on distinguishing emergency messaging from day-to-day communications. Ms. Busch and Mr. Juve inquired as well about the proposal originating from the LEWG rather than the PIO WG. Ms. Barrett reassured that Ms. Crane and Lt. Reimann have been dialoging, and Lt. Reimann adding that the goal is to break down silos.
  - ii. Public Works –
    1. Ms. Patterson inquired as to whether the SPIRE Grant could apply toward the PWWG's request for the additional mobile water treatment plant. Mr. Welter responded that the PWWG did not submit a SPIRE application and clarified the units that qualify for this grant are different than those that have been purchased in the region previously (both in capacity

and treatment method), and the desire is to maintain consistency for training and operational purposes. Additionally, after a recent conversation, they learned OEM already has 107 SPIRE applications currently, and expect more (inferring that the competition for equipment is quite competitive).

2. Regarding the ORWARN website project, Mr. Porter inquired whether the proposal is to move the website to a cloud hosted solution or otherwise. Kim Anderson clarified, the Portland Water Bureau will continue administering, however, the site needs to be migrated to a more modern, stable platform or simply started from scratch, with both scenarios having similar costs. Mr. Juve expressed concern about maintaining a separate system specific to water mutual aid—i.e. how do you prioritize requests when separate organizations working through an entirely different system for exchange of equipment? How does it fit in with how the region envisions resource management? Ms. Busch thinks this should be timed appropriately with the WebEOC replacement RFP, and that we should look at a system that can accommodate what the ORWARN proposal is asking for.
- iii. Fire/EMS—Mr. Reimann expressed concern about the nerve agent antidote proposal and that typically it is up to individual agencies to replace expired supplies. Mr. Bregman detailed this request intends to counter what would be a low frequency, but high-risk event, and that additional budget cuts may result in the request not being funded internally. Ms. Crane added mention of a previous discussion where she and Mr. Bregman had planned to work through the state to try approaching the federal government (CDC) to get the nerve agent separated out from secure caches and instead deploy to field equipment for fast and easy access to this time critical medication. A portion of the medication is set aside for law enforcement protection.
- iv. PDCC—Mr. Porter expressed concern about the proposal asking for radio interoperability licenses, asking if it might possibly be overcome by ISSI implementation a few years out. Mr. Wheeler believes ISSI is unable to support the same functionality requested (radio / ID registration in advance vs. ad-hoc). Regarding the proposal requesting OHSU radio consoles, Ms. Crane noted this is a scalable project, and if decided this way, three of the four requested consoles could be purchased instead. Lt. Reimann commented that the LEWG does not support this as a project. He explained the group feels it is not an appropriate use of funds, citing previous regional policy that it is up to individual jurisdictions to supply radios and related equipment as the foundational cost of doing business. Regarding the cybersecurity project proposal, Mr. Ubiadas asked if the project planned to utilize certified ethical hackers to gain access to systems and locate vulnerabilities. Michael Smith, representing PDCC, indicated this is a possibility.
- v. REMTEC—Re: Social Vulnerability Tool, Mr. Juve asked if this is referring to demographics tied to GIS, and about the “social vulnerability” verbiage used in that project’s proposal, asserting it may not be a good idea to keep introducing different terminology for this, and maybe Disabilities, Access, and Functional Needs (DAFN) terminology should be used instead. Mr. Wheeler clarified the intent is to go beyond the strict DAFN definition, with Ms. Patterson adding this would look more toward income and other specific vulnerabilities, that may not be an access or functional need.
- vi. PIO WG—Ms. Crane briefly outlined that the Simdeck proposal is asking for two years of licensing, with participating agencies agreeing to fund ongoing costs after the initial implementation. Their scaled back funding level is for year one funding, with phase two next year and the IGA kicking in after that. For the multilingual communications project, she added the initial ask was a modest \$6k, and the Program Committee’s previous recommendation was for them to scale up to come away with the highest quality experience—as a result, the ending ask is now \$18k. No questions were raised.
- vii. Health Systems—following the briefing on the project, Ms. Barrett said the proposal includes requested funding for part time coverage of NW HPO staff, Beth McGinnis’s salary. No other questions heard.

- viii. Citizen Corps—Ms. Crane detailed this proposal includes requested funding for insurance coverage for Portland NETs, among other prioritized asks. Mr. Voss inquired about the costs for NET insurance, which Ms. Crane stated would be ~\$10k. Ms. Busch added the Program Committee had previously been trying to get the state to implement a program for this (a legal requirement), but they have not done so yet.

5. **RDPO Projects Pipeline: Q&A, Deliberations and Decisions** – Scott Johnson and Beth Crane

- a. Working with Vice Chair Johnson and participants, Ms. Crane displayed the project evaluation tool on the big screen, and oriented committee members to the tool's layout and functions. Participants reviewed the initial requested funding levels along with the scaled back proposals provided by project proposers since the last Program Committee meeting. There remains a \$300k gap at a minimum that needs to be addressed. Where reductions were identified, a "buy back" section listed the difference between the original ask and the reduced amount.
- b. Lt. Reimann noted significant concerns with helping the drone project since law enforcement has been initially excluded (please note, the drone project has not and will not be characterized as a law enforcement project). Ms. Patterson commented that, politically, law enforcement's involvement with drones is very difficult. Given Portland's role in contracting, if citizens have concerns and say there should be a hard stop, there must be one. Mr. Voss asked if the Law Enforcement WG wants the nerve agent, with Lt. Reimann answering that tactical teams outside the Portland jurisdictions will not be going to Portland due to a recent court ruling, which places greater liability on these jurisdictions when something goes wrong. Ms. Patterson presented an idea to meet the required LE number; stating that social vulnerability tools could be used to combat terrorism or in other LE applications. Lt. Reimann agreed to support this.
- c. Mr. Voss addressed the PWWG, stating even though the water treatment units supplied via the SPIRE Grant are not what we want, there is likely an opportunity to talk to the state for a compromise due to significant previous investment in one type of unit.

**Final decisions:**

*Fund RDPO core costs and priority projects at initial requested levels with exceptions noted below:*

- *OHSU Radio Console Project: Previous decision to not fund 800mhz radio projects bars this project from being funded.*
  - *Mobile Water Treatment Project: not funded in this cycle, may be funded again in the future as funding levels and priorities allow.*
  - *Remove liability insurance component from the Citizen Corps project.*
  - *Nerve Agent antidote balancer for law enforcement and overall all projects.*
- d. SC Vice Chair Johnson then called for a motion to approve this initial draft of tentative priorities and funding levels to move to next step. Mr. Voss motioned, with a second from LE Representative Joel Wendland. All approved, no opposed. Next steps: when UASI funding opportunity is announced, another joint meeting will be convened to finalize and harmonize with available funding, federal requirements and regional priorities.
6. **Good of the Order** – Scott Johnson, Committee Vice Chair & Denise Barrett
- a. RDPO Highlights: Recovery conference March 11 & 12
  - b. Next meeting of SC: TBD
7. **Adjournment** – Scott Johnson, Committee Vice Chair
- a. Vice Chair Johnson adjourned the meeting at 3:24pm.