

Program Committee Meeting Minutes

November 19, 2018; 1:00 – 3:00 PM
Red Cross, 3131 N. Vancouver Ave., Portland

PROGRAM COMMITTEE ATTENDANCE (Quorum reached: 8 of 11 active positions represented)

1. Cheryl Bledsoe, PDCC Rep
2. Steve Bregman, Fire/EMS WG Chair
3. Alice Busch, REMTEC Chair
4. Sherrie Forsloff, Health System Rep
5. Jack Nuttall, Public Health WG Chair
6. Lonny Welter, Public Works Work Group Chair
7. **John Wheeler, Program Committee Chair**
8. **Katy Wolf, Program Committee Vice Chair**

RDPO/PBEM Staff and Other Attendees:

9. Kim Anderson, Regional Water Providers Consortium
10. Denise Barrett, RDPO Manager
11. Lisa Corbly, Multnomah County Emergency Management
12. Beth Crane, RDPO Grants Program Coordinator
13. Eric Frank, CRESA
14. Sophia Grimm, MCEM
15. Laura Hanson, RDPO Regional Planning Coordinator
16. Eric Missman, RDPO Staff Assistant
17. Ronnie Mompellier, Portland Water Bureau
18. Jeff Pricher, Fire/EMS WG
19. Rob Root, Portland Fire & Rescue
20. Justin Ross, MCEM
21. Greg Shortreed, RDPO Logistics Coordinator
22. Michael Smith, Clackamas 911

1. **Welcome, Introductions, and Agenda Review** – John Wheeler, Committee Chair
 - a. At 1:06pm, Chair Wheeler called the meeting to order, welcomed everyone, and asked for self-introductions. He also asked the committee to extend a welcome to Sophia Grimm, the new Planner for Multnomah County.
2. **Administrative Items** – John Wheeler, Committee Chair & Denise Barrett
 - a. Chair Wheeler advised we do not have copies of [previous meeting minutes](#) for review but will have them next meeting along with minutes from today's meeting.
 - b. Denise introduced the RDPO's new Logistics Coordinator, Greg Shortreed and asked him to say a few words. He expressed happiness to be part of the team and regional effort and will be reaching out to stakeholders to further introduce himself and gain perspective on how to help with supply chain and logistical issues.
3. **RDPO Update** - Denise Barrett
 - a. January has been a busy month, with meetings of both the Steering and Policy committees. She added that the Policy Committee is moving toward advocacy at the state level and have approved the recent [RDPO letter](#) to Governor Kate Brown, giving feedback and showing support for her [2025 Resilience Strategy](#). The [RDPO's 2018 Annual Report](#) was also recently completed, with kudos going to Laura Hall for helping to compile it and helping to highlight lots of great work from our stakeholders, workgroups,

etc. The [2019 Consolidated Committee Calendar](#) was also shared, and looks at the year ahead from the top layers of our organization, and helps illustrate how committee work interweaves, briefs on proposed meeting content for the year, as well as potential decisions that need to be made. Meeting content is draft and subject to change depending on committee needs.

4. **Equity Update** – Beth Crane

- a. With this committee’s decision to incorporate an equity advisor role, a work group meeting will be held in the month of February to pool resources and build on work already done in the region in hopes of gaining perspectives from those who may have experience or knowledge in this area, including MCEM’s Justin Ross, and Lisa Corbly. Beth also indicated that time will be added on future meeting agendas to talk about equity related topics. Vice Chair Wolf commented that today’s equity talk at PSU was awesome and very popular and added to keep in mind that while some projects may not have an obvious equity nexus, we should always try to keep it in the forefront instead of being an afterthought as it is very valuable work. Alice Busch asked how the equity role is shaping up since last meeting. Beth answered that several interested volunteers have stepped up and mentioned that Councilor Marc San Soucie recommended a subject matter expert from his jurisdiction (Beaverton) and that consultation with the Office of Civic Life has taken place as well. Essentially, we are in the information gathering phase at this point. Ms. Bledsoe inquired as to what the desired equity outcomes are with this role. Denise commented the desire is to embed equity in projects and our strategic plan and cited such programs as *Listos* (emergency preparedness in Spanish) for example of program and project outcomes incorporating equity
- b. Laura Hanson mentioned our [Regional Recovery Conference](#) is in just over two weeks, and will include an equity and social justice speaker talking about how equity works in recovery as well.

5. **PrC 2019 Calendar Review** - John Wheeler, Committee Chair

- a. Chair Wheeler briefly shared the [plan for committee meeting topics](#) over the next calendar year. From now to March—proposals have been evaluated will be reviewed by the committee. The committee will draft a package for the Steering Committee to review at a joint meeting. The Steering and Program Committees have a joint meeting March 4 where it will be decided on what they want in the final work plan. May—another joint meeting. It was recommended that committee members start looking at things that may relate to their respective areas referenced in the calendar to see if they would be able to present. Beth inquired as to whether the committee would like to have a regularly scheduled meeting in July or take hiatus. Laura Hanson commented that last year a meeting during this period was on the calendar, but most did not attend as this does tend to be a time when many are on summer vacations, etc. Chair Wheeler indicated the group’s consensus they would like to see the meeting canceled, and if urgent issues arise, one can be scheduled if necessary. No objections to this were heard.

6. **Pipeline / Proposal reviews** – John Wheeler & Beth Crane

- a. Beth reminded members that 2019 proposals are online for member review and added that it is not this body’s (the PrC) responsibility to reject or accept any projects, but to identify strengths or concerns and that suggestions for changes are welcome. The SC wants to see all proposals submitted, not just those that the PrC potentially wants to move forward. She also added that the scoring and prioritization of proposals would come next, and that there currently appears to be level funding (\$2.5 million) to deal with most of the potential projects at this point. Please note that costs for supporting RDPO core work also must be accounted for in the total amount available for distribution.

- b. [Link to proposals.](#)

7. **Updates on previous presentations** – Justin Ross, MCEM & Eric Frank, CRESA

- a. Justin expressed thanks to the committee for their previous suggestions on his Multi-Lingual Communications Workshop proposal, and reiterated the funds being requested will be for a continuation of an event that will be self-funded. The hope with the first workshop will be to come away with lessons learned which will be used to improve the workshop that would be potentially funded in 2021. He also added this event ties very closely in with the equity work, and the plan is to continue learning how to positively engage multiple communities in preparation for a real event. The old proposal asked for \$6k and has since been updated to ~\$18k, after more research was done surrounding translation and which specific languages they wish to have represented, as well as an increase to facilitation costs with the desire to hire out for this, and a potential increase in transportation costs to be sure the event is accessible to diverse groups. Alice Bush inquired on the timeframe being estimated for the event. Justin answered they are looking at a time span of after kids go to school to sometime after lunch. Denise asked if there are plans to provide any daycare? Justin indicates this is an area they are having difficulty figuring out. Vice Chair Wolf wanted to know if procurements for the event would be going through the City of Portland and added that NET has done daycare before with some of their events. Justin stated that the contractor hired for the project can sometimes take care of this need. Beth commented that this seems to be a modest dollar amount for such a significant piece of work. Chair Wheeler asked if the request is specifically for food, facilitation, and other related costs. Justin clarified the proposal also includes translation services, venue space, videography, technical assistance, and transportation. Alice inquired on how many attendees are expected, and Justin added there is no strong answer currently, the main goal is to get the right people in the room to cover the target audience and specific language groups. Ms. Corby asked if it is proposed to have more than one of these workshops. Justin stated this would be the first in a series. Denise commented on the modest ask as well but added that if the proper due diligence has been done, it seems reasonable. Justin indicated he would feel comfortable asking for an additional \$5k based on the group's concerns. Ms. Forsloff commented that the committee had asked Justin to provide a specific budget during his initial proposal presentation, and that essentially the cost has now simply been tripled, and Justin replied they are doing their best with the knowledge they have thus far. Ms. Bledsoe commented she believes the cost is reasonable. Chair Wheeler closed with a recommendation to keep the request for \$18k for now.
- b. Eric Frank from CRESA is here at Renate Garrison's request to follow-up on her previous presentation on behalf of Citizen Corps. Regarding previous questions on insurance for Portland NETs, Jeremy Van Keuren has been asked to pursue this. Chair Wheeler asked if there is money set aside for NET insurance this year, and whether they are looking at providing liability? Eric indicated Portland is the first group asking for volunteers to have insurance. Denise added this is a program that should reside under OEM, but they have not scaled up accordingly to implement. Ms. Bledsoe inquired as to whether insurance is an eligible grant expense, and Beth answered she will investigate further. On the topic of mobile supply storage options—there was an outstanding question as to whom would assume associated ownership or licensing responsibilities, and Mr. Frank assured that someone within the requesting jurisdiction(s) would be willing to take on this piece. Beth added that, when equipment is turned over to a requesting agency, (having a responsible party named) will be required they agree to those terms. Regarding the previous HAM radio / comms related requests— the Program Committee was previously concerned on whether an assessment had been done or if the Citizen Corps programs simply want to buy more equipment. Mr. Frank indicates that all jurisdictions agreed expanding communications abilities is a good idea, and that numbers for Clark County were taken and multiplied

for the other requesting jurisdictions. He added that the equipment itself is the backbone piece, and a common issue cited during incidents and exercises is always communication. A strong(er) infrastructure and ability to share information between EOCs is a critical backup piece in case of an incident. Lastly, pertaining to CERT course instructors or training subject matter experts, based on firefighter OT, cost is estimated at ~\$76/hr.

8. **Public Works Presentations** – Lonny Welter

- a. Public Works Work Group's (PWWG) first proposal is for the 8th Mobile Water Treatment Plant. The plant can produce 30,000 gallons per day, and according to previous assessment, the region needs about 48 of these units. The goal is to strategically place the them geographically with units stationed on either side of the rivers. The project will incorporate our equity theme, as typically middle to higher income residents have more ability to purchase or store water than lower incomes in an event or incident. For this request, they are asking for a higher capacity model in this case with a projected cost of \$141,500k. Kim Anderson from the (Regional Water Providers Consortium) commented on the equity theme— this plant would add one more for the whole region and support more water for more people. Currently, the West side of the city does not have this resource, there is a distribution trailer placed there but no way to treat water on a mobile basis. Beth mentioned the second largest public housing complex is in Multnomah Village, where this asset is proposed to be located. Ms. Bledsoe inquired whether we have ever deployed these before? Kim answered that, yes, we have on several occasions, such as when the City of Salem had their water crisis. Vice Chair Wolf asked how these treatment plants would work when our rivers are full of potentially dangerous things because of an event or incident, and whether they have looked at the Spire Grant as a potential funding source? Kim commented they are looking at alternate sources, and can get to underground sources, such as wells. Regarding the Spire Grant, they are looking at it to see what they can ask for. Vice Chair Wheeler added that grant may be made for smaller jurisdictions. Kim indicated they have been told this verbally, and the grant may be meant to target communities who have no other resources. Mr. Wheeler also indicated the PWWG had a plan for this previously-- is there a strategy for how the region will work together to provide equitable coverage? Mr. Welter answered that it will be best to have an agency which has a municipal water system take lead to start with, so there is a team already in place to use and maintain the equipment. Kim added that the RWC has plans for where and how these systems would be deployed. In the last 6 months, the Water Bureau has signed on for planning of this, and locations will be determined based on geology and transportation routes and where people are. Denise closed the conversation by adding a lot more resilience planning around this area has been happening recently, and that perhaps we could see a presentation on that in a future meeting.
- b. Next up is a request for funds to replace the dated ORWARN website, used by water providers in the State of Oregon to notify members of emergency situations and request shared resources. They are requesting funds through RDPO pipeline process as the largest membership share is within RDPO region and here in Portland. Ronnie Mompellier gave a brief overview on ORWARN members, indicating there are currently 133, and the system is no-cost, mutual aid based, allowing jurisdictions who cannot afford to get equipment to call on each other for help. Project costs are estimated at \$25k, which includes the core website as well as the notification piece. Ms. Bledsoe inquired about the potential for ongoing sustainment costs and commented that alert and warning systems, when hosted, can be expensive. Ronnie estimated ~\$300/year, with other added work paid hourly to vendor. The ask currently is for the initial expense to get the site up and going. Ronnie answered that other states are currently using their proposed vendor, who may be a smaller company who just happens to have the knowledge—it is unclear why the solution is so cheap, although they have not yet discussed the

- desired stored documentation piece and any additional customization or add-ons. Chair Wheeler referred to why this should be put forward as an RDPO vs. statewide project, as a bulk of the resources and population are in our region and suggested when moving forward in front of the Steering Committee, they should be prepared to answer clearly why the RDPO should look at funding a statewide system. Mr. Welter added that the Portland Water Bureau is the current head of Oregon's state WARN and is the one agency that has the most ability to organize and manage it. Alice Bush asked whether, due to the resource request piece, if OpsCenter was looked at to correlate with the existing state systems. Ronnie commented that, currently there is no existing vendor to update and maintain the WARN site, and the proposal would not only be to build it but construct the alert / notification piece as well. Vice Chair Wolf asked why ORWARN is separate from the state? Kim commented that, essentially, this is the system across the nation, so Oregon's was setup accordingly. Chair Wheeler added that OpsCenter is the current solution made for county to state resource requests-- counties can request items from each other without involving the state. Ms. Wolf commented this may not make sense for this year's proposals without additional research on whether there is other work in Oregon which would potentially be duplicated here. Kim closed by saying the Portland Water Bureau agreed to help fund ongoing costs for ORWARN, and as she currently serves as admin for questions on the site and has been addressing issues when they arise, she is curious to hear about other options they should explore.
- c. Last from the Public Works WG is Transportation Recovery Planning and Laura Hanson clarifies there are several efforts going on in the region surrounding this; in example the current project funded on emergency transportation routes (ETRs), focused on response timeframe. This project proposal is for help funding an effort to take a more detailed look at recovery in the long term, with the City of Portland leading within the region, with publication of a scoring tool centered around scoring transportation segments for infrastructure investment, or just in time repair, or other alternatives. The tool includes the ability to apply an equity lens in terms of proximity to underserved or vulnerable populations as part of the tools weighing criteria. With this project, the desire is to evaluate routes based on a set of criteria, so planners and responders are informed on which should be restored before others. The funds requested would be put toward a technical deep dive and exercise / workshop. Mr. Welter added—ODOT is going to each county establishing where ETRs are and if a route is best for them. At a regional level, we are looking at county areas to ensure ETRs mesh well and are not disjointed in any way. The original MOU was created 12 years ago, and routes may not be as well meshed now as they were back then, and there is also a need to establish locations of geological hazard areas and how they may impact. The desired result would be to define which is the best ETR, and if they go down where do we put money and effort. Denise added— on a strategic level, we are not a transportation-oriented organization, that responsibility falls on Metro. With their new Council President, resilience will be a larger strategic goal going forward. We want to be sure roles are clear, and that we can do hand-offs when needed. Mr. Welter stated this is not an authoritative plan, but rather guidelines or best practices. Laura Hanson also added for clarification, this is not the currently funded ETR project. Vice Chair Wheeler asked if, since Portland has a developed plan, is this going to orient and encourage region wide acceptance of that? Laura answered this is not asking for regional acceptance, but rather acknowledgment and awareness it has been done. We are not leading transportation efforts in the region but want to get EM and transportation to come together. Ms. Forsloff commented that for hospitals, this is a critical piece for staff and patients, but also supplies and water. In a big event, patients may not be able to get out quickly so will need to be cared for where they are. Chair Wheeler commented on some concerns that Scott Porter / WashCo have pertaining to the scoring tool. Currently, there have not been any opportunities to discuss further. Laura Hanson advised they should talk after the meeting.

9. PDCC Presentations

- a. Cybersecurity— Cheryl Bledsoe presented on a project request to implement mitigation measures for the threat of cyber-attack and begin development of an operational response team that would work to exercise and test systems for vulnerability on a regular basis and be ready to respond should a cyber intrusion occur throughout the Portland metro area. Chair Wheeler inquired as to whether mitigation recommendations were available yet. Ms. Bledsoe answered that getting assessments completed is in the next round of funding (UASI 2018). Radio Interoperability Licenses – Katie Meyers presented on a project that would allow CRESA to purchase the necessary licenses to program up radio IDs into Clark County’s radio system to allow visiting access and integrate into emergency or event operations. Chair Wheeler inquired as to whether ISSI allows for roaming users such as this? Katie indicated the downfall of ISSI is not identifying of who the radio user is—the ID changes every time they roam in and out. These costs are one time only to purchase the licenses, no ongoing maintenance costs will be needed.
- b. OHSU Radio Consoles —Sherrie Forsloff presented on a proposal asking for funds to purchase 800mhz radio systems from BOEC, as they have begun working more closely to move calls between one another and will be transitioning over to CAD systems this spring. Improvements to communications infrastructure is increasingly important as OHSU has more ICU beds than any other hospital in the state, works with many agencies and jurisdictions, and due to some of the older buildings and differences in structures, current radio systems are not always able to penetrate floors. The closer relationship with BOEC is also extremely important due to the nature of some of OHSU’s infrastructure (irradiators, tank farms, tram, open campus) being a potential target for domestic terrorism. Ms. Forsloff indicates the total cost is estimated at \$490k, with OSHU paying \$208k, so asking \$282,576k as a one-time request. Questions: Alice Bush asked how many radios—they are looking to purchase four consoles. Chair Wheeler asked if VHF is currently what’s in place. Sherrie indicated they are currently on cobbled together UHF systems, which are not optimal for where they need to go based on conversations with BOEC. Mr. Bregman added that the Fire/EMS WG is supportive. Communications with “the hill” are challenging, and this would help ensure life safety during an incident, especially with the current 11,000 people moving through the campus each day.

10. REMTEC Presentations

- a. Social Vulnerability—Lisa Corbly presented on a proposal that would help develop all-hazard social vulnerability identification tools across the region. She emphasized the project would help move our equity work forward by helping to identify how a disaster would impact *people* and not just infrastructure and produce shared, common data sets. The project would include development of the tool(s), which we would own the rights to and not need to rely on a vendor for updates or design and maintenance of a website. She also added multiple trainings would be conducted, including a public facing session to help identify the data outputs and meanings, and an outreach component as well.
- b. Recovery Planning— Laura Hanson spoke about a project to provide funding and contractor support to assist agencies in the region in developing recovery frameworks and address gaps in planning. The project would include some tabletop exercises within each county within the phase, with a large exercise occurring later, at the end of the third phase of the project. Questions: Chair Wheeler inquired about the dollar amounts being requested. Laura indicated this was within the ballpark of a previous quote that was obtained. She also added for scalability, they could elect to not fund the tabletop exercises previously mentioned and explore that option before the Steering Committee sees the proposal. She will take a second look at the numbers and follow up.

11. Fire / EMA presentations

- a. Nerve agent antidote—Steve Bregman presented on a proposal to purchase auto-injector nerve agent antidote kits that would provide an immediate medical antidote to civilians and first responders exposed to a nerve agent attack. These do exist in the region, but all purchased previously have expired (past the extended expiration date approved by the FDA). CHEMPAC has these in their caches within the region, but cached resources have to be broken out and taken to treatment sites. In nerve agent attacks, time is of the essence and measure in seconds and minutes for life/safety. Cached items are too far away to be useful in the field. Questions: Denise asked how would you know what (chemical, agent, etc.) you're dealing with when exposed? Chief Bregman commented the signs and symptoms are classic, well known to responders and these antidote kits are designed to counteract those specific symptoms, whatever the agent. Ms. Corbly asked if this is a viable option for infants--pediatric dosing, is available depending on symptoms and what stage of exposure. Ms. Forsloff inquired about the expiration dates for the product. Chief Bregman indicates it depends on the manufacturer, when the product was released, and on the FDA. However, through the vendor contract, we will be shipped product with the furthest out expiration dates they have in stock. Chair Wheeler inquired further about the expiration period—currently 5 years, with potential for 3-year extension.
- b. Wildfire Threat Assessment—Lt. Rob Root presented on proposal to map wildland urban interface areas in the region and report on vulnerability/risk. Questions: Vice Chair Wolf asked whether utility providers had been consulted regarding this, and on whether fuel reduction is in the picture. Mr. Bregman states the desired outcomes are around specific incident management and response, and Lt. Root adds utilities at every level are / will be involved—they are a constant partner and always in the forefront. Ms. Wolf further inquired on the project scope, commenting the requested dollar amounts do not seem sufficient for all phases. Chair Wheeler asked whether fire defense boards looped in, and what commitments will be required from other agencies? Lt. Root indicates TVF&R has committed to being a part of the project in talks, and that once rolled out, planning will be integrated with fire defense boards. Chair Wheeler and Vice Chair Wolf also inquired about the potential for overlap with ODF and OSFM as well. The hope with this project is to sync up plans and update cycles?

12. UASUAV Regional Program (Drones)

- a. Jeff Pricher, Scappoose Fire presented on a project to realize the vision of putting together a program to facilitate interoperable UAS/UAV operations in the region, and the recommendation that RDPO stakeholders file a Certificate of Authorization (COA) together. The project specifies that \$100k would be used to hire a contractor to design an operation manual and prepare everything necessary for the COA submittal. Questions: Ms. Bledsoe asked whether Policy Committee assistance is being sought after in the RDPO on using drones in fire service. Denise commented that, in upcoming Steering Committee meetings, we will be asking if they want to advocate for support. Beth inquired as to how the requested dollar amount was determined. Mr. Pricher indicated that every vendor who currently works on developing COAs throughout the country was researched, and the top three have established relationships with the FAA. Chair Wheeler asked whether the COA would need to list every participating agency, and whether this is a public safety or regional government COA? In this case, it will be a “blanket” COA, and each agency wishing to fly still needs to have their own individual license. Each will also be required to sign an agreement that all rules outlined in the COA will be followed, with any UAS partner having the ability to fly under those terms. Beth commented that presenters on this topic should be prepared to address the Steering Committee regarding why law enforcement is specifically being excluded. Ms. Bledsoe inquired about some agencies that may be using hobbyist type

drones in their operations, and Mr. Pricher indicated while there are some, the desire is to follow in the BLM's footsteps, as they have the most robust UAV program in the country, and the Federal government does not allow flying of hobbyist types. Beth mentioned there are no equipment costs included in the proposal, with Denise agreeing that no funding of equipment should probably be the standard. Chair Wheeler voiced concerns about the long term administrative burden, and wanted to know if, for training records, does someone need to maintain and certify—i.e. who would be the keeper of manuals, and act as the program administrator? Mr. Pricher indicated that would be determined by any potential UAS group stood up as part of the project. Vice Chair Wolf wanted to know what makes the project must be completed in a year and commented on whether this would be enough funding to complete the project goals. Mr. Pricher indicated someone must be hired to develop the operational guidelines, and then the COA still needs to be filed. He also added the Fire/EMS group is confident the funding requested is sufficient... the timeframe pertains to the FAA review and approval. Beth expressed concern on how to manage risk and ensure protection for member agencies—essentially, if there is an accident, who gets sued and how would that be handled, with Alice Bush adding that, in the fire service fines have been issued in the past to government entities using nonprofits to fly on their behalf. Mr. Pricher indicated there are some regulations from the FAA on crashes and liability, and a regional COA would cover this as well, the challenge would be city and county insurance. Mr. Bregman reiterated there will likely be a need to stand up a sub-committee or workgroup to bring together all disciplines, address these issues, and help move the project forward. Alice closed the discussion by emphasizing, as some have possibly indicated in the past, REMTEC does not currently have a drone WG or TF.

13. Grants Management – Beth Crane, RDPO

- a. Beth reported that she has recently been in touch with OEM regarding UASI grant funding, and there are currently no known delays—they are currently on track time-wise and will be looking at flat funding. Ms. Bledsoe inquired as to whether a second government shutdown may risk any funds that have already been awarded? Beth indicates contacts at FEMA say no.

14. Table Round / Good of the Order – Chair Wheeler

- a. Mr. Wheeler asked for any additional points of discussion. None heard.
- b. Meeting adjourned 4:23pm