



EMERGENCY MANAGEMENT EXECUTIVE COUNCIL

January 14, 2014 – 1:30 PM

Ada County Courthouse

200 W. Front Street

3rd Floor, Commissioner’s Meeting Room

****AGENDA****

I. AGENDA ADDITIONS / CHANGES (1:30)

II. OPEN DISCUSSION / ANNOUNCEMENTS (1:35)

III. ACTION ITEMS (1:40)

*** A. Approve December 9, 2013 Minutes**

John Evans, Chair

December 9, 2013 Executive Council Minutes attached.

B. Elect Chairperson & Vice Chairperson

Council

The Emergency Management Joint Powers Agreement requires a Chairperson and Vice-Chairperson be elected by a majority vote the first meeting of each calendar year.

*** C. Approve Phase-Two Lower Boise River Inundation Mapping Project**

**Doug Hardman
Brandon Hobbs**

In March 2011, ACCEM requested assistance from the U.S. Army Corps of Engineers (Corps) to develop inundation maps for the Boise River to assist with emergency flood response planning and the communication of flood risk. In March 2012, the Corps developed an inundation map library depicting 15 flows for the Boise River reach from Diversion Dam to the head of Eagle Island. ACCEM has requested that the Corps complete a similar set of inundation maps for the lower reach of the Boise River, encompassing Eagle, Star and Ada County. An abbreviated Background and Scope is attached. Doug will seek Council approval to send the Corps the attached letter requesting 50-50 cost-sharing assistance through the USACE Planning Assistance to States program. Local share will not exceed \$75,000. The 2011-2012 mapping project cost \$38,000 in local match. The lower reach of the river is more expensive in-part because two channels will need to be mapped. Brandon is a Hydraulic Engineer with the U.S. Army Corps of Engineers, Boise Outreach Office.

D. Ada County Threat & Hazard Identification Risk Assessment (THIRA) Draft Capability Targets

Joe Lombardo

Following Joe's THIRA presentation at the last Executive Council meeting, ACCEM Staff were directed to meet with Local Emergency Planning Committee (LEPC) and Technical Advisory Group (TAG) members to more thoroughly assess local risks, threats and hazards; to consider worst case yet plausible scenarios and estimated impacts; to identify gaps in current core capabilities; and finally to draft capability targets for Executive Council consideration and or adoption. This presentation provides an update on that effort.

IV. EMERGENCY MANAGEMENT DIRECTOR'S REPORT (2:45)

*** A. Emergency Preparedness Pointer**

January Emergency Preparedness Pointer attached.

*** B. Current Projects Update**

Emergency Operation Plan Status, Continuity of Operations Planning (COOP) update, annual activity report.

V. ADJOURNMENT (3:00)

* Attachment

**EMERGENCY MANAGEMENT EXECUTIVE COUNCIL MEETING
ADA COUNTY EMERGENCY OPERATIONS CENTER
PUBLIC SAFETY BUILDING
DECEMBER 9, 2013**

****SUMMARY MINUTES****

MEMBERS ATTENDING: John Evans, Mayor, City of Garden City, **Chair**
Dave Case, Commissioner, Ada County- via phone
Jim Tibbs, Commissioner, Ada County, **Vice-Chair**
Jim Reynolds, Mayor, City of Eagle
Mitch Jaurena, Commissioner, Ada County Highway
District
Tammy De Weerd, Mayor, City of Meridian
Maryanne Jordan, Council President, City of Boise
Joe Stear, Councilman, for Greg Nelson, Mayor, City of
Kuna

MEMBERS ABSENT: Nathan Mitchell, Mayor, City of Star
Greg Nelson, Mayor, City of Kuna
Dave Bieter, Mayor, City of Boise

OTHERS ATTENDING: Doug Hardman, Director, ACCEM
Debbie Hanson, ACCEM
Joe Lombardo, ACCEM
Paul Marusich, ACCEM
Larry Maneely, Chief of Staff, Ada County
Perry Oldenburg, Deputy Chief, Boise Fire
Sue Axtman, Ada County Department of Administration
George Langdon, Boise Centre
Stephen Rinaldi, Kuna Rural Fire District
Stephen O'Meara, ACSO
Cortney Dennis, ACSO
Terry Bingham, St. Luke's
Troy Lindquist, NOAA/NWS
Darby Weston, Ada County Paramedics
Rick Allen, Garden City Police
John Lee, United Water Idaho
Brian Terry, Micron
Scott Johnson, ACSO
Dennis Lawson, Amateur Radio
Heidi Parke, VA
Randy McLeland, CDHD
Robert Littrell, BSU
C. Abbondandoco, St. Luke's
Shanna Kittell, City of Boise
Bruce Sackron, VRT
Gordon Hamilton, Williams Northwest Pipeline
Rob Feeley, BHS
Col Brad Richey, BHS

CALL TO ORDER

Chair Evans called the meeting to order at 2:02

I. AGENDA ADDITIONS/CHANGES

None

II. OPEN DISCUSSION/ANNOUNCEMENTS

III. ACTION ITEMS

- A. Approve June 24, 2013 Meeting Minutes.
Approve September 9, 2013 Minutes
Councilwoman Jordan moved to approve the June 24, 2013 and
September 9, 2013 Minutes of the Emergency Management Executive
Council meetings. Councilman Stear seconded. No discussion.
Motion passed unanimously.**

VI. INFORMATION / DISCUSSION ITEMS

- A. Emergency Management in Idaho**
Chair Evans introduced Col Brad Richy the director of the Idaho Bureau of Homeland Security (BHS). Col Richy gave an overview of the Idaho Bureau of Homeland Security's current activities and initiatives, new statewide THIRA (Threat & Hazard Identification Risk Assessment) process and his vision of emergency management trends for the future. He noted that for the State of Idaho to be prepared all counties and tribes have to be prepared. Col Richy emphasized the importance of involving the whole community and inviting private partners to join in planning efforts, stating that we will always be able to respond but won't quickly recover without all of our partners.
- B. Ada County Emergency Preparedness/Programmatic Alignment with ID Bureau of Homeland Security & FEMA Preparedness Policy**
Joe Lombardo gave a short power point on ACCEM's preliminary analyses regarding local threats and hazards, prioritized core capabilities for our community, and next steps for setting capability targets and determining preparedness efforts that will help us meet those targets. Discussion followed on resource tracking, deployment and working with the LEPC and TAG to help identify the gaps for the Executive Council.

Commissioner Tibbs moved ACCEM Staff be directed to gather information from the LEPC and the TAG to present at a meeting in January, identifying hazards, capabilities and gaps. Councilman Joe Stear seconded. Motion passed.

Councilwoman Jordan requested the presentation be emailed to the board. She also requested the board get a copy of the audit from FEMA when it is received for their review.

C. ACCEM Working Group Update

Chair Evans said draft ACCEM bylaws were being prepared by city and county legal staff. Another working group meeting will be called when draft bylaws are available.

D. Status of 2011-2013 Homeland Security Grants

Doug gave the Executive Council an update on the Homeland Security Grant program. Congress and the U.S. Department of Homeland Security recently shortened the grant project period end-dates to expedite expenditure of grant funds. The 2011, 2012 and half of the 2013 grant funds now must be spent by the end of July 2014. Equipment requests must be encumbered by April 15, 2014. Any projects that require moving dirt or attaching something to a building will first require an Environmental & Historic Preservation assessment through FEMA, which may add considerable time to the project application. 25% of all grant funds are required to go to and directly benefit law enforcement.

V. ADJOURNMENT

Meeting adjourned at 3:25



January 14, 2014

Lieutenant Colonel Andrew D. Kelly
Commander, Walla Walla District
U.S. Army Corps of Engineers
201 North Third Avenue
Walla Walla, Washington 99362-1876

Dear Lieutenant Colonel Kelly:

The Ada City-County Emergency Management Executive Council (the "Council") is interested in partnering with the U.S. Army Corps of Engineers (the "Corps") in the Planning Assistance to States (PAS) program to complete Boise River inundation mapping for Ada County. The Council was created via a Joint Powers Agreement in 2004. It is comprised of ten senior elected officials from Ada County, Ada County Highway District, and the cities of Eagle, Garden City, Kuna, Meridian, and Star.

The Council understands that the provision of Section 22 of the Water Resources Development Act of 1974 provides authority for the Corps, on a 50-50 cost sharing basis, to assist non-Federal entities preparing comprehensive plans and designs for the development, utilization, and conservation of water and related land resources. It is also understood that the cost share responsibility can be in the form of "in-kind" services that contribute as a direct component of this study, cash contribution, or a combination of such amounting to 50% of the study cost.

Boise River inundation mapping was originally begun in March 2011 and the reach from Diversion Dam downstream to the head of Eagle Island was completed in 2012. The Council now seeks Corps planning assistance to complete a similar set of inundation maps for the lower reach of the river from Eagle to Star. This work will greatly assist Council members in their efforts to improve flood risk communication and to build flood resilient communities. Completion of this work is also an integral part of the State water plan and our effort to efficiently manage water resources.

It is further understood that ACCEM, through Ada County and the Board of Ada County Commissioners, will need to negotiate a Letter of Agreement with the Corps and provide the non-Federal funds for the study or a plan to provide the "in-kind" services. Ada County Emergency Management will be the primary point of contact and manager of this project.

Sincerely,

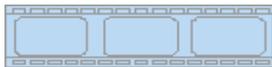
Chairman, Ada City-County Emergency Management Executive Council

January 2014

Emergency Preparedness Pointers

Picturing Disaster Recovery

The season of gift giving has swept through many homes and precious new belongings have been added to the list of things that you do not want to replace. Unfortunately, fires, floods, earthquakes or break-ins could destroy, damage or remove these things from the home. How then, do you prove to the insurance company that you once owned this item that is now gone because of a disaster or burglary? A picture is worth a thousand words. The New Year is a great time to photo document everything you own, or at least everything you would want to replace.



Choose A Camera



With today's technology, many different devices have photographic or video capabilities. Cameras, phones, pads, tablets and even video game controllers all take pictures. Consider the following as you choose which to use.

- * Choose a device that is easy to operate.
- * Make sure you're happy with the photo quality produced by the device.
- * It produces photo files that can be time stamped or even geo-located.
- * The photos can be easily transferred to a home computer and/or web based storage.



Step # 1: Document What You Own

Develop a method to inventory your belongings. Some people will want to organize them by type, others will use a room by room approach in photo documenting valuable possessions. Take photos from more than one angle to document condition. The photos need to be accompanied by written descriptions of the items to include model and serial numbers if available. The higher the cost of the item, the more detail that should be provided.

Step # 3: Keep It Safe

Once all paper copies and electronic files have been gathered, they have to be kept somewhere safe. The best option is more than one place. The paper copies should be kept either in a fire-proof safe in the house or a safe deposit box in a bank. The electronic copies can be kept on CDs, DVDs or flash drives. It is best to have more than one set of the electronic files. One set can be placed in a 72 hour Kit . Another set should be stored off property, perhaps with an out of town relative or in a safety deposit box. An electronic version can be kept online within a secure cloud. However, there may not be internet access post-disaster, so keeping a copy on disk is important.

Step # 2: Document Items' Values

The most common way to be able to document value is with a purchase receipt. The paper copies are great but can get lost or destroyed by the event. Receipts should be photographed or scanned in so that they can be filed as part of the electronic documentation. For items without receipts, appraisal documentation needs to be provided. Appraisals are especially important for jewelry, collectibles and antiques.

Online Options

A quick search online for "home inventory" will produce several software options for this exact purpose. Many of them will take a room by room approach to documenting belongings. Much of this software will allow the user to tag each photo making it simple to keep details and photos together. It is very likely that whoever insures your home will have this type of software available to its customers at no charge. Review the inventory with your agent to ensure you have adequate coverage. For more information and free inventory software go to:

<https://www.knowyourstuff.org/>



ACCEM Annual Activity Summary

Emergency Management Performance Grant Program Support

- Scheduled, arranged and facilitated several Emergency Management Executive Council meetings. Agenda items included the election of Chairperson and Vice-Chairperson, adopting membership dues and budget, and discussion of emergency management issues.
- Scheduled, arranged and facilitated Local Emergency Planning Committee meetings. Agenda items included election of committee officers, a Citizen's Corps update, and a general discussion by members.
- Worked with Ada County Purchasing and area emergency responders to select a contractor to develop Emergency Operations Plans for Ada County, the six cities, and ACHD. Assisted contractor with plan development.
- Prepared for and facilitated Department of Homeland Security Inspector General audit.
- Met with Kuna Mayor and Fire District Chief to discuss emergency management issues.
- Met with Ada County Development Services and other interested parties to discuss Wood Duck Island bank restoration project.
- Attended Idaho Emergency Management Agency state conference and the Idaho Bureau of Homeland Security Mini Emergency Management Workshop.
- Met with Boise City officials to discuss Boise River 100-year flood event planning.

Planning

- Updated the ACCEM Language Access Plan using the most recent United States Census Bureau data available for Limited English Proficiency persons in Ada County.
- Revised the Ada County Wildfire Response Plan. Distributed copies of the plan to over 100 local, state, and federal agencies and individuals.
- Revised the Ada County HAZMAT Response Plan. Distributed copies of the plan to over 100 local, state, and federal agencies and individuals.
- Worked on revising the Flood Response Plan and the Dam Failure Response Plan.
- Maintained and updated the ACCEM website with monthly pointers and many disaster and preparedness-related documents and links.

Public Education

- ACCEM participated in seven different public preparedness events with an estimated 1,100 contacts made during those events.
- Delivered 21 Family Emergency Preparedness presentations to citizens and groups throughout Ada County. The combined audience was approximately 570 persons.
- Conducted Community Emergency Response Team (CERT) training for Boise City employees, a J. R. Simplot Emergency Response Team in Boise, and an Amateur Radio Club. Fifty-nine adults completed the training during these three classes.
- CERT is also incorporated into the school curriculum at Meridian Medical Arts Charter High School (MMACHS). Through a partnership with the school and Meridian Fire Department, 58 students completed CERT there. MMACHS students won the top three places in the CERT competition held during the State of Idaho Health Occupations Students of America conference and one team placed eighth at the national competition.

- Coordinated and provided moulage support to Boise City IMT. For the Boise Airport exercise 58 simulated accident victims received moulage.
- The monthly Preparedness Pointer, emailed to subscribers, reaches 820 people each month with information on emergency preparedness and personal safety.

Mitigation

- Completed the first All Hazards Mitigation Plan update. All 22 partners participated in the process.
- ACCEM has been working closely with the Boise Fire Department and Boise State University (BSU) on obtaining funding for an improved Wildland Urban Interface map.
- ACCEM is moving forward on a project with the U.S. Army Corps of Engineers to develop better flood maps from the head of Eagle Island to the County boundary on the west.

Training / Exercise

- Participated in United States Bureau of Reclamation dam failure tabletop exercise.
- Participated as Controller/Evaluator in the Boise Airport triennial full-scale exercise.
- Scheduled, coordinated and facilitated All-Hazards Incident Management Team training course.
- Assisted Central District Health Department staff with Points of Distribution full-scale exercise.
- Assisted Meridian Medical Arts Charter School with earthquake exercise, to include development of exercise plan, evaluation guides, and exercise facilitation.
- Scheduled, coordinated and facilitated ICS 300 training course with Boise Fire/Police Department
- Continued refinement of County Training and Exercise Plan.
- Conducted Basic Public Information Officer (PIO) Course for area PIOs
- Scheduled, arranged, and facilitated Active Shooter Course for local law enforcement.
- Conducted outreach to Idaho Humane Society to enlist participation in upcoming Pet Sheltering/Mass Care Workshop Exercise
- Scheduled, arranged and facilitated Livestock Transportation Accident Workshop. Local, regional, state and federal personnel participated.

Operations / Response

- Conducted annual recertification of Ada County official user list for Government Emergency Telecommunication System (GETS) cards. Performed monthly certification of GETS card use.
- Notified by Tank Farm of 5,000 gallon gasoline leak, per SARA Title III requirement.
- Assisted Ada County Sheriff's personnel with maps for use in a response involving the kidnapping of a juvenile female from California and the subsequent wilderness rescue. Partially activated Ada County Emergency Operations Center.
- Assisted Bureau of Homeland Security in the Idaho Emergency Operations Center during recent statewide wildfires.