



Walla Walla County

Emergency Management Department

27 N. 2nd Avenue
Walla Walla, Washington 99362
Phone: (509) 524-2900 • Fax: (509) 524-2910
www.wwemd.info

LIZ JESSEE
Director

PATRICK PURCELL
Coordinator

AGENDA

Emergency Management Executive Board Meeting January 18, 2022 | 2:00 – 3:00 PM

1. Welcome Commissioner Kimball
2. OLD BUSINESS Liz
Finalization of 2022 Emergency Management Budget
Emergency Management Letter to Legislative Representatives regarding reduction to SHSP funding
Proposed Change to Quorum Requirements
3. Director's Report Liz
4. Round Table Discussion – Concerns or Additional Comments All
5. Adjourn Commissioner Kimball

Next Meeting: April 19, 2022



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Emergency Management Executive Board (EMEB) Meeting

Walla Walla County Emergency Operations Center

27 N. 2nd St.

Walla Walla, WA 99362

January 18, 2022

Members Present:

Todd Kimball, Walla Walla County Commissioner

Greg Tompkins, Walla Walla County Commissioner Chair

Jenny Mayberry, Walla Walla County Commissioner

Norma Hernandez, Mayor, City of College Place

Randy Hinchliffe, City Administrator, City of Waitsburg

Ted Koehler, City Council Member & Mayor's Representative, City of Walla Walla

Nabiel Shawa, City Manager, City of Walla Walla

Emergency Management Department Present:

Liz Jessee, Director

Patrick Purcell, Coordinator

Minutes:

Commissioner Kimball called the meeting to order at 2:00 PM, then recessed for a few minutes to allow time to integrate all virtual attendees. He welcomed the board members that were present and then turned the meeting over to Liz Jessee, Emergency Management Department (EMD) Director, who conducted a rollcall.

Old Business

Liz informed the board that the 2022 Emergency Management budget had been finalized by the county. There were no changes made to the budget from the one that was presented to the board in October 2021.

Liz presented draft language to the board for EMEB to send to legislative representatives to address concerns about pending reductions to the State Homeland Security Program (SHSP) funding. Nabiel asked if it was possible to turn to the State for more funding should the SHSP be reduced. It was decided that the issue would be brought to the attention both State and Federal legislators. Commissioner Tomkins said that he would raise the issue with John Colten, Aide to Senator Murray, during his next conversation with him. It was also decided that COVID would be left out of the letter as a reason for maintaining current funding levels. Liz stated that she would incorporate the changes and work with the County Clerk, Diane Harris, to prepare the letter for signature by the EMEB Chair, Commissioner Kimball.

Liz then spoke about a possible change to the quorum requirements governing the Emergency Management Executive Board. Using Valley Transit as an example Liz asked if it might be possible to amend the current EMEB quorum requirements so that for routine meetings those present would constitute a quorum. In discussion it was decided that this was an acceptable change provided that special or emergency meetings, and meetings concerning budget, remain as currently written in the Interlocal Agreement. These would require a majority of the board (6) be present. Liz told the board that this language would be included in the required 5-year update to the Interlocal Agreement, due this year.

New Business

Liz spoke noted that the Directors report had been emailed to all present for read ahead and that there was nothing more to add unless there were questions. Liz also noted that per the Governor's mask program, Patrick was again involved in distribution of PPE to requesting community partners. Commissioner Mayberry asked how these were being prioritized and it was explained that they were being handled in the same order the requests were received. Nabel asked if there were any exercises planned for the year. Liz stated that the triennial (every three years) airport exercise is this year, and that EM is participating in a National Level Exercise (NLE) for a Cascadia Subduction Zone event this June. It is also hoped that a flood scenario exercise can be held after the Flood Response Plan update is completed.

Questions Comments and Concerns.

Commissioner Kimball asked the board if there were any questions, comments, or concerns.

Nabel asked for information on the faults located in Walla Walla County and historical information on past earthquakes. He would like to put some information together to be included in future mailings informing the public on earthquake risk, and how they can best prepare.

Liz noted that information on the faults was located in the Hazard Mitigation Plan and that she would forward information from the plan to Nabel.

With nothing further raised for discussion, Commissioner Kimball told the group that the next meeting would be April 19th, 2022.

Meeting Adjourned:

Commissioner Kimball adjourned the meeting at 2:44 PM.

103 EMERGENCY MANAGEMENT		2022
		<u>DEPT REQUESTS</u>
10300	10300 - EMERGENCY MANAGEMENT	
308.30.00.0000	BEGINNING FUND BALANCE-RESTRICTED	134,952.00
333.97.04.2000	EMERGENCY MGMT PERFORMANCE GRANT(EMPG)	47,064.00
333.97.04.7000	HAZARDOUS MITIGATION GRANT PROG (HMGP)	40,031.00
333.97.06.7000	STATE HOMELAND SECURITY PROGRAM (SHSP)	67,859.00
342.50.01.0000	WALLA WALLA CITY	38,678.00
342.50.02.0000	COLLEGE PLACE	10,324.00
342.50.03.0000	WAITSBURG	1,047.00
342.50.04.0000	PRESCOTT	226.00
369.91.00.0000	OTHER MISC	0.00
397.00.00.0000	OPERATING TRANSFERS IN	35,695.00
334.01.80.0010	RAD EMERGENCY PLANNING (EFSEC)	37,031.00
10300 - EMERGENCY MANAGEMENT REVENUE TOTAL		412,907.00
10300	10300 - EMERGENCY MANAGEMENT	
525.60.11.0000	SALARIES & WAGES-CARES EMER MGMT	0.00
525.60.11.0001	EMERGENCY MGMT DIRECTOR	82,676.00
525.60.11.0002	EMERGENCY MANAGEMENT COORDINATOR	57,224.00
525.60.12.0000	OVERTIME EMERGENCY 100HRS	0.00
525.60.13.0000	EXTRA LABOR	2,000.00
525.60.21.0001	MEDICAL-LIFE-DENTAL INS	33,600.00
525.60.21.0002	SOCIAL SECURITY	10,856.00
525.60.21.0003	RETIREMENT	15,964.00
525.60.21.0004	INDUSTRIAL INSURANCE	500.00
525.60.21.0005	EMPLOYEE ASSISTANCE PROGRAM	0.00
525.60.21.0008	STATE PAID MEDICAL LEAVE	208.00
525.60.31.0000	OFFICE & OPERATING SUPPLIES	2,800.00
525.60.35.0000	SMALL TOOLS/ MINOR EQUIPMENT	2,000.00
525.60.41.0000	PROFESSIONAL SERVICES	63,581.00
525.60.41.9000	INTERFUND PROFESSIONAL SERVICES	32,287.00
525.60.42.0000	COMMUNICATION	406.00
525.60.42.0001	PRINTING	400.00
525.60.42.9999	CELL PHONE CHARGES	840.00
525.60.43.0000	TRAVEL	2,000.00
525.60.44.0000	ADVERTISING	500.00
525.60.45.0000	OPERATING RENTALS & LEASES	5,913.00
525.60.46.0000	INSURANCE	3,921.00
525.60.48.0000	REPAIRS AND MAINTENANCE	2,037.00
525.60.49.9999	MEMBERSHIP & DUES	160.00
594.25.64.0000	MACHINERY & EQUIPMENT	4,000.00
10300- EMERGENCY MANAGEMENT EXPENDITURE TOTAL		323,873.00
508.30.00.0000	ENDING FUND BALANCE-RESTRICTED	89,034.00
10300-EMER MNGMT END FUND BAL EXPENDITURE TOTAL		89,034.00
EMERGENCY MANAGEMENT EXPENDITURE TOTAL		412,907.00

DRAFT LETTER TO LEGISLATIVE REPRESENTATIVES

In the FY 2020 Homeland Security Grant Program (HSGP) Notice of Funding Opportunity (NOFO), FEMA announced four National Priority Areas (NPA). Twenty percent of the overall award needed to be allocated to the four areas. The same year, FEMA announced that a portion of State Homeland Security Program (SHSP)/Urban Areas Security Initiative (UASI) funding would be nationally competitive, meaning that each state would be allocated a minimum amount but could compete nationally for additional NPA funding. Because of significant resistance from subrecipients and ongoing impacts due to the pandemic, FEMA made the decision to forgo the competitive process and allocate the full amount to each state. In the FY 2021 HSGP NOFO, FEMA increased the NPA allocation to thirty percent of the overall award and expanded from four to five areas. While funding was not nationally competitive, Washington State Emergency Management Division has informed grant subrecipients that they expect that the competitive aspect of the funding will be implemented in the coming years.

This past year, during the FEMA Technical Assistance Calls, Kerry Thomas, FEMA Grant Programs Directorate Preparedness Grants Division Director, continuously emphasized that we can continue to expect HSGP funding priorities to change with the threat landscape, specifically for SHSP and UASI. FEMA recognizes that the traditional funding priorities represent risks that were more prevalent during a post-9/11 reality. The risks and threats have changed, and FEMA is moving towards better aligning funding to meet emerging gaps. Therefore, we can expect NPA percentages to increase and funding to be more restricted and more tightly tied to evolving terrorism modes.

The FY 2021 HSGP NOFO reads, “**Applicants are strongly encouraged to begin planning to sustain existing capabilities through funding mechanisms other than DHS preparedness grants.**” Further, Washington’s FEMA Preparedness Officer acknowledges that in future funding cycles, sustainment funding will no longer be a reality.

The reason for this letter is to outline the expected impact on Walla Walla County when SHSP sustainment is reduced. Walla Walla County’s SHSP fund for FFY20 was 67,852. For FFY21 was \$53,638, a reduction of \$14,214. Emergency Management is already operating with minimal staffing and a small budget. The loss of further sustainment funding would make maintaining an emergency management program for Walla Walla County, and the incorporated jurisdictions within the county, untenable. *(Insert comment here about continuing impacts of COVID on jurisdictions?)* We respectfully request your assistance to intervene on our behalf to request that FEMA reconsider further cuts to SHSP sustainment funding.

Valley Transit Voting Rules (page 4 of Valley Transit bylaws):

On any matters pertaining to the establishment of the taxing authority, or amending these bylaws, or affecting the income of Valley Transit, or dealing with the expansion of the administration and maintenance facility, or expenditures for land acquisition, or labor agreements and employment contracts, a majority of the voting representatives of the Board of Valley Transit (4) shall be required to decide any question. On other matters coming before the Board that are set forth on the published agenda, a vote of the majority of the voting representatives present shall be sufficient to decide any questions.

Walla Walla County Emergency Management Quorum (page 4 of Interlocal Agreement):

Six (6), or more, of the members of the EMEB shall constitute a quorum. Any meeting in which a budget is to be adopted or a financial obligation is to be assessed to a member thereof shall require a quorum. The EMEB shall meet on a quarterly basis to review the Emergency Management organization and plans. Meeting dates and times will be published by the Emergency Management Department prior to each meeting. Other meetings of the EMEB shall be called by the Chair or Vice-Chair or by a majority of the members of the EMEB. Any EMEB member may call emergency meetings with adequate notice to all members.



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DIRECTOR'S REPORT

October 1, 2021 – December 31, 2021

1. Meetings

- a. Walla Walla County Emergency Management (WWEM) attended a Radiological Issues meeting with state agencies, and counties for the Energy Northwest nuclear power plant located at the Hanford site. (11/9/21/)
- b. Attended the EMS and Trauma Care Council meeting. (10/7/21)
- c. Participated in the Emergency Management and Communications Advisory Board (EMCAB) meeting. (10/14/21 & 12/9/21)
- d. Conducted a Local Emergency Management Committee (LEPC) meeting for Walla Walla County. (11/10/21)
- e. Participated in the USACOE Mill Creek Flood Control Project annual flood coordination meeting. (11/18/21)
- f. Hosted a Walla Walla County Flood Readiness discussion with Public Works for the City of Waitsburg, Walla Walla & Walla Walla County, and the National Weather Service. Primary purpose of the meeting was to build a clear understanding of challenges to flood forecasting, river flow data availability and changes to the CFS response levels being adopted by the USACOE Flood Control Project and sandbagging procedures. The draft Walla Walla County Flood Response Plan was also discussed. (12/02/21)
- g. Participated in weekly meetings hosted by Walla Walla County Department of Community Health to coordinate COVID-19 response objectives and review PPE requirements/needs for staff/resident safety in Long Term Care Facilities, Skilled Nursing Facilities and Adult Care Homes.
- h. Participated in bi-weekly COVID-19 REDI Health Care Coalition meetings.
- i. Participated in weekly COVID Situational Awareness calls for Public Health Emergency Preparedness Region (PHEPR) Region 8. This call incorporates reporting from hospitals, EMS and Emergency Management for Walla Walla, Benton, Franklin, and Yakima County.
- j. Participated in weekly, then bi-weekly, Local Jurisdiction (County/Tribal) phone calls with the State Emergency Operations Center (SEOC) for COVID-19 response.
- k. Participated in weekly, then bi-weekly, meetings hosted by Walla Walla County Department of Community Health to coordinate COVID-19 response objectives and review PPE requirements/needs for staff/resident safety in Long Term Care Facilities, Skilled Nursing Facilities and Adult Care Homes.
- l. Participated in weekly, then bi-weekly, multi-jurisdictional Command Team/Virtual EOC meetings for COVID-19 response.
- m. Participated in a Catastrophic Planning for Mass Care Services and Water Infrastructure Systems - Region 8 Workshop (virtual) sponsored by WAEMD. (10/4/21)
- n. Completed all phases of the State annual Stakeholder Preparedness Review (SPR). Aggregated data was received back from the WAEMD for use in conducting informed planning on ways to reduce identified capability gaps.

2. Training

Title Scope/Purpose	Sponsor	Date(s)
<i>EOC Technical Assistance Session 2 & 3</i> <i>Participants were familiarized with EOC management, resource management during an event and how Emergency Support Functions (ESF) was used to support incident response.</i>	FEMA Region 10 & WA Military Department	10/07/21 & 10/21/21
<i>Biennial Ingestion and Post-Plume Drills Discussion. Familiarizing participants with changes to NUREG N.4.e affecting the following:</i> <ul style="list-style-type: none"> • Sample plan development; • Analysis of lab results from samples; • Assessment of the impact on foodstuffs and agricultural products; • Protective decisions for reentry, relocation, return, and re-occupancy; • Foodstuffs/crop embargo; • Dissemination of ingestion exposure pathway EPZ information to pre-determined individuals and business; • Assessment of emergency worker knowledge of ingestion exposure pathway EPZ procedures; and • Identification of the individual authorized to make decisions in the ingestion exposure pathway EPZ. 	WA Military Department	11/01/21
WEBEOC Administrative functions training	WA Military Department	12/08/21
Public Assistance and Preliminary Damage Assessment. <ul style="list-style-type: none"> • Public Assistance Overview/ Contracting and procurement • Public Assistance Preliminary Damage Assessment/Documentation • Public Assistance Delivery Model & Grants portal 	WA Military Department	10/12/21, 10/13/21 & 10/14/21

3. Public Education and Information

- a. WWEM maintains a presence on social media with a Facebook page and a Twitter account. Information about emergency preparedness is shared daily. These social media outlets serve as an important source for disseminating accurate and timely information during emergencies.
- b. Liz continues to act as joint Public Information Officer (PIO) with the EMS department director, Heather Lee, to perform news release and information coordination with the media for the ongoing COVID-19 pandemic event.
- c. WWEM maintains and updates the Walla Walla County Emergency Management website.

- d. WWEM continues to deploy the Everbridge Community Engagement tool for use by the Walla Walla County Department of Community Health. Residents sign up for COVID-related updates by texting 'COVIDWW' to '888777.' This subscribes the sender to text messages which contain a link to an Everbridge [website](#) with COVID-related information. Messaging has been focused on vaccine and mass vaccination clinic updates.
- e. During this Quarter, the Everbridge Notification System:
 - Everbridge was used as the primary IPAWS platform to conduct weekly tests of Emergency Alert System (EAS) as well as required monthly proficiency testing of both EAS and Wireless Emergency Alert (WEA) systems.
 - Everbridge was also used on October 24, 2021, to alert Walla Walla residents of dangerous wind conditions that were causing damage and concerns for public safety. Residents were encouraged to avoid any non-essential travel and shelter inside until conditions improved.

4. Drills and Exercises

- a. Participated in the weekly CEMNET radio tests with Washington State EOC and logs each weekly check. This is an alternate means of communications between the Walla Walla County Operational Area EOC and the State EOC.
- b. Participated in required weekly Emergency Alert System (EAS) tests using the Everbridge notification system. Tests are logged.
- c. Conducted monthly required proficiency testing of the Integrated Public Alert and Warning System (IPAWS).
- d. Participated in Amateur Radio Emergency Services (ARES) drills testing ICS operational procedures, equipment and communications utilizing voice and data over amateur radio networks.
- e. WWEM continues ongoing planning with local, state, and federal partners for the Cascadia Rising 2022 (CR22) exercise. This exercise will involve a worse-case scenario Cascadia Subduction Zone (CSZ) earthquake.
- f. Participated as an Observer/Controller in training for the Columbia Generating Station (CGS) evaluated exercise in the Franklin County EOC. (10/25/21)
- g. Participated in the Grant County PUD annual EAP seminar. (12/9/21)

5. Emergency Facilities and Equipment

- a. WWEM works closely with ARES (RACES) in training and exercises and maintains a ham radio operator station located at WWEM. During this quarter ARES conducted weekly, local, and statewide voice nets, weekly digital check-in nets and digital messaging drills.
- b. During this quarter ARES:
 - Conducted messaging drills. Approximate time conducting skills maintenance is 3-5 hours per week.
 - Conducted quarterly testing and maintenance of the Emergency Management Amateur Radio Station. (11/22/21)

6. Administration

- a. Worked with Franklin County Emergency Management to facilitate rewriting the county's Radiological Emergency Response to meet revised Department of Energy requirements.
- b. Worked with the Walla Walla County Department of Community Health to develop an Extreme Weather Response Plan. This is being done by incorporating Extreme Cold into the existing Extreme Heat plan.
- c. During this quarter WWEM has continued to provide resource acquisition support through liaison with State agencies in support of organizations throughout Walla Walla County. This support is largely directed

at requesting, receiving, and distributing personal protective equipment (PPE) supplies to requestors who meet allocation priorities and who are unable to obtain it through other means. During this quarter WWEM requested medical staff and equipment to support WWCDCH and Providence St. Mary's Medical Center. These requests were in support of vaccinations clinics being conducted at the Providence South Gate Campus and for increasing St. Mary's surge capabilities.

- d. Conducted an Emergency Management Executive Board (EMEB) in person at the Walla Walla County Emergency Management Emergency Operations Center (EOC). (10/19/21)