



# Emergency Management Performance Grant (EMPG) Working Group

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Tuesday, August 2, 2016 Meeting Minutes

## ATTENDANCE

|                         |                |                 |
|-------------------------|----------------|-----------------|
| Frank Patterson (Chair) | Sarah Somers   | Billy Ted Smith |
| Lawrence Trevino        | Juan Ortiz     | Mike Fisher     |
| Danielle Hale           | Tim Ocnaschek  | Dale Little     |
| Richard Gonzales        | Chief Nim Kidd | Lisa Resendez   |
| Aeris Williams          | Heather Baxter | Susan Vessell   |

Bryan Becknel

## WELCOME AND INTRODUCTIONS

- Frank welcomed the group
- Susan discussed her role as interim facilitator since Kim Jones is no longer with TDEM
- Member introductions

## STATUS OF COMMITTEE REVIEW

- Chief Kidd requested the group stay together at the April meeting
- Consensus of the group was that they had accomplished what they came together to do; Chief asked them to provide feedback on the program as he needs the body to funnel information to TEMAC
- No direct tasking was given to the group
- Group function as a working group under the TEMAC structure
- TEMAC has no 'authority' and by organizing groups under the new structure it will help to reduce duplication of efforts and topics being discussed by multiple groups (example – TEMAC and FRAC were both discussing mutual aid); this group specializes in EMPG and will report in at TEMAC meetings in a more formal way
- Chief Kidd asked the group to think about what else they can work on and make recommendations
- EMPG structure is different as EMPG is monitored and audited on how money is spent

## NEXT STEPS FORWARD

- Group would like more assignments from TDEM leadership
- Group agreed to look at monitoring guidance
- All should ask questions such to try to figure out what could improve EMPG (statewide exercise needed?); things that could make the program better
- Chief still makes policy decisions, but the group can make recommendations and those recommendations may be stronger in the future if there is a consensus with TEAMC; no policies are to be made in a vacuum
- Group to take EMPG tasks that jurisdictions have to perform and report back on:
  - Look at monitoring results
  - Study best practices
  - Assist Lisa and Heather with best practices development
  - Develop something in writing form the group to help jurisdictions understand the goal and best practices to achieve
  - Assist state to help EMPG jurisdictions how they can perform better under the program (exercise so often, outreach hours, report writing, etc.)
  - Possible executive guide development to elected officials about the program
  - Research certificates for meeting objectives
  - Focus on performance piece to show how the money is helping Texas to be stars in emergency management
  - Study the criteria used for funds and what is used as minimum requirements; study whether or not exercises or handing out brochures helps with performance
  - Develop possible benchmarks that are challenging for jurisdictions of different size (hours of outreach); scalable workflow for smaller to bigger cities

- Review all previous recommendations to ensure the recommendations are still the best for the program
- Research jurisdictions that have full time emergency managers or if a jurisdiction has a type of risk in the performance plan to try to assign a metric for communication or exercises
- Discuss expectations and industry standards (for both EMPG jurisdictions and all emergency management)
- Research standard EOC equipment (and what is needed for jurisdictions that do not have EOCs)
- Develop materials that will pass on EMPG knowledge from the group to others, so that when members are, one day, not around the knowledge is not lost but passed on
- Look at ways to educate jurisdictions about ways to save money instead of buying systems (example: neighboring jurisdictions that may already have a contract or system)

## DISCUSSION

- Best practices have been put together and the lack of communication in some jurisdictions is challenging as well as the fact that there is high turnover; some jurisdictions do not communicate with the judges or mayors; some jurisdictions treat EMPG funds as they do not have time to give the program 100 percent
- Room for improvement is in education opportunity
- EMPG has received FEMA recognition for the work its done; the rules make the process more palatable for all; group is mark of success but may need to change direction
- Need district coordinators to be better trained on EMPG
- Concerns about making recommendations concerning sliding metrics for cities as some jurisdictions get more than what they should and some get less
- Want to focus on trying to assist struggling jurisdictions with the hope of increasing their performance over 5-10 years
- Concerns about vendors going to struggling jurisdictions and selling them systems that are not needed; all of the state would benefit for the group to work on standards for equipment in EOCs
- Best practices documentation would greatly help those that are new to emergency management; it is something that could be taken to budget officials to help them understand what is needed

## TEMAC

- Structured meetings like [GETAC](#)
- Next meetings will run in a linear fashion
- Any members of all groups can attend all meetings if they want; gives stakeholders a chance to hear what others are talking about; just like ETN (happening in next room) impacts everyone in this room; others can hear processes and make recommendations; stakeholder put in is from the bottom up
- Groups under TEMAC will provide written recommendations to Chief like the [NAC](#) sends written recommendations to FEMA administrator Fugate; Chief will then respond as to why the recommendation is accepted, partially accepted or partially accepted

## UPDATES AND EMPG MEMBERSHIP

- TRNN goes away this month; Lisa will put out new memo about the new database; governor already put out a memo for homeland security
- TRNN no longer required by EMPG
- For those that were using TRNN for resource tracking requirement under NIMS, WebEOC can be used

## EMPG WORKING GROUP MEMBERSHIP

- Membership will be open to those that are not an EMPG funded jurisdiction
- Members will represent the 24 COGS
- Members will represent small, medium and large jurisdictions
- TDEM leadership to assist with guidance to determine which COG will have small, medium or large jurisdiction
- Voting members that do not come from an EMPG jurisdiction will account for no more than 10

percent of the vote

## ACTION ITEMS

- Susan to send draft charter to group for review
- Group to look at populations size that will define a large, medium or small jurisdiction
- Group to work on membership recommendation and present recommendation to TEMAC
- Frank to determine if any conference calls are needed before the November meetings

## NEXT MEETING

- November 2016
- [Texas EMS Conference](#)
- Dallas, TX
- Day and time TBD