

EMPG Committee Meeting Minutes

Wednesday, January 25, 2012
1000-1400

State Operations Center, EOC, Austin

In Attendance

- Members: Joe Ferro (Chairman/City of Webster); Pat McMacken (Co-Chair City of Irving); Tim Ocnaschek (Secretary/City of Beaumont); Sarah Somers (Grayson County); Chuck Frazier (Brazos County); Frank Patterson (City of Waco); Dale Little (Midland County); David Coatney (City of Round Rock); Michelle Carrahan (Harris County); Kevin Starbuck (City of Amarillo); Ricardo Gonzalez (City of El Paso); Jose Ortiz (City of Fort Worth); Danielle Hale (Nueces County); Billy Ted Smith (Jasper/Newton/Sabine Counties); Patrice Reisen (Travis County); Danielle Hale (Nueces County)
- Liaisons: Shari Ramirez-MacKay (TDEM); Lisa Resendez (TDEM); Doris Grisham (TDEM); Heather Baxter (TDEM); James Kelley (TDEM); Ester Corwin (TDEM)

Meeting Recap

Overview of discussion topics:

- Reviewed funding formula using the 2010 awards and 2011 jurisdictional budgets.
- Discussed benefits of a requirement of earmarked EMPG funding towards exercises and training.
- Discussed exercise requirements and reporting.

Key concerns included:

- Reaffirmed concern for lack of standardized hazard analysis reporting guidelines, thus only allocating a low percentage of funding based on jurisdictional threat.
- Several jurisdictions, regardless of formula used, are likely to get another reduction in funding in order to improve equitability.
- Concern that the baseline allocation was cutting too large a percentage of the funding out before the formula was applied.
- Allocating a baseline should be on the agreed upon percentage without regard for what that percentage is going to be used for (i.e. half a planner).

Decisions made: (Recommendations)

- A Baseline recommendation will remain 40% at this time which with current funding will ensure a baseline of approximately \$19,000 per jurisdiction, based

on 50% of eligible budget. That means some jurisdictions will be funded at the maximum 50%; however, they will receive less than the standard baseline. The remaining funding will be rolled back into the remaining pot of passed through funding in what is being called “round 1 calculation.” All jurisdictions having maximized their 50% eligible funding will then be taken out of the formula for the second round calculation.

- The second round calculation will use the following formula.
 - All jurisdictions having maximized their 50% eligible funding will then be taken out of the formula for the second round calculation.
 - 70% population based on latest census for the EMPG Plan covered area.
 - 20% progress reports - See additional notes at bottom from Nov minutes.
 - 10% threat/risk-
 - If funding remains based on 50% maximum of eligible budget, then a third round calculation will occur in a similar process as the second round.
- Reiterated November 2011 decision- EMPG eligibility will be determined as previously agreed upon. New applicants having completed a successful probationary year will be rolled into the total number of eligible applicants.
- A recommendation will be made to insert a recommendation into the EMPG state guidance that jurisdictions try to apply 25% of funding toward training and exercise and no change to training or exercise mandates until next year.
- DECIDED to break meeting early (1400!!!!)
- After Action Reports are due to TDEM in a timely manner and the template for Discussion Based (“Abbreviated”) and Operation Based (“Full”) exercises is posted in several formats on the TDEM, Preparedness section website.
 - Jurisdictions can join together and duplicate AARs as applicable as long as a jurisdictionally specific cover page (and improvement/correction plan) is included.
 - Requirement are different for EMPG funded personnel participation versus jurisdictional participation. Guidance for jurisdictions is in the EMPG guide page 2-B-11.
 - TDEM is offering Region-specific HSEEP and G-920 courses to assist jurisdictions developing appropriate programs and documentation. Three regions are scheduled for FY 2012.
- DECIDED to break meeting early (1400!!!!)

Issues requiring further discussion at next meeting:

- Review the FY 2012 jurisdictions wishing to continue participation, those dropping out, and new agencies desiring inclusion along with budget requests. This will be plugged into the formula and disseminated prior to the next meeting for review and impacts.
- Should jurisdictions dropping out of the program for positive reasons be given an award such as a plaque? (i.e. program is now self-sustaining and no longer needing funding assistance)

Assignments

Item	Assigned to:	Date due:
Send EMPG members the updated and revised funding formula sheet for review and discussion prior to next meeting	Lisa and Joe	When possible (NLT 1wk prior to meeting)

Next Meeting

Date/time:

- February 29/ 1000-1400

Location:

- State Operations Center (SOC)

Past meeting Decisions:

June 27

- Committee rules and guidance approved
- New Applicants will be required to demonstrate full eligible program compliance for one full year with no funding, after which the eligible jurisdiction will be considered on an equitable basis with every other previously approved jurisdiction
- Committee support for jurisdictional EMPG audits have been recorded in previous minutes. Application and budget review process as well as periodic audits and currently published standards should encourage strict adherence to program eligibility requirements.
- Redemption process if removed from award eligibility:
 - If the reason is intentional misconduct (particularly Fraudulent), the jurisdiction is not eligible for five years at which time they will have to reapply as a new applicant (See “new applicant request guidelines)
 - If the reason is non-compliance (forced), or inability to comply (voluntary), then not eligible to apply for one year and then start as a new applicant.

May 31

- TDEM/EMPG program management should be supported in enforcing current EMPG guidance regarding compliance. Additionally, at the 30 day past due mark, a formal letter will be submitted to the Chief Elected Official, CEO (i.e. City Manager), EMC, and relevant RLO

- Committee recommends adjusting guidance wording regarding eligibility to remove “generally”. Jurisdictions in non-compliance should automatically lose funding for the non-compliant periods as well as lose funding the following year.
- Hardship waivers may be relevant for extraordinary circumstances (i.e. disaster) and will require a written extension request from the chief elected official. TDEM staff will review and assess the waivers on a case-by-case basis.

Nov 11, 2011

- Recommend a three-step EMPG funding process:
 - Determine the Baseline and calculate overages based on eligible budget
 - Add any overage to the remaining pass-through funding
 - All jurisdictions with budgets adequate to receive funding over the baseline will be entered into the formula to calculate additional allocation
- Baseline calculation. This threshold was calculated to ensure new jurisdictions have incentive to apply and be included, as well as to represent a portion of the anticipated costs of developing and maintaining a jurisdictional Emergency Operations Plan. To allow for unknown future award amounts, the committee’s recommendation is to take 40% of EMPG funding passed through the state and divide that amount by the number of eligible EMPG jurisdictions. Annual EMPG eligible budgets will be assessed to ensure the federally directed 50% match is sufficient to cover the Baseline award. Any overage will be included with the remaining 60% of EMPG pass-through funding.
- Progress reports and compliance will be added back to the formula at a 20% level for those jurisdictions scoring between 15-25 points. Those dropping below 15 points at the end of the year would be ineligible for any funding that year, and the money would be put back into the pass-through total to be re-distributed.
- Population specific to Plan coverage area was given a 70% rating.
- Threat/Risk will continue to provide a 10% impact until more objective guidance is provided to justify the rankings.