



Texas Emergency Management Advisory Committee (TEMAC)

Meeting notes from April 7, 2016

ATTENDANCE (TEMAC MEMBERS)

Ronnie Bates	Charles Bauer	Mike Beimer	David Coatney
Eric Epley	Dale Little	Crystal Lyons	David McCurdy
Stephen Mild	John Owens	Bob Royall (Chair)	Sarah Somers (Vice Chair)
Denise Walker		Michelle Gonzales (facilitator/scribe)	

OTHER ATTENDEES

Chris Barron, First Responders Advisory Council (FRAC)	Kenneth Bell, FRAC	Joshua Bryant, Drought Preparedness Council (DPC)
Eric Carter, FRAC	Russell Cook, Texas Disabilities Task Force (TD)	Seth Christensen, OOG
Joseph Farro, EMPG	Danielle Hesse, TDTF	Kim Jones, EMPG
Jeff Newbold, TDEM	Shaqueena Nobles on behalf of Tim Conaschek, FRAC	Juan Ortiz, EMPG
Mitchell Osburn, State Hazard Mitigation Team	Denita Powell, STEAR	Randy Renois, FRAC
Richard Retz, FRAC	Lawrence Trevino, SAOEM	

WELCOME

TEMAC Chair Bob Royall provided brief opening and welcoming remarks. He also gave a short overview of TEMAC’s history and charges.

TEMAC REORGANIZATION BRIEF

Chief Kidd thanked all present for their time and service as members of the various councils and committees and provided additional welcoming remarks. He then moved into discussion about the restructure.

He asked the group to turn to page 12 in the TEMAC Reorganization Project Management Plan (PMP). Chief Kidd stated that he perceived each of the groups on the chart, despite being named committees and councils, as advisory bodies. He noted how effective these bodies were and cited the Emergency Management Performance Grant (EMPG) Steering Committee, which was recognized by FEMA for best practices on how to distribute limited funds equitably.

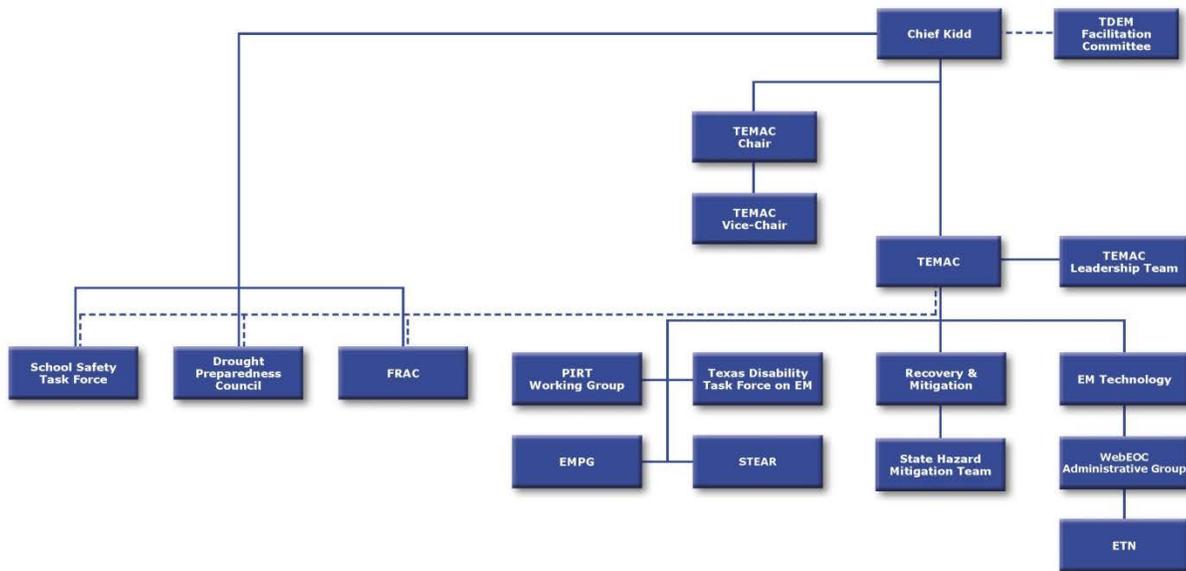
Chief Kidd went on to discuss the concerns from the various bodies expressed to him, such as lack of direction; not sure of mission; want to feel more valued; lack of transparency; duplication of work; and desire to have less/more input. As a result of these concerns, TDEM staff looked at ways to better organize all the groups to be more effective and collaborative.

Chief Kidd outlined key components of the [Governor’s EMS and Trauma Advisory Council](#) (GETAC) and [FEMA National Advisory Council \(NAC\)](#) processes which were considered to develop a hybrid model for a more effective, transparent and collaborative process and to address the expressed concerns. Those components are :

- Overall organization
- Workgroups meeting often
- In-person meetings that are open and at which all attendees are stakeholders

- Documented public input
- Process for submitting and receiving feedback on submitted written recommendations
- Meetings that do not overlaps

Chief Kidd noted that during a conversation at the First Responder Advisory Council (FRAC) meeting, it was suggested the three legislatively-mandated committees—School Safety Task Force, FRAC and Drought Preparedness Council (DPC)— report directly to Chief Kidd without any body reporting to them. Chief Kidd emphasized the PMP was a draft, but he wanted to adhere to the timeline outlined in it. He also asked those present their thoughts about aligning those committees as documented on the current organizational chart (see below).



Clarifying questions were asked about the reporting structure and how it may impact transparency. Chief Kidd emphasized that he believes there should be a larger reporting body that all of the groups provide report outs to during the large group meeting. He also stated that he wanted the groups to provide recommendations and changes in writing, and he will respond in kind. These components will be key to furthering collaboration, information sharing and transparency.

Additional questions asked:

1. Will there be more than one representative [from each group]? Answer: Eric Epley answered yes, but emphasized the group meeting is not a free for all. Instead it is a structured and transparent process. He also advised that using the processes minimized jurisdictional thinking, promoted understanding of other groups' interests and concerns, and increased participation among the groups. He cautioned that it is not the fastest process, but because of the thorough work that is put in prior to a group meeting and the solicitation of stakeholder input, consensus happens regularly.
2. How do the GETAC subcommittees work? Answer: Committee meetings are held on a designated Wednesday and Thursday. Meetings do not overlap so all may attend as a participant. On Friday, each of the chairs provides a bulleted summary of their meeting at the group meeting. Discussion and questions can occur.

In order to make this work, he recommended blocking the days off now and determining the number of times and when the group will meet. Chief Kidd added the group meeting is not the only time all the

workgroups get together. He stated there may be monthly meetings or task forces created to work on a problem that occurs in between the core GETAC meetings. Chief Kidd noted this is similar to the NAC meetings, where they have a conference call every two weeks in addition to in-person meetings.

Chief Kidd also noted that at GETAC, the Texas Department of State Health Services (DSHS) supervisors responsible for those sections are sitting in the room and are available to assist. He stated his commitment was to have the TDEM responsible party with the respective group, not to drive the discussion or make recommendations, but to provide feedback and the TDEM perspective. Chief Kidd also committed to being in the room at the overall meeting, but he will not be at every individual meeting. He reiterated that he did not want TDEM driving the process that should come from them, the stakeholders.

3. How does the TEMAC chair and vice chair feel about this? Answer: Vice Chair Sarah Somers provided an overview of how she learned about the restructure. She too had wondered about what the other groups were doing and has been concerned about the perception that there are TEMAC secret meetings. She believes a common operating picture will be extremely effective and enhance transparency and collaboration. She is not a fan of the appearance that one group is in charge of another, and she emphasized this is about an inclusive reporting structure to ensure collaboration and transparency. She also feels this may encourage groups that haven't met for years to become active again.

Chair Royall feels TEMAC will be a great coordination point. He has seen this work effectively with other bodies. As we determine what works best for all of us, he feels that it will be extremely effective. Chair Royall also reiterated how valuable all the council/committee members' time is. He also encouraged input regarding the process, but cautioned against the recreating the wheel, and expressed that this was something that he can envision being highly effective.

4. How do members become aware of overlaps or problems occurring in a situation with the current organizational chart? Answer: Following the GETAC model, it would occur on Friday during the report outs. Epley emphasized the need to overachieve with structure, professionalism, reliability and transparency to build trust and combat the cynicism among the groups and other shareholders.

Recommendations

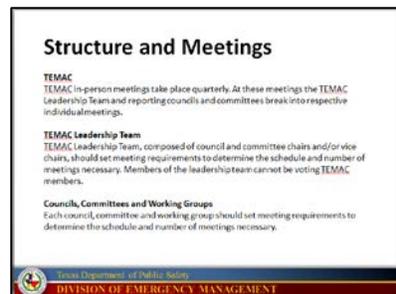
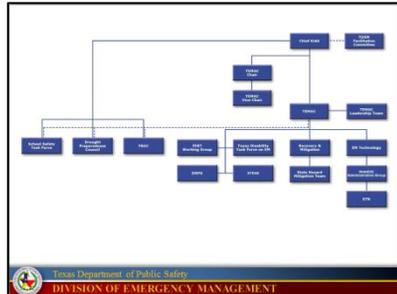
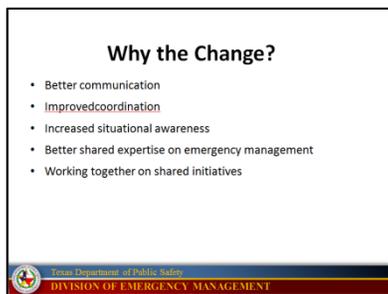
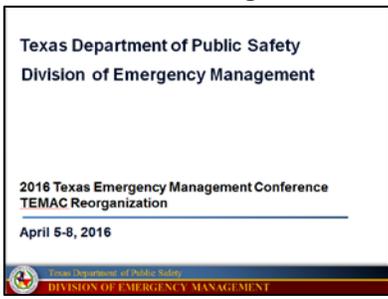
- TEMAC must meet at least two times a year: suggested times Texas EMS Conference and Texas Emergency Management Conference (TEMC)
 - Individual groups may meet as often as needed or mandated in addition to the group meeting
 - Schedule a meeting in summer as the first group meeting
- Initially, have one hour meetings over several days that do not overlap so all individuals can attend all meetings without being pulled in two different directions
- Set the schedule as soon as possible
- Filling vacant positions: must consider needs and representation as well as participation
- Include pictures with applications to increase familiarity
- When scheduling meetings, be mindful of large functions and exercises that may impact scheduling
- Chief Kidd noted he is not as concerned with hierarchal reporting as he is with grouping like functions together, and for that to be considered when scheduling.
- Look at current make up of groups and determine if all the boxes on the organizational chart are needed, could be consolidated with another group or if there are others that should be added to fill missing functions

- A TEMAC member should sit as a member on each group
- There should be equal representation on TEMAC from all DPS regions
- Develop informal connections among the groups to reinforce formal connections to improve and facilitate communication
- Consider any physical restraints, such as staffing, hotel rooms, meeting rooms and number of days when scheduling (This will be a challenge as TDEM is not able to cover costs for hotel or travel. Other logistics considerations also may be challenging)
- Incorporate video teleconferencing or other technology to facilitate communication
- Remember that Chief Kidd is asking for the groups' feedback and input as opposed to directing the processes
- Continue to fine tune the process so it may evolve and better meet the needs of all
- Use the process to develop consensus and understanding among the groups regarding hot topics and issues
- Tell Chief Kidd what he needs to hear; not what he wants to hear
- Reinforce the need for all to be heard and understood
- Have bridge/conference call numbers available for those who are not able to attend meetings in person due to budget limitations
- Limit speaking time in overall meeting (suggested time five minutes)
- Consider room set up to facilitate dialogue
- Determine how written recommendations are formatted and what role TEMAC will have in the process
- Identify process for submitting written recommendations to and receiving written recommendations from Chief Kidd (First agenda item for first meeting)
 - TDEM staff support provides Chief Kidd minutes, etc. so he may review and be situationally aware of what's going on at the meetings

TEMAC Reorganization PowerPoint

Susan Vessell introduced the PMP and provided a brief overview that augmented the information presented by Chief Kidd. She also noted that there were changes to the PMP that had not been included yet. She introduced Kim Jones, TDEM, as a resource for any questions regarding NAC's organization and processes.

Vessell went through each of the slides:



TEMAC

TEMAC provides organizationally independent, strategic, timely, specific and actionable advice to the TDEM chief and the senior leadership team on matters related to emergency management in the state of Texas. TEMAC serves as the TDEM chief's advisory body with the goal of providing advice when requested in the following areas:

- Strategy and policy
- Coordination and leadership
- Management and implementation
- Evaluation and feedback

TEMAC coordinates with other committees, councils, and working groups and acts as the sounding board for TDEM executive leadership ideas.

Q&A

Texas Department of
Public Safety

Division of Emergency
Management


@TDEM
@TX_Alerts
@chiefkidd

Task Items:

- Review current TEMAC charter to determine what changes are needed
- Send out PMP for comments
- Use Listserv to accommodate additional members (Epley noted there is an automated self-subscribe/unsubscribe system available to consider for use)

Other items:

- Vice Chair Somers noted that minutes from TEMAC meetings are located at <http://www.txdps.state.tx.us/dem/CouncilsCommittees/TEMAC/index.htm>
- Vessell noted written recommendations and responses will also be posted on the website for transparency. Determinations will be made as to what can be disclosed, and if not, why it cannot be disclosed

Concerns:

- If attending Texas EMS or TEMC, there is a concern about employers paying conference fees, but members are attending meetings instead of attending the actual conference
- Multiple travel days and associated costs may be an impediment due to constrained budgets
 - Vice Chair Somers clarified that as a TEMAC member the attendee would only be required to attend the advisory body meeting they sit on and the overall group meeting. Attendance at other meetings will be at the individual's discretion. Therefore, overall travel and associated costs may be reduced.
 - Eric Epley noted from personal experience that as the process becomes more fluid, information sharing increases and impacts, both professionally and personally, are noted, employers at all levels have become more supportive of attendance at the GETAC meetings
 - This will likely reduce overall travel frequency

Straw Vote:

- All present were in favor of the reorganization

INTRODUCTIONS AND BRIEFS BY OTHER COMMITTEES AND COUNCILS

Emergency Management Performance Grant (EMPG) Steering Committee:

Joe Farro, city of Webster emergency management coordinator. Farro noted Frank Patterson, who was unable to attend, is the current chair of EMPG and that Patterson has done a great job.

EMPG members are all in favor and supportive of the reorganization draft. The group is looking forward to the evolution and will be happy to participate.

Farro noted EMPG's work was completed several years ago and its goals and objectives were met. There have been 24 total members in committee history. He also reiterated FEMA's recognition of the group. He explained EMPG will move toward a working group to preserve the -knowledge base of the group. TDEM staff will reach out to EMPG members to see if they are still interested in participating in the working group

or if they want to move to other committees or councils. Details of this move, including parameters and the charter, are still pending.

No questions from the group after the report.

Emergency Tracking Network (ETN) Advisory Group:

Jeff Newbold, state coordinator for TDEM’s Critical Information Systems, manages ETN, which was four different systems now merged into a single system. His group is in the process of developing a smartphone application that is going through the DPS procurement process. The app is expected to be complete by April 21, 2016. WebEOC administrators and the Texas Military Department will be able to use the app by May 1, 2016. Statewide usage is expected to occur by June 1, 2016. There will be five groups working under ETN—jurisdiction evacuation, transportation, sheltering, reception centers and repopulation. He is using a previously developed structure that will have a focus on operations as well as the technology side to ensure that he is doing right and there are no shareholder unmet needs.

The app will also be further tested during an air evacuation exercise being held in areas across the state.

Questions:

Is ETN the system or the application?

ETN used to be just a connection between five systems, the state (used operationally) and four local systems, which were connected together. When the vendor’s contract expired, TDEM became the administrator of the tracking process that runs through WebEOC which is the host for the app. He also sees its uses in EMTrack.

First Responder Advisory Council (FRAC):

Fire Chief David Coatney of Round Rock Fire Department is FRAC’s chair. FRAC is one of the legislatively mandated councils that provide guidance regarding homeland security unique to the first responder community. He noted FRAC has worked on several projects, including collaboration with TEMAC. Current focuses is on post incident response teams (emergency support teams)

Post incident response teams would be made up of individuals of political bodies that have experience in disaster that will provide their expertise to other jurisdictions during an event. They are also working on identifying additional priorities. These priorities include homeland security issues as well as training, exercise and interoperability issues (statewide interoperability task force: looking at how law, fire and EMS can communicate across the state). They are also looking at after action report confidentiality, specifically how sensitive information can be redacted as well as using it effectively when short-comings are recognized but fears of the information becoming external limit its use. Additionally, fire, EMS, law enforcement and emergency management information sharing issues are being looked at. FRAC is also revisiting Department of Homeland Security credentialing. And finally, active shooter training in the warm zone and engaging traditional and non-traditional partners as well as identifying all factors that may impact response. With this, they are trying to find a good white paper that tells how to do this and share it with the community.

No questions regarding this report.

School Safety Task Force:

Susan Vessell, task force facilitator, provided the brief. Created by SB 1556 in the 83rd Legislature. Chief Kidd is the chair of the taskforce and additional members are Director Gary Sera (TEEX), Pete Blair (director of ALLERT) and Kathy Martinez-Prather (director of Texas School Safety Center). The goal was for the Texas School Safety Center, in consultation with other taskforce members to develop a school safety certification

program for all Texas independent school districts (ISDs). The program is up and running and has been for a while.

Initially, schools were going to be given a limited time to apply for certification. However, after consultation with the governor's policy advisors, it was determined the process would remain open. It's hosted by the Texas School Safety Center and is online on their website. ISDs can apply for their certifications there.

Best practices and recommendations were run through TEMAC when the outline was first developed. The task force benefited from this input.

Another legislative report is due September 1, 2016. The taskforce will meet the first week of August for that report and also messaging for September and October preparedness months. As of now, the legislation is about to expire. That includes the actual certification program.

Questions:

Are representatives from higher education going to be included, because right now the scope is limited to k-12?

That will have to be determined by the next legislature.

Could that be a recommendation?

It could be a recommendation. Discussions can be held in November.

Drought Preparedness Council (DPC):

Josh Bryant, TDEM, spoke on behalf of the council. The council was established by the 76th Legislature. Chief Kidd is the state drought manager. Major responsibilities include advising the governor on significant drought conditions, recommendations on and reporting about drought around the state, and advising regional planning group; ensuring effective coordination among state, local and federal agencies; and reporting to the legislature re population,.

The council is made up of representatives from other state agencies as well as governor appointees. There are different committees within the council. Bryant cited the Emergency Drinking Water Task Force. It is co-chaired by TDEM and TCEQ. They identify and serve as a coordination piece for the state to communities that have less than 180 days of drinking water.

The council also monitors the Drought Annex.

No questions from the group after the report.

State Hazard Mitigation Team (SHMT):

Mitch Osburn, TDEM and facilitator for SHMT. TDEM Deputy Assistant Director Paula Logan is the chair. The mission is to reduce risks related to natural and man-made hazards. The team is made up of approximately 15-18 state agencies, such as TDEM, General Land Office and TCEQ, some universities and other entities that touch mitigation in their daily life. During his term as facilitator—one year—the team has met twice.

At the state level, TDEM's Mitigation Section is the pass through entity for FEMA mitigation funds used for projects such as flood control and safe rooms. Other team members may have their own grant stream funds coming through them as well.

The team has two tasks. The first is to manage the FEMA mitigation funds that go through TDEM and to evaluate subsequent applications for those funds. This year, for DR- 4223, Chief Kidd directed the team to provide him things the team felt he should consider when prioritizing applications before sending them to FEMA. Different subject matter experts review the applications and provide feedback on the applications

and projects proposed. Those conclusions are presented to Chief Kidd, and then he determines which applications will be sent to FEMA for a final determination.

The second task is to write the State Hazard Mitigation Plan, which is coming up for review in 2018. Team subject matter experts will write their related portions of the plan. Without the plan, FEMA will not award mitigation funds to the state. The plan is also used by local jurisdictions as a template and having their plan qualifies them to be eligible to receive those funds too.

Questions:

What is the process for moving applications forward?

Applications are reviewed by the team, forwarded to Chief Kidd and then to FEMA.

The primary members are state agencies?

Most are state agencies, but not all of the agencies participate when they meet.

Are universities or health science centers represented?

Osburn is open to any ideas about additional agencies that may need to be part of the team in order to have full representation.

Are there representatives from local jurisdictions?

There are no representatives from local jurisdictions.

State of Texas Assistance Registry (STEAR) Committee:

Dede Powell, group facilitator, provided a brief history. STEAR first came together in 2010. It was chaired by Sharon Nalls to take the transportation systems registry and make it available across the state. They did that and it has been operating across the state for three years.

The group has not met for a year, but have a virtual meeting annually to determine if changes are needed to the questionnaire used by registrants. Currently, there are about 20 members. Most are representatives of local governments. There are also four state agencies and the current contractor for the STEAR program.

Powell is looking forward to the opportunity to start meeting again. Chief Kidd has asked the group to evaluate the current contract/program for fiscal value. This year the group started using the STEAR data to overlay registrants on inundations maps that local governments used during an event. She would like to get the group together again to identify other uses of the system for local jurisdictions, encourage statewide use of the system, current contract review and next steps.

Questions?

Who currently has the contract?

The University of Texas CSR research group, they assist with inundation and damage assessment mapping after an event.

Texas Disability Task Force on Emergency Management (TDTF):

Chair Russell Cook, emergency preparedness coordinator for the Department of Aging and Disability Services (DADS) provided brief comment on the changes to the TEMAC organization chart.

He noted Dede Powell, TDEM, is the TDTF facilitator and the vice chair is Danielle Hesse. The task force was formed in 2011 as a joint effort between DADS, TDEM and the governor. Its primary mission is to develop

guidance and information about preparedness that is inclusive of people with disabilities. The task force is comprised of a wide range of stakeholders at the local, state and federal level. Cook noted Billy Delgado, city of Corpus Christi, had been recognized for his efforts.

The task force supports the changes being presented. He emphasized this has been the process for TDTF. He noted there had been changes to their structure to ensure effectiveness. He also recruited for perspective members.

No questions regarding this report.

WebEOC Administrative Group:

Jeff Newbold is the facilitator for this new group. Newbold noted there were blue and green teams—local and state level groups— that have morphed into a single group. There has been considerable stakeholder fall off. The hope is to continue to use WebEOC administrators statewide as the group to assist with assembling a group of stakeholders to discuss operations. He cited ETN as a prime example of how necessary it is to have stakeholders participate to ensure an efficient and effective process as well as a quality product.

No questions regarding this report.

Texas Emergency Management Advisory Committee (TEMAC):

Chair Royall provided a brief history of TEMAC and asked attending members to introduce themselves. See attendance chart for members' names.

At the conclusion of the introductions, Chair Royall asked the other remaining attendees to introduce themselves. They were Rick Retz, Randy Renoir, Shaqueena Nobles, Kenneth Bell, Seth Christensen, Eric Carter and Danielle Hesse.

CHAIR AND VICE CHAIR REPORTS

Vice Chair Report (Somers):

1. Developing education and messaging to assist with understanding mutual aid
At a past TEMAC meeting, it was discussed that our work on mutual aid was not finished. Getting the changes in the law was not enough. There also needed to be education developed and support provided as to how people should go about rescinding documents that impact mutual aid. Discussed was the development of a template and a short video clip to assist local jurisdictions. However, due to events of the past year, this was put on hold. Somers asked for assistance in developing these items.
2. Developing and maintaining disaster financial preparedness
Somers lauded the effectiveness of the T-600: Disaster finance training. She outlined the outcomes in community from having the policies and procedures in place during a recent disaster: increased disaster relief by 20-25 % (the majority of that was the response costs that were never calculated properly) and the effectiveness of the process during the event.
 - Several attendees provided real world experiences about the proactive and beneficial nature of the financial preparedness training and policy development, specifically as to what to do during a disaster. The result is a plan designed for the group.

Somers noted she provided the background information to have all present keep this in mind with the prospect of the proposed FEMA deductible. She emphasized that doing this work now is even more important than ever.

3. Health and Safety Code Chapter 81.046 Confidentiality.

Somers asked for input regarding what information should be shared about people identified at risk for having an infectious disease since guidance is not available from DSHS. The following options were discussed:

- Have the name and address entered into computer-aided dispatch system (Currently only the address is flagged with directions as to who to contact)
- Provide local hospitals a list of names (Hospitals are using standard precautions daily. Having the list could affect best practices and result in less diligence in those practices due to a false sense of security provided by the list)
- More definitive guidance should be provided by DSHS

Chair Report (Royall):

1. Report on West explosion released

Report was released on West, TX—interesting findings and recommendations. Some of it deals with local emergency planning committees (LEPCs), training issues and public awareness issues, which brought a great deal of pressure on active LEPCs around the state resulting in LEPCs being targeted by the media. Because of this scrutiny, some of the LEPCs have chosen not to be active anymore.

Royall cautioned all to be aware of the laws regarding what information does and does not have to be released and to ensure proper distribution and use of the reports. He also noted that in addition to the decline of some LEPCs, there has also been rejuvenation of LEPCs in the state.

2. Unmanned aerial vehicles (UAVs) and their use in emergency management

There is a task force made up of emergency managers and fire chiefs that has been soliciting input about uses for UAVs in response. Royall believes UAV use for emergency response should be limited and that policy be developed for use of UAVs for local government.

A Survey Monkey link was previously available to provide input; however, it is currently inactive. If it can be reactivated, the link will be distributed to members to provide their input.

3. Chemical suicide and personal protection

First responders need to be aware there is a new way to commit suicide circulating on the Internet that poses a grave danger to responders. Called H₂S, it's the combination of formic and sulphuric acid that creates a deadly gas. Royall noted that a first responder ignored the posted signs warning of the toxic gas and went into the home without protection. He wants all to be aware of this threat and emphasized the use of personal protection equipment to keep responders safe. He also noted this gas may also pose a threat to other responders and care providers, such as EMS, hospital staff and the medical examiner staff.

4. Training opportunity

The Railroad Commission of Texas (RRC) is providing workshops on liquefied and compresses natural gas May 20 in the Dallas-Ft. Worth area and July 20 in Austin. Information is available on the [RRC website](#).

NEXT MEETINGS

To be determined