



**Franklin County Emergency Management and Homeland Security  
Executive Committee Meeting  
January 17, 2018**

I. Call to Order

Mr. William Vedra, Chair, called the meeting of the Franklin County Emergency Management and Homeland Security Executive Committee to order at 9:34 a.m. The meeting was held at Franklin County Emergency Management and Homeland Security, 5300 Strawberry Farms Boulevard, Columbus, OH 43230.

II. Roll Call

Officers Present:

William Vedra, Jr., Chair, representing Mayor Ike Stage, City of Grove City  
David Collinsworth, City Manager, City of Westerville

Members Present:

Cathy Collins, representing Ned Pettus Jr., Columbus Division of Public Safety  
Christian Selch, City of Columbus IT Planning & Governance  
Michael Fielding, representing Dr. Mysheika Roberts, City of Columbus  
Chief Heinz von Eckartsberg, representing Dana McDaniel, City Manager, City of Dublin  
Erik Janas, representing Franklin County Commissioner John O'Grady  
Jim Gilbert, representing Franklin County Sheriff, Dallas Baldwin  
Steve Kennedy, Prairie Township  
Lynn Nofziger, representing Ted Staton, City Manager, City of Upper Arlington  
Chief Preston Moore, representing Mayor Kim Maggard, City of Whitehall

**A quorum was present.**

Staff and Others Present:

David Hupp, Department IT Coordinator, Columbus Department of Public Utilities  
Jeffrey Young, FCEM&HS  
Jan Bartel, FCEM&HS  
Becky Brady, FCEM&HS  
Kelly McGuire, FCEM&HS  
Brian Shang, FCEM&HS  
Steve Smith, FCEM&HS  
Pam Tickle, FCEM&HS  
Nick Soulas, Franklin County Prosecutor's Office

III. Pledge of Allegiance

Chair William Vedra led the Pledge of Allegiance.


IV. Secretary’s Report

A. Chair Vedra asked for a motion to approve the July 19, 2017 and the September 6, 2017, meeting minutes. Mr. David Collinsworth motioned to approve; seconded by Chief Deputy Jim Gilbert. The vote was taken and the motion passed unanimously.

V. Financial Reports

A. Director Young reviewed the financial reports for the Fourth Quarter 2017 and Year to Date Ending December 2017. Particular items to note:

- Expenditures are down due to staff vacancy
- Goals met in 2017: moved single line phone system to Mitel; traded in a Ford Expedition for a new vehicle; two (2) consecutive years FCEM&HS did not use reserve fund, even though budgeted to do so.
- Warning Fund has a healthy balance and is used to maintain sirens and support staff.



### FUND 9029 CONDENSED BUDGET REPORT FOR YEAR ENDING 12/31/2017 (ROUNDED TO WHOLE DOLLARS)

EMERGENCY OPERATIONS	REVISED BUDGET	ACTUALS	UNUSED BUDGET	PCT USED
REVENUE	\$ (1,542,838)	\$ (1,638,665)	\$ 95,827	106.21%
<b>EXPENDITURES</b>				
SALARIES & WAGES	\$ 708,207	\$ 617,619	\$ 90,588	87.21%
BENEFITS & FRINGES	277,079	270,174	6,905	97.51%
SERVICES	731,567	630,569	100,998	86.19%
MATERIALS & SUPPLIES	44,484	27,634	16,850	62.12%
CAPITAL EXPENDITURES	<u>28,755</u>	<u>28,755</u>	-	100.00%
TOTAL EXPENDITURES	<u>\$ 1,790,092</u>	<u>\$ 1,574,751</u>	<u>\$ 215,341</u>	87.97%
EXPENDITURES LESS REVENUE	<u>\$ 247,254</u>	<u>\$ (63,914)</u>	<u>\$ 311,168</u>	



## FUND 9029 CONDENSED BUDGET REPORT FOR YEAR ENDING 12/31/2017 (ROUNDED TO WHOLE DOLLARS)

	REVISED BUDGET	ACTUALS	UNUSED BUDGET	PCT USED
FINANCIAL SERVICES				
REVENUE	\$ (736,151)	\$ (328,594)	\$ (407,557)	44.64%
EXPENDITURES				
SERVICES	\$ 355,000	\$ 4,013	\$ 350,987	1.13%
GRANTS TO OTHERS	399,901	319,193	80,708	79.82%
TOTAL EXPENDITURES	<u>754,901</u>	<u>323,206</u>	<u>431,695</u>	42.81%
EXPENDITURES LESS REVENUE	\$ 18,750	\$ (5,388)	\$ 24,138	
FUND 9029 TOTAL REVENUE	\$ (2,278,989)	\$ (1,967,259)	\$ (311,730)	86.32%
FUND 9029 TOTAL EXPENDITURES	<u>2,544,993</u>	<u>1,897,956</u>	<u>647,037</u>	74.58%
FUND 9029 EXPEND. LESS REVENUE	<u>\$ 266,004</u>	<u>\$ (69,303)</u>	<u>\$ 335,307</u>	
FUND 9029 BALANCE 12/31/2017		<u>\$ 1,400,500</u>		



## FUND 9031 CONDENSED BUDGET REPORT FOR YEAR ENDING 12/31/2017 (ROUNDED TO WHOLE DOLLARS)

	REVISED BUDGET	ACTUALS	UNUSED BUDGET	PCT USED
WARNING				
REVENUE	\$ (437,400)	\$ (246,007)	\$ (191,393)	56.24%
EXPENDITURES				
SALARIES & WAGES	\$ 71,370	\$ 66,545	\$ 4,825	93.24%
BENEFITS & FRINGES	28,774	27,824	950	96.70%
SERVICES	150,676	54,481	96,195	36.16%
MATERIALS & SUPPLIES	35,310	16,083	19,227	45.55%
PURCHASES ON BEHALF	202,200	17,217	184,983	8.51%
TOTAL EXPENDITURES	<u>\$ 488,330</u>	<u>\$ 182,150</u>	<u>\$ 306,180</u>	37.30%
EXPENDITURES LESS REVENUE	\$ 50,930	\$ (63,857)	\$ 114,787	
FUND 9031 BALANCE 12/31/2017		<u>\$ 755,347</u>		

- B. Chair Vedra asked for a motion to approve the Year to Date Quarterly Financial Report. Chief von Eckartsberg motioned to approve; seconded by Ms. Cathy Collins. The vote was taken and the motion passed unanimously.

## VI. Agency Update

### A. Grants

1. Supplemental Emergency Management Performance Grant (EMPG)
  - Federal funds to assist state and local emergency management agencies to support the National Preparedness System.
  - Initial award to Franklin County \$350,000 (built into annual budget).
  - Supplemental (new) award increases EMPG to \$411,766.
  - Based upon personnel costs and 50% local match.
  
2. 2016 State Homeland Security Program (SHSP) De-obligated Funding Opportunity
  - Ohio EMA targeted specific shelf ready projects for funding
    - Communications
    - Hazmat PPE
    - Nano X-ray
  - Application submitted by FCEM&HS for one additional Nano X-Ray for CFD Bomb Squad (Notice from State expected February 12<sup>th</sup>).
  - Must be closed out by May 31, 2018.
  
3. 2016 SHSP Program Update
  - Regional EMA Radio purchase (60% complete pending programming).
  - Regional EMA Satellite communications (70% complete).
  - Regional SWAT Exercise (CPD request – 30% complete).
  - Contract awarded to national firm.
  - Full Scale Exercise (FSE) Fall 2018.
  - Regional Mass Fatality Plan.
    - In progress with outside vendor (15% complete).
  
4. 2017 SHSP Grant Program
  - Notice of Funding Opportunity received October 27, 2017.
  - Homeland Security Region 4 Award \$711,584.67.
  - Must be reviewed and prioritized by all fourteen Region 4 EMA Directors and one UASI representative.
  - Twelve projects approved and prioritized by regional directors. Franklin County's five (5) projects are:
    - ❖ Bomb Squad PPE – Current Bomb Squad/JTTF PPE has exceeded the manufacturers certification date by several years. Project is to replace existing expired equipment. Age of PPE ranges from 1999-2007.
    - ❖ Satellite/Communications replacement – Replace and install satellite communications equipment on CFD "Command 1" mobile command post.
    - ❖ Hazmat Team Meter Replacement – Project to replace existing 4-gas and single gas meters with updated, current technology. Present Multi-RAE meters date back to 2004 and sensors are being discontinued.
    - ❖ Large Event Warning Pilot – project to replace/test new style outdoor speakers at two locations that hold exceptionally large events (OSU/Downtown Columbus).

- ❖ National Homeland Security Conference – National Homeland Security Conference/ National Learning Conference for 6-8 attendees to learn about current trends in terrorism planning, response and recovery.

B. Warning System Changes – Quadrant Alerting

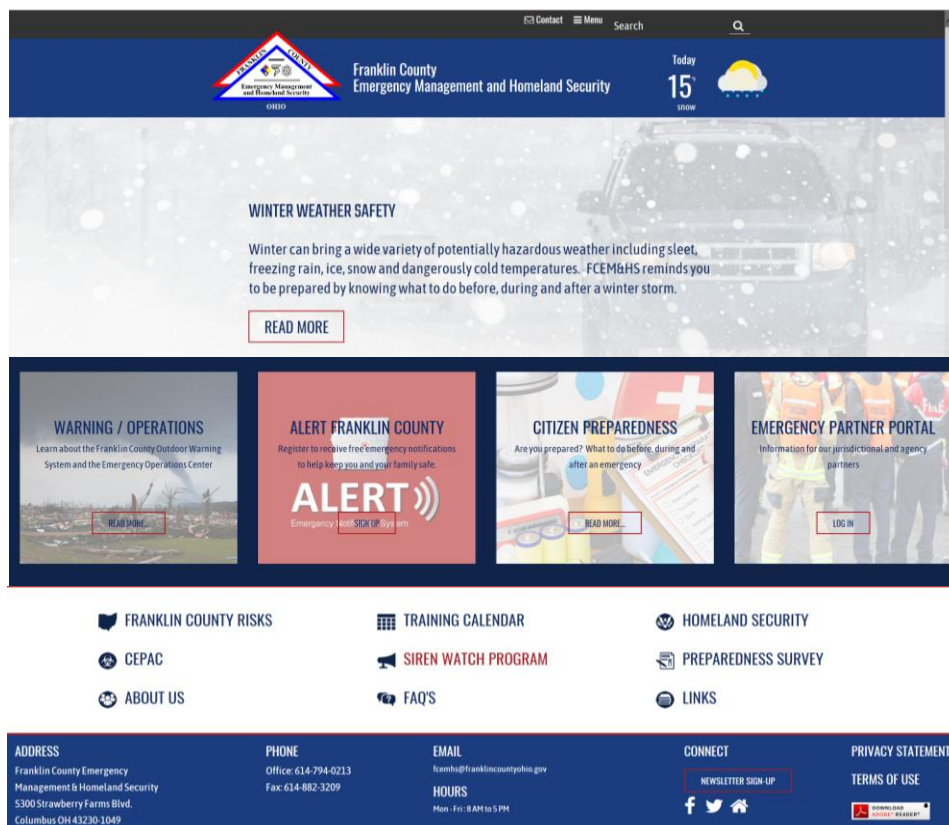
1. Siren programming completed, procedures in place, public implementation and messaging will be launched during Ohio Severe Weather Awareness Week (March 18-24, 2018).

C. Alert Franklin County/Buckeye Alerts

1. Contract modifications completed.
2. Software engineering on-going.

D. Public Information

1. Website Rebuild – [FCEMHS.ORG](http://FCEMHS.ORG) - Director Young presented a look at the updated FCEM&HS website. A portal was created for FCEM&HS, Public Safety agencies including Fire/EMS, Law Enforcement, and Public Health and will serve as a repository or electronic point for cross discipline and cross jurisdictional plans as well as meeting minutes, best practice documents, and other information. The portal will require a user name and password to log in and controlled access by Director Young, who hopes to keep the quantity of users small. A 90-day password change is required by the Franklin County Data Center; Director Young is working to lengthen that time.



E. Quarterly Newsletter

F. Annual Report

1. The FCEM&HS Annual Report is in the process of being professionally designed.

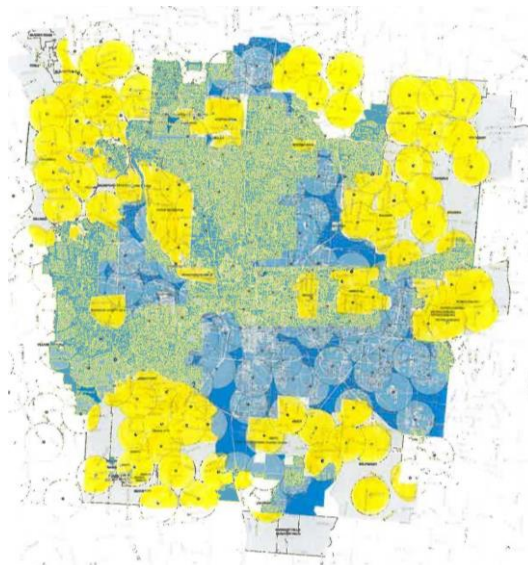
G. Staff Changes

1. Director Young announced Jamie Stout, Planning and Recovery Manager, will be leaving FCEM&HS to work in the private sector. Her last day is January 26, 2018.
2. A full-time planner will be hired by January 31, 2018. The position was advertised on Indeed.com and FCEM&HS received 180 applications. Deputy Director Darrel Koerber and Franklin County Human Resources scaled the applicants down to ten (10), and eventually three (3).

VII. New Business

A. Columbus Public Utility Meter Project

1. Director Young introduced David Hupp, Columbus Department of Public Utilities, who attended the meeting to discuss the Columbus Public Utility Meter Project. Director Young explained the Columbus Department of Public Utilities is working with its Smart City Initiative to switch its current water meters to remote meters. Mr. Hupp approached Franklin County Emergency Management and Homeland Security regarding mounting the meter antennas on the siren poles within Franklin County. Mr. Hupp explained the City of Columbus Department of Public Utilities will release an RFP the first quarter of 2018 and is contemplating installing an automated metering infrastructure. Basically, it is a wireless communication protocol that will communicate with water meters and are in place wherever Columbus reads and bills the meters; this would exclude master meter communities for the City of Columbus. As the first step of this project, vertical assets were reviewed within Franklin County and warning siren poles were found to be a viable option. The siren poles are 40 to 45 feet tall and each pole has power available at each site which meets the requirements for the meters. Mr. Rupp stated they would like to include the *potential* to use the warning siren poles in its RFP. Around November 2018 a vendor will be selected and a propagation study will be completed to determine what vertical assets can be used and how many meters it can cover. The yellow portion of the map below shows where sirens are located in Franklin County; the blue color represents the City of Columbus service territory and the gray areas represent the contract areas. Not all contract areas have meters that Columbus Public Utilities support.



The Executive Committee discussed and had the following concerns:

- Incompatibility with power feeds.
- Who is responsible if damage to the poles or sirens occurs?
- Does the Executive Committee have enough information to make a decision?
- Can we test one siren pole to verify it does not affect siren activity?
- Will the City pay for the cost of power and/or rental of poles?

After lengthy discussion the Executive Committee agreed to grant tentative approval to allow the City of Columbus Department of Public Utilities to include the FCEM&HS warning siren poles in its RFP. Mr. Nick Soulas, Franklin County Prosecutor's Office, said a resolution would be required by the Executive Committee to enter into an agreement with the City of Columbus and the vendor.

Chair Vedra asked for a motion to authorize the Director to convey to the City of Columbus Department of Public Utilities that the Executive Committee shall permit the Department of Public Utilities to include the siren poles in the City's meter program. Further, the Director shall make clear that his is not final approval to use the siren poles; rather this will enable the FCEM&HS Executive Committee to evaluate the City's request, and will make a final determination at a later date. Mr. Collinsworth motioned to approve; seconded by Mr. Fielding. The vote was taken and the motion passed unanimously.

B. Select 2018 Meeting Schedule and Location

1. Executive Committee meetings are typically held quarterly on the third Wednesday of every three (3) months. Dates and locations tentatively scheduled for 2018 meetings are:

April 18, 2018	Dublin, Ohio	Chief von Eckartsberg
July 18, 2018 (budget)	FCEM&HS	
October 17, 2018.	City of Columbus	Cathy Collins

C. Elect Chair and Vice-Chair for 2019

1. Chair Vedra asked for nominations to fill the Chair and Vice-Chair positions of the Executive Committee for 2019. Cathy Collins nominated Chair Vedra and Vice-Chair David Collinsworth to continue as Chair and Vice-Chair through 2019. No other nominations were made and the floor was closed for nominations. Both Mr. Vedra and Mr. Collinsworth accepted the nomination. Ms. Collins made a motion to approve; seconded by Mr. Janas. The vote was taken and the motion passed unanimously.

VIII. Open Forum

1. Mr. Fielding asked about the false Hawaii Ballistic Missile Incident and how FCEM&HS prevents a similar incident from occurring. Director Young responded FCEM&HS routinely reviews national alerting incidents looking for lessons learned and best practices. These incidents include the Tennessee wildfires (Gatlinburg), California Wildfires, OSU active aggressor incident, and Hawaiian Ballistic Missile False Alarm incident. Consistent with these lessons learned and with guidance from the Federal Government, and Alert Franklin County software provider, Everbridge. Franklin County has policies and procedures in place to ensure when a alert is requested, it is accurate and approved by the local jurisdiction or authority.

Messages are crafted with a strong focus on detail and accuracy. The standard operating procedure is to have two (2) staff members on duty and involved in crafting and sending a message. There are also multiple checks within the host software to avoid inadvertent message transmission. As in the case for all potential risks, the recent false alarm incident in Hawaii and the response by the public highlights the need to pro-actively prepare with having an emergency plan that outlines what you and your family would do during an emergency.

2. Mr. Fielding asked Director Young the status of the Coordinated Complex Terrorist Attack Grant. Director Young reported he and Jessica Yuzwa, Franklin County Homeland Security, attended the Complex Coordinated Terrorist Attack (CCTA) kickoff meeting in Chicago October 31 and November 1, 2017. Region 5 received funding specifically to develop and implement effective, sustainable, and regional approaches for enhancing preparedness for complex coordinated terrorist attacks, which include the following components:
  - Identifying capability gaps
  - Developing and/or updating plans
  - Training to implement plans and procedures, and
  - Conducting exercises to validate capabilities

Director Young said a robust full-scale exercise is planned for mid to late 2018. The performance period ends June 2020.

IX. Adjournment

Chair Vedra asked for a motion to adjourn the meeting. Mr. Collinsworth motioned to adjourn; Ms. Cathy Collins seconded. The meeting was adjourned at 11:22 a.m.

- X. Next meeting date: The next meeting is scheduled for April 18, 2018, with the City of Dublin hosting.

Submitted by:  
Rebecca Brady, Recording Secretary

William F. Vedra, Jr., Chair

Jeffrey J. Young, Director

Date

Date