



**Homeland Security Advisory Committee (HSAC) Meeting**  
**Thursday, December 15, 2016**  
**1300 – 1500 hours**  
**Minnesota State Emergency Operations Center (SEOC)**

**HSAC Members Present:** *HSEM Director Joe Kelly, HSEM Grants Rose Belille, MnIT Chris Buse, MNDOT Todd Haglin, DPS Lonna Hunter, HSEM Grant Branch Director Jon Huspek, Disability Community Margot Imdieke-Cross, HSEM Admin Support Sandra Lutz, MDH Cheryl Petersen-Kroeber, BCA Bill O'Donnell, MN Police Chiefs Association Roger Pohlman, HSEM Deputy Director Kevin Reed, MN Ambulance Association Ron Robinson, HSEM Grants Michelle Schaber, DHS Susan Thibedeau-Coilan.*

**Guests Present:** *DPS Assistant Commissioner Bob Hawkins, DHS Michelle Lakso, HSEM Kevin Leuer, HSEM Rick Luth, MNDOT Janet McNally, Public Health Debora Radi, HSEM Andrew Tepfer.*

A motion was made and passed to approve the agenda for today's meeting and the 9/14/2016 Homeland Security Advisory Committee (HSAC) and Minnesota Department of Health (MDH) Joint Meeting Notes.

**1. Opening Remarks – Director Joe Kelly & Assistant Commissioner Bob Hawkins**

- A.** Director of Minnesota Homeland Security and Emergency Management – Joe Kelly
  - i.** Update on the current federal disaster that HSEM is working on, is a unique disaster. We have individual assistance. Federal Assistance for households and individuals, to help them with damages with their home and belongings. Minnesota hasn't had an individual assistance since 2009. There are about 200 FEMA staff members here in Minnesota, working out of a field office. There is also a public infrastructure component to this, in the 10 – 15 million dollars' worth of eligible damages. To date, there are 146 applicants.
- B.** Assistant Commissioner of Department Public Safety (DPS) – Bob Hawkins
  - i.** Thanks you for being part of this committee. For your commitment to serve and take care of the state of Minnesota.

**2. Joint September 14, 2016, MDH/HSAC Minutes for Approval**

- A.** A motion was made and passed to approve the Joint September 14, 2016, MDH/HSAC Meeting Notes.

### 3. Input and comments on 2017 Homeland Security Investment Justifications – Director Joe Kelly HSEM

- A. 25 % of the combined Homeland Security Program dollars and Urban Area Security Initiative dollars
- B. Fusion Center – Bill O'Donnell
  - i. Intelligence and information sharing.
  - ii. Funding is 80% grants.
  - iii. If the state doesn't give funds, they would no longer have funds.
  - iv. Try to get better legislative backing.
  - v. Expand the hours of operations.
- C. Cyber Security – Chris Buse
  - i. Carved out a two year with resources.
  - ii. Big gaps.
  - iii. Need policy holders support aid.
- D. CBRNE – Rick Luth
  - i. SHSP – Training equipment for the bomb squad, to support effort.
  - ii. Bomb squad has most responses with less money.
    - FY16
      - 124 Bomb Squad out jurisdictions responses/consultation (115 responses and 9 consultations)
      - 51 Chemical Assessment Team responses/consultations (14 out of jurisdiction responses, 15 consultations and 22 in jurisdiction responses)
- E. Interoperable Communications – Director Joe Kelly and Ron Robinson
  - i. The Radio Board is a phenomenal system with a lot of capabilities and expenses.
  - ii. Keep the system working well
  - iii. Needs to keep our communities safe.
- F. Mass Care/Mass Casualties – Ron Robinson
  - i. MSB has been the home of ECO.
  - ii. The training program that are brought into communities.
  - iii. Resources brought in to help with Mass Care.
  - iv. Red Wing training this year, was kept to the functional level. It was the first time that the professional's weren't divided. They even helped together to save lives.
  - v. Look at more ways of exercises.
  - vi. Very beneficial for state funds to help fund large trainings.
- G. Community Preparedness –
  - i. Public televisions.
  - ii. Broadband.
  - iii. Talking to citizens via over the airs.
  - iv. Working with IPAWS with NEXT Generation.
- H. Strengthen Planning COP –
  - i. 5 of the 6 regions have joined their planning together, to fill the gaps.
  - ii. Survey counties to find out what they expect from the planner and what they are getting.
- I. LETP – Director Joe Kelly
  - i. 25 % of the combined Homeland Security Program dollars and Urban Area Security Initiative dollars have to go towards Law Enforcement Terrorism Prevention Activities.

- ii. 80% has to pass through local levels.

#### 4. State THIRA/SPR update – Andrew Tepfer HSEM

##### A. Core Capabilities

- ii. List of Core Capabilities by Mission Area.
- iii. Planning, Operational Coordination and Public Information & Warning are throughout all mission areas.
- iv. Prevention/Protection primarily speak to human caused incidents such as acts of terrorism.
- v. New this year is Fire Management and Suppression.
- vi. Prevention/Protection speak more to a human caused/terrorism scenario
- vii. Response Recovery Mitigation cover an all hazards scenarios

##### A. Overview

###### i. THIRA

- Identify a list of the threats and hazards of primary concern.
- Describe the threats and hazards of concern.
- Define success for the capability.
- Estimate the resources required to achieve the capability targets.

###### ii. SPR Overview

- Completed by each state looking at the capability targets and what would success for the state entail.
- Need to include 5 POETE elements within each of the 32 core capabilities
- New online uniformed reporting tool.

##### B. Requirements

###### i. THIRA

- A list of threats and hazards of primary concern to the community.
- Context statements for each treat or hazard included on the list showing how the threats and hazards may affect the community.
- Capability targets for all 32 core capabilities.
- Desired outcomes and estimated impacts that are specific and measurable.
  - Impacts describe how a threat or hazard will affect a core capability.
  - Desired outcomes describe the time frame or level or effort needed to success full7 deliver core capabilities.
- A list of resources required to achieve the capability targets for the response and recovery core capabilities (19 total).
- States and territories should and, if necessary, revise and update the THIRA on an annual basis.

###### ii. SPR Overview

- Each state is responsible for the completion and submission of a single, official SPR.
- Each state may use its own discretion for how to collect jurisdiction-wide input for the SPR.
- It is the responsibility of the state to aggregate whole community input into a final, official submission.

##### C. Scenarios

- i. **Natural** – A virulent, high morbidity strain of influenza is rapidly expanding nationwide after initial overseas monitoring. Minnesota is experiencing a significant increase in influenza cases state wide; healthcare infrastructure is overwhelmed with patients and new cases are being diagnosed daily.
- ii. **Human-Caused** – A Improvise Nuclear Device (IND) is detonated in a large metropolitan area. The contaminated area covers 36 square blocks of densely populated commercial, industrial, and high-rise residential sectors. The vehicle-borne improvised explosive device is estimated at 4,000 pounds.

- iii. **Technological** – A multi-car railcar derailment releases a deadly HAZMAT spill near a large metropolitan area. Prevailing winds push the chemical, presumed to be Chlorine, into a densely populated residential area and busy commercial district. The accident occurs on a weekday afternoon in late spring.

**D. Capability Targets**

- i. **Prevention** – In situations where credible evidence of an imminent terrorist attack exists, develop and execute appropriate courses of action in coordination with appropriate Federal and state agencies, state police, fusion center, (3) local emergency management programs, (6) local law enforcement agencies, (10) district intelligence liaison officers and (99) critical infrastructure and key resources spanning private and public sector entities in order to prevent such attacks within the state or another area of the United States.
- ii. **Protection** – In (1) year(s), develop and implement physical security plans for critical infrastructure, vulnerable populations, and sensitive areas.
- iii. **Mitigation** – Every (5) years, maintain a hazard mitigation plan that addresses all of the mission areas, with specific annexes as required.
- iv. **Response** – Ensure that (109) towns/cities, state agencies, and regional entities have current EOPS, strategic plans, and COOP plans in place.
- v. **Recovery** – Develop a long-term recovery committee within (48) hours. Execute a recovery plan within (60) days of impact. Evaluate, update, and maintain a COOP plan every (3) years for all government infrastructures within the jurisdiction.

**E. Capability Rating**

- i. This is an example of a capability rating from Planning.
- ii. All 32 core capabilities have capability targets.
- iii. These are broken down into the 5 POETE elements.
  - 5- 81-100%
  - 4- 61-80%
  - 3- 41-60%
  - 2- 21-40%
  - 01-20%

**5. Roundtable Reports – Member Agencies**

**A. Margo Imdieke-Cross**

- i. Had a successful year with the State Fair. Handed out 7000 To-Go Bags.
- ii. Continuing trainings.
- iii. Getting the word out the people with disabilities of where they can go during a disaster.

**B. Ron Robinson – Minnesota Ambulance Association**

- i. Continues to work in each region.
- ii. Metro will be at the BCA in 3 weeks to train them
- iii. Support EMS Support Team – Burn Surge

**C. Todd Haglin – MNDOT**

- i. Online with MOP.
- ii. Troops are getting ready for snow.

**D. Cheryl Petersen-Kroeber – MDH**

- i. A drill in January 2017.
- ii. MDH is doing all hazards plan.
- iii. Streamlining the webpage

- iv. Supporting Minneapolis with the Super Bowl.
- E. Roger Pohlman – MN Police Chiefs Association
  - i. If anyone has a program or training that need to go out to the Chief's Association.
  - ii. This year's theme is officer safety
  - iii. Community policy.
- F. Rose Belille – HSEM
  - i. Future meeting dates are listed at the bottom of the agenda.
- G. Michelle Lakso – DHS
  - i. Working on a Repatriation Plan.
  - ii. Need to re-up their plan. (Asked for an extension)
  - iii. May need other agencies help in April 2017.

## **6. Future Meeting Dates**

- A. Tuesday, February 21, 2017 – Joint HSAC MDH/HSEM at MDH; 1:00 – 3:00.
- B. Thursday, June 29, 2017 – HSAC at HSEM EOC; 1:00 – 3:00.
- C. Thursday, September 21, 2017 - Joint HSAC MDH/HSEM at MDH; 1:00 – 3:00.
- D. Monday, December 18, 2017 - HSAC at HSEM EOC; 1:00 – 3:00.

## **7. Next HSAC Meeting**

- A. HSAC – June 29, 2017, 1:00 – 3:00 at Minnesota Homeland Security and Emergency Management, 445 Minnesota Street, Suite 223, St. Paul, MN 55101, in the State Emergency Operations Center.

The meeting adjourned at 3:45 p.m.

Respectfully submitted,  
Sandra Lutz

FINAL