

**EMERGENCY MANAGEMENT EXECUTIVE COUNCIL**

**December 12, 2016 – 2:30 PM**

**Ada County Courthouse**

**200 W. Front Street**

**3<sup>rd</sup> Floor, Commissioner's Meeting Room**

**\*\*AGENDA\*\***

**I. AGENDA ADDITIONS / CHANGES (2:30)**

**II. OPEN DISCUSSION / ANNOUNCEMENTS (2:35)**

**III. ACTION ITEMS (2:40)**

**\* A. Approve September 12, 2016 Minutes**

*September 12, 2016 Executive Council Minutes attached.*

**Jim Tibbs, Chair**

**IV. Information / Discussion Items (2:45)**

**A. Plans & Mitigation Update**

**Paul Marusich**

*Paul will provide a synopsis of ongoing and recently completed planning efforts. Included in this will be a summation of Ada County Enhanced Wildfire Risk Map project and the Ada County Multi-Hazard Mitigation Plan Update. This presentation will contain a brief review of the Mitigation Plan adoption process that is currently underway.*

**B. Training & Exercise Summary**

**Joe Lombardo**

*Joe Lombardo, Training and Exercise Specialist with Ada County Emergency Management, will provide an overview of training and exercise accomplishments from the past year and their impact on building critical preparedness capabilities.*

**C. Technical Advisory Group (TAG)**

**Chief Eugene Smith  
Chief Mark Niemeyer**

*Representatives from the TAG will discuss strategies and priorities for addressing gaps in preparing for and responding to complex coordinated attacks. Area first responder and first receiver organizations attended the Complex Coordinated Attacks training and exercise conducted by FEMA in July 2016 and are in the process of developing multi-agency, multi-jurisdictional concepts of operation.*

**V. EMERGENCY MANAGEMENT DIRECTOR'S REPORT (3:20)**

**A. Grants & Admin Update**

*Doug will give the council a brief update on grants and related administrative items.*

**\* B. Emergency Preparedness Pointer**

*December Emergency Preparedness Pointer attached.*

**\* C. Monthly Activity Report/Projects Update**

*October activity report attached.*

**VI. ADJOURNMENT (3:30)**

\* Attachment

**ACCEM EXECUTIVE COUNCIL MEETING  
ADA COUNTY COURTHOUSE  
200 WEST FRONT STREET  
3<sup>RD</sup> FLOOR, COMMISSIONERS MEETING ROOM**

**SEPTEMBER 12, 2016**

**\*\*SUMMARY MINUTES\*\***

**MEMBERS ATTENDING:** Jim Tibbs, Commissioner, Ada County, **Chair**  
Dave Case, Commissioner, Ada County  
Joe Stear, Mayor, City of Kuna  
Kent Goldthorpe, Commissioner, Ada County Highway  
District  
John Evans, Mayor, City of Garden City  
Tammy de Weerd, Mayor, City of Meridian  
Maryanne Jordan, Councilperson, City of Boise

**MEMBERS ABSENT:** Dave Bieter, Mayor, City of Boise  
Stan Ridgeway, Mayor, City of Eagle

**OTHERS ATTENDING:** Doug Hardman, Ada County Emergency Management  
Larry Maneely, BOCC Administration  
Paul Marusich, Ada County Emergency Management  
Joe Lombardo, Ada County Emergency Management

**CALL TO ORDER**

Chair Tibbs called the meeting to order at 2:30 PM

**I. AGENDA ADDITIONS/CHANGES**

None

**II. OPEN DISCUSSION/ANNOUNCEMENTS**

None

**III. ACTION ITEMS**

**A. Approve June 13, 2016 Minutes**

Mayor Stear moved to approve the June 13, 2016 Minutes of the Emergency Management Executive Council meeting. Mayor de Weerd seconded. Motion passed unanimously.

**IV. INFORMATION / DISCUSSION ITEMS**

**A. Preparing Communities for a Complex Coordinated Attack (CCA)**

Joe Lombardo provided an overview of the CCA training and exercise opportunity that Ada County was awarded by the Federal Emergency Management Agency/Department of Homeland Security; including a list of regional preparedness priorities.

**B. Ada County All Hazard Mitigation Plan Update**

Paul “Crash” Marusich give an update on the current progress of the 2016 All Hazard Mitigation Plan and the requirement for each planning partner/jurisdiction to promulgate the plan after it receives FEMA conditional approval.

**IV. ADJOURNMENT 3:15**

Mayor Stear moved to adjourn. Commissioner Case seconded. Motion passed unanimously.

# EMERGENCY PREPAREDNESS POINTER

## Keep Your Information Secure This Holiday Season

Many people will turn to online shopping this holiday season. Online shopping is appealing because it alleviates issues of traffic and large crowds in stores. If you choose to shop online for gifts this year, be sure you keep your information secure. The Internet enables criminals to use multiple ways to steal your personal information. Be aware of the different online scams. There are several steps you can take to prevent your information from being compromised this shopping season. Below are the U.S. Computer Emergency Readiness Team's guidelines for online holiday shoppers.



### Be Aware of Emails Requesting Additional Information

Emails requesting that you confirm purchase information are used frequently by attackers. Lawful businesses will not ask for this kind of information. Do not provide any personal or sensitive information via email. Do not click on links from unsolicited emails.

### Do Business With Reputable Vendors

Always be sure to verify the authenticity of websites before shopping. Attackers may trick you by staging websites that appear legitimate. The U.S. Computer Emergency Readiness Team provides a link for you to learn more about checking website authenticity: [Understanding Web Site Certificates](#)

### Make Sure You Shop on Encrypted Websites

Majority of sites use secure sockets layer (SSL) to encrypt information. There is a very simple way to know if a website has an SSL. The URL should begin with "https:" instead of "http:" and a padlock icon. If the padlock is closed, the information is encrypted. Attackers will often times try to add a fake padlock icon. Look to make sure the padlock icon is in the correct spot for your browser.

### Always Use a Credit Card When Making Online Purchases

There are laws in place that protect credit card holders from fraudulent activity. However, many people do not have the same kind of protection for debit cards. It is also important to use a credit card when using a 3rd party for payment such as PayPal, Google Wallet, or Apple Pay.

For more information about online shopping and safety, view U.S. Dept. of Homeland Security's [Stop. Think. Connect. Toolkit.](#)



## **ADA COUNTY EMERGENCY MANAGEMENT OCTOBER 2016 - STAFF ACTIVITY REPORT**

### **EMERGENCY MANAGEMENT PERFORMANCE GRANT '16 PROGRAM SUPPORT**

- Director met with Earl Scharff, Public Safety Supervisor at ISU Meridian Health Campus.
- Director met with IOEM SW Area Field Officer, Dale Nalder, and new Preparedness & Protection Branch Chief, Ben Roeber.
- Staff attended first responders meeting at Barber Dam and participated in a tour of the facility.
- Staff facilitated a discussion with Canyon County Emergency Management individuals to identify technology gaps, develop best practices to utilize regional resources in case of a EOC activation in either county.
- Staff continued providing information and support to county offices/departments regarding potential grant funding for projects.
- Staff met with new Boise School District Safety & Security Manager, Steven Rosendin, and provided an overview of our services to him.
- Director participated in IOEM Training & Exercise Planning Workshop held at Gowen Field.
- Staff toured new Ada County Dispatch Center located in Meridian.
- Staff meet with outside auditors, Eide Bailly, to review processes for 2014/2015 HSGP grants.
- Continued update of emergency contact lists.
- Held coordination meeting with representatives from the Ada County Prosecutor's Office and Procurement for EOC Video Wall Upgrade (Phase II).

### **PLANNING**

- Continued the plan update process for the Ada County Flood Response Plan.
- Attended training for pipeline safety program.
- Attended Fire Adapted Communities Coalition Meeting.
- Coordinated with Ada County Dispatch for Barber Dam notification drill.
- Attended Consultation Coordination Officer Meeting for Lower Boise Watershed Risk Map project. Reviewed project documents and proposed products.
- Attended IAEM Conference, represented state of Idaho at the Region X Caucus.

### **COMMUNITY OUTREACH**

- Researched, prepared and distributed monthly electronic Preparedness Pointer newsletter.
- Responded to numerous telephone calls from the public requesting emergency preparedness information and presentations.
- Met with Boise School District staff to discuss future educational opportunities on school preparedness and planning.
- Distributed preparedness information to 300 people at Meridian Public Safety Day.
- Presented emergency preparedness information to 30 people.

### **TRAINING/EXERCISE PROGRAM**

- Distributed notices of state and federal training opportunities to area agencies, including local government, non-governmental agencies, and private sector.

- Conducted Alert and Notification Seminar Exercise
- Conducted Basic Public Information Officer (PIO) Training
- Participated in follow-on strategy sessions to address after action items from Complex Coordinated Attacks (CCA) Training and Exercise
- Researched and responded to multiple training requests from stakeholders, coordinated requests with BHS, training providers, and departmental/organizational training offices across the County.
- Conducted planning activities for Red Cross/Boise State University Mass Care exercise scheduled for December 2016
- Gave presentation in Idaho Falls to South Central Public Health District and regional PIOs focused on use of social media in exercises
- Revised Ada County Training and Exercise Plan (TEP)

#### OPERATIONS/RESPONSE

- Continued preventive maintenance of the EOC A/V system.

#### MITIGATION

- Coordinated with IDL on Mitigation Plan compliance as a CWPP.
- Coordinated with local fire agencies on modifications to the Wildfire Chapter in the current Mitigation Plan update.

#### CONTINUITY OF OPERATIONS PLANNING

- Prepared AAR/IP for Parks and Waterways.
- Contacted county COOP Coordinators to begin annual update to individual plans.
- Began review of submitted plans.
- Updated ACEM COOP plan and received approval of update from Director.

#### TECH SUPPORT

- Participated in monthly SECURE radio net.
- Attended and facilitated Ada County ACS meeting.
- Conducted a training class for Canyon County Emergency Management on the use of technology in the EOC.
- Reviewed equipment installed in the EOC for asset tagging.
- Toured Barber dam
- Met with Procurement to review timeline and contract for the EOC phase two upgrade.
- Tested communications equipment in EOC.
- Worked with Compunet on resolving a few issues with the AV equipment in the EOC.
- Worked with IT to install equipment for public access to video equipment in EOC.
- Updated folder structure for documentation related to the EOC upgrades.