

Minutes of the Meeting  
Emergency Management Advisory Council  
City Hall Room 190  
1 City Plaza  
10 May 07  
1400 hours

Attendance:

Council Members:

Chief Jack McArthur, Yuma Fire Department  
Chief William Robinson, Yuma Police Department  
Sheriff Ogden, Yuma County Sheriff's Office

Others present:

Lou Miranda, Yuma County Office of Emergency Management  
Kim Eavenson, Yuma County Office of Emergency Management  
Gretchen Thomas, Yuma County Sheriff's Office  
Major Wilmot, Yuma County Sheriff's Office  
Lt. Darren Simmons, Yuma County Sheriff's Office  
Dustin Fields, Yuma Fire Department  
Eliseo Rivera, YPG  
Lt. Larry Parks, AZ DPS District 1  
Robert Vigil, Yuma County Medical Examiners Office  
Taura Livingston, American Red Cross - Yuma

Sheriff Ogden opened the meeting at 1400 hours at the City of Yuma Room 190.

**1. Emergency Management in Yuma County.**

**Item 1a. Appointment of new Chairman.**

Upon motion by Chief Robinson with second by Chief McArthur, Chief Jack McArthur was unanimously named the Chairman of the Emergency Management Advisory Council.

Chief McArthur advised the council that he and Lou Miranda will work on rewriting the EMAC bylaws and defining the term limits for the chairman.

**Item 1b, Notice and Item 1c, Minutes.**

The public notice was posted in accordance with state statutes.

The minutes of the March 20, 2007 EMAC meeting were reviewed and approved with no objections.

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**Item 1d, Office of Emergency Management.**

Lou Miranda updated the council on projects conducted by the Emergency Management Office. He used the SITREPS from 3/07 and 4/07. Some of the highlighted items were:

- IGA's: A conversation with Imperial County Emergency Planners was conducted regarding the current (draft) IGA. The Governor's office has returned the Imperial County IGA without her signature as Imperial County does not want to include language in the IGA for reimbursement of funds. A meeting will be held in the future with Imperial County officials to resolve this issue.
- Yuma County Emergency Management hosted the Border 2012 meeting at County Public Works on May 7, 2007. The meeting included Emergency Managers from Santa-Cruz, Pima and Pinal Counties as well as representatives from Mexicali and Sonora expressed an interest in participating in future trainings with Yuma County. The next meeting is to be announced sometime in August and we will send out a notification to stakeholders.
- Lou attended a community wild land fire protection plan meeting on April 3, 2007 at Yuma County DDS. This meeting discussed plan development and implementation measures for wild land fire protection in Yuma County.
- EOC enhancement grant update: County ITS has ordered 22 laptops for the Emergency Operations Center and other ancillary equipment.
- Grants: Emergency Management submitted an agenda item request for the May 21, 2007 BOS meeting to obtain approval for the Finance Department to create an "other grants" account for EM. We have also requested budget and spending authority for awarded grants.
- Lou Miranda attended a meeting at the request of stakeholders from the Yuma Foothills area regarding the possible formation of a fire district. At this time, a group of citizens are gathering information to determine if residents of the Foothills area are interested in the formation of a district. Additional meetings will be held in the future.

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**Item 1e, Grants.**

Council members reviewed the grant funding report prepared by Kim Eavenson on May 9, 2007.

Kim Eavenson updated the council on the Emergency Management Performance Grant and advised the council that Yuma County/City received an increase of about \$7000.00 for the FFY'07 grant period.

The Yuma County Office of Emergency Management received an award letter for \$8860.00 for the Yuma County Citizens Corps Council. Emergency Management will be managing the award this year.

The council was also advised that the Hazard Mitigation grant is now open to undeclared FEMA counties. The application period is open until August 10, 2007.

**Item 1f, Exercises**

On May 8, 2007 the Southern Regional Exercise for SNS/PODS occurred in Yuma at the MLK Center located at 300 S.13<sup>th</sup> Avenue from 0900-1400 hours. Approximately 100 people attended from various parts of the state of Arizona and from Sonora, Mexico. Approximately 20 participants from Yuma were in attendance. Yuma County seems to be fairing well in terms of planning, however we need to clearly identify a receiving site for vaccinations. Chief McArthur suggested that perhaps the Health Department should consider warehouse sites instead of schools for site vaccinations.

Tony Rivera from YPG attended the tabletop exercise along with Army medical unit personnel. They found the exercise valuable, and will consider utilizing several learning points for their facility improvements.

**Item 1g, Training**

After reviewing upcoming training schedules for Yuma County Emergency Management there was discussion regarding NIMS requirements and compliance. Chief Robinson asked about current Homeland Security guidelines, and which entities throughout Yuma County are compliant. He suggested that OEM identify a training plan to become NIMS compliant and asked about deadlines for community NIMS compliance.

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Dustin Fields said that we normally apply for our Grant funding in February so he believed we would be required to be NIMS compliant by February '08. Dustin also said he and Lou could work together to ensure that Yuma County is compliant with the NIMS requirements.

Chief McArthur would like Emergency Management to send out a letter to all agencies within Yuma County describing the NIMS compliance requirements. He also thought a regularly taught IS-700 class (Introduction to the National Incident Management System) would be beneficial to Yuma County to stay NIMS compliant. Chief McArthur stated we are currently doing well and don't want to fall behind in our compliance.

Lou Miranda pointed out that the Yuma School District has started training in both IS-100 (Introduction to Incident Command) and IS-200 (Single Resource and initial action incident). He instructed these courses for the school district, and helped certify over 16 school personnel and administrators.

Chief Robinson asked that an agenda item for the next EMAC meeting address what the NIMS requirements currently are and where we are in terms of compliance County-wide.

## **2. Arizona's Regionalization Plan**

Greg Wilkinson was unable to attend the EMAC today because it was the first meeting of the new Regional Advisory Council (RAC).

There are 7 million dollars in requests and the RAC anticipates having \$2 million to allocate. They should know how much money our region will receive on or about June 30, 2007. Agencies should not expect to know what they are receiving until the end of July at the earliest

Sheriff Ogden reported that he is scheduled to meet with Leesa Morrison, Director of the Arizona Department of Homeland Security office to discuss regional advisory council's and the makeup of personnel to balance the RAC's. Currently there are five members from Pima County in the RAC, and one selected RAC member rarely attends the meetings.

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### **3. Interoperability**

Greg Wilkinson was not able to attend today's meeting but he did send an update for the council on the interoperability communications project. Some highlights of that update include: Telegraph Pass – Concrete pad should be completed on May 4<sup>th</sup>. Generator and building have been delivered. Estimated time to completion is 6 weeks.

- a. San Luis – IGA for use of tower was approved by San Luis City Council and signed on March 14<sup>th</sup>. The tower and building are complete. All equipment to complete the installation has been ordered. Estimate installation to begin May 7<sup>th</sup> or 14<sup>th</sup>.
- b. Training – Formal dispatcher training started on May 1 and will run through May 8<sup>th</sup>. Formal train-the-trainer starts on May 9<sup>th</sup> and runs through May 16<sup>th</sup>.
- c. System Cutover - We are expecting a T-1 line from Motorola in Schaumburg to be put in next week. Once this is in we can start cutting over even though we don't have Telegraph Pass up yet. We are going to start cutting over YFD as soon as we can after the line is installed. YCSO has indicated they want to cut over on July 1<sup>st</sup>. YPD will start installs on May 15<sup>th</sup> with a tentative go live date around May 30<sup>th</sup>. The way things are sorting out Somerton/Cocopah Fire will probably be next in line. We have a lot of work coming on at the same time and we have several Technician classes starting in May that can't be moved so we will work with agencies as quickly as possible.
- d. Funding – We recently applied and received a supplemental grant for 237K that we applied for to help San Luis FD & PD and Somerton PD for radios. The grant also included radios for Wellton. The supplemental was short in funding needed to purchase the quantity of radios we had asked for in the grant. We were able to get Motorola to cut the price by \$300 per radio so there may be the need to cut 1 radio from the original numbers.

YCSO looks to be in good shape now for mobiles with the grant funding they were able to get. It looks like after this next round of Homeland Security grant funds, everyone will have the radios they require. The \$237K and YCSO grant funding was obtained after work books were submitted. The YRCS needs to determine additional stakeholder needs so we can drop or cut back on those requests to free up the money to go to other projects that were requested.

Besides the Homeland Security funding we have two other grant requests out that we are waiting to determine the status.

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- e. PSCC action – The PSCC recently decided that the State wide radios system will be P25 800/700 trunked. Obviously this puts us right in line the state and even a couple years ahead. We are involved in the state plan and it looks like it will leverage off of the Phoenix Metro P25 system, our system, and the planned Pima County.
- f. The grant money from the Dept of Commerce is slated to have 5% released in Sept 2007 and the remainder in March 2008. Funds will be administered via the state. We are working with the state in putting together planning and grant requirement documents. If Arizona gets just an equal cut it will be about \$17 Mil. We are anticipating the state will want to use some of this money to expand existing systems and put in microwave to start connecting these systems and accelerate the build out of the state system.

The State has already funded the Phoenix-Tucson corridor for microwave so we think a significant amount of these funds will be used to tie in the other parts of the state. The language on the grant is that the money is tied to interoperability at 700 MHz which we and the state are right in line with regarding frequencies.

#### **4. Emergency Planning Committee, CERT and CCC**

Item 4a: LEPC – The minutes of the meeting held on April 10, 2007 are attached and the next meeting is Wednesday June 13, 2007 in room 190 at City Hall from 10:00 am to 12:00 noon.

4b: CCC and CERT – The last Citizens Corps meeting was Monday May 7, 2007. They have appointed a vice-chair and treasurer, but according to Donna Rico they did not have any meeting minutes available for the EMAC meeting. It was noted that the Citizens Corps Council is made up of private county residents and Emergency Management in the past has only provided oversight of the program.

4c: Yuma Area Ammonia Safety Days – No business to report at this time.

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## **5. Open Discussion**

Next meeting date is June 14<sup>th</sup> at 1400 hours.

## **6. Call to the Public**

There was discussion about appointing a new member to the EMAC council possibly from South County. Gretchen Thomas stated that we actually had two vacancies open and one was a member at large. She suggested we include someone from East County on the council as well.

There was discussion on who should be invited to sit on the council. Should we talk to the fire and police agencies or send them a letter from EMAC requesting an appointment of a member at large? Dustin Fields suggested we invite someone from the Wellton-Mohawk Irrigation District to represent the East County on the EMAC board. They may be instrumental when it comes to logistics support during an emergency operation. Dustin asked for a motion to approach someone from the Wellton-Mohawk Irrigation District about this issue. No Motion was made.

Sheriff Ogden said he felt the Member-at-Large should be someone outside of Law Enforcement or Fire agencies.

It was requested by Chief Robinson that this be an agenda item for the next EMAC meeting.

## **Conclusions:**

Motion to adjourn made by Chief Robinson seconded by Lou Miranda. The meeting was adjourned at 1445 hours.

Respectfully submitted,

          /s/ Kimberly Eavenson

Distribution to:

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Chief William D. Robinson, Yuma Police Department  
Chief Jack McArthur, Yuma Fire Department  
Lou Miranda, Yuma County Emergency Management Director  
Robert Pickels, Acting County Administrator  
Mark Watson, City Administrator  
Bob Stull, Assistant City Administrator  
Greg Wilkinson, Member of Regional Council  
USBR representatives  
All county stakeholders  
Staff members