



# **FLORIDA EMERGENCY PREPAREDNESS ASSOCIATION**

## **2015 MID-YEAR WORK SESSION**

### ***SUMMARY OF PROCEEDINGS***

**August 12-14, 2015**

**Clearwater Beach, Florida**



## **FEPA 2015 Mid-Year Work Session**

### **Summary of Proceedings**

The Florida Emergency Preparedness Association (FEPA) 2015 Mid Year Work Session was conducted August 12-14, 2015 at the Clearwater Beach Hilton. More than 175 participants contributed to the success of the 2015 event. In addition to the formal Mid-Year agenda, three training offerings were conducted in conjunction with FEPA Mid-Year. The two day FEPA County Emergency Management Program Director/Key Staff training was conducted immediately preceding Mid-Year and attracted 33 students. A four hour Federal Emergency Management Agency (FEMA) Procurement Disaster Assistance Team Training with 33 participants as well as a four hour WebEOC Administrator Course with 13 attendees were conducted immediately following the close of the 2015 Mid-Year event. Coupling training with the Mid-Year Work Session has been well received by the membership.

As the FEPA Mid-Year Work Session focuses on the “business” of the Association both a Board of Directors and a General Membership meeting were included in the week’s activities. FEPA’s Committees and select work groups also met to continue their work on their respective programs and projects. Time on the agenda was reserved for General Session updates from partner agency and organizations as well as reports of interest to all participants. The final agenda of the 2015 Mid-Year Work Session is included in this report.

FEPA thanks the Property Casualty Insurers Association of American for their participation and sponsorship of Mid-Year breaks; FEPA Corporate Member CDR Maguire for providing customized FEPA lanyards for the Mid-Year event and the Florida Division of Emergency Management for off-setting on-site costs for select training sessions. FEPA also thanks all who contributed to the success of the 2015 Mid-Year Work Session as trainers, presenters, committee meeting chairs and facilitators and active participants. The summer work session provides a significant opportunity for FEPA members to meet face to face to promote and enhance their Association and the member services provided.

### **Wednesday, August 12, 2015 – General Session**

FEPA Mid-Year 2015 kicked off with the Opening General Session which included introductions and opening remarks from FEPA President Mitch Smeykal, host Pinellas County's Emergency Management Director Sally Bishop, Florida Division of Emergency Management Director Bryan Koon and Federal Emergency Management Agency, Region IV Administrator Gracia Szczech. Opening remarks were followed by presentations from Brook Kelley-Hunt and Logan McFaddin from the Property Casualty Insurers Association of America. Ms. Kelley-Hunt provided an overview of the Partners in Recovery Program, a coordinated effort of insurance agencies, adjusters and emergency management officials to rapidly access disaster areas to expedite assistance. Ms. McFaddin provided an overview of recent legislative action regarding the insurance industry with an emphasis on emergency management related issues and concerns.

General Session presentations continued with three FEPA member led updates on statewide projects and work group activities. These included progress reports on the Statewide Emergency Alert and Notification System, the Florida All Hazards Incident Management Team member qualification process and the Statewide Special Needs Registry. Following a short break, Mid Year reconvened for the FEPA General Membership Meeting. In addition to reports of recent activities and program updates, the membership voted on a slate of proposed changes to the FEPA By-Laws. Ballots including five separate amendments were distributed to FEPA members by their respective Area Governors and returned with results tabulated by the FEPA Parliamentarian and Secretary. Once a 2/3 positive vote on each measure was confirmed and certified by the FEPA Secretary, the membership were advised that all amendments passed. Members were advised that updated By-Laws would be posted to the Association's Website. The final activity for the Opening Day was the convening of the WebEOC User Group which included members of the recently established FEPA WebEOC work group. Actions and deliberations of this session are included in the FEPA Technology Committee Report.

### **Thursday, August 13, 2015 – General Session**

FEPA President-Elect Paul Womble presided over Thursday morning's proceedings and Mr. Womble presented a summary of the previous day's activities as well as highlights and expectations of the current day's schedule. He introduced FEPA Executive Director Eve Rainey who provided an overall Legislative Update for activities of the 2015 Florida Legislative Sessions activities as well as highlights of national legislative action affecting emergency management programs. Ms. Rainey's remarks also included proposed Association priorities for the 2016 Legislative Session as outlined by the FEPA Board of Directors. Following the Legislative Update, FEPA Area 7 Governor John Scott joined Ms. Rainey and they presented a report on the recently completed FEPA County Emergency Management Agency Program Survey. Following this presentation, Mr. John Ward, county emergency management representative on the statewide Gap Analysis Project oversight team, presented an updated analysis and final project report.

Prior to the morning break, Mr. Womble outlined the Committee meeting schedule for the remainder of the day and reminded Committee Chairs to review their sections of the FEPA Business Plan as they meet and be prepared for Committee reports the following morning. The day concluded with three sets of two hour break-out sessions representing nine FEPA Committee meetings and a caucus of municipal emergency management programs.

## **Friday, August 14, 2015 – General Session**

FEPA President Mitch Smeykal presided over Friday morning's General Session. He welcomed everyone to the Closing Session and thanked them for their hard work during Committee meetings. Mr. Smeykal called on each Committee to present their report of their meeting and discussions the previous day. Summaries of these reports and discussions are outlined below. Following the Committee Reports, Mr. Chip Patterson led a discussion on the FEPA Strategic and Business Plans highlighting their inter-relationships and importance for leading the Association into the future as well as to document and emphasize the successes of Committee actions in support of FEPA overall goals and objectives. In his closing remarks of the 2015 Mid-Year Work Session, Mr. Smeykal again thanked the Committees and their members for their great work and challenged each Committee to meet at least four times during the year. He offered each Committee Chair the support of the FEPA Executive Committee and Board of Directors for any support that is needed to reach this goal. President Smeykal reminded everyone of the two October Current Issues in Emergency Management Sessions scheduled by the Division of Emergency Management and thanked the Division for their continued partnership and support. Mr. Smeykal reminded the group of the two training sessions schedule for the afternoon and adjourned the Mid-Year Work Session by wishing everyone a safe trip home to their headquarters.



# **FEPA Mid-Year Work Session**

**August 12-14, 2015**

**Clearwater Beach Hilton**

**Final Agenda**

**Wednesday, August 12, 2015**

**1:00 pm to 5:15 pm**

**Salons D-E**

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|----------------|--|
| <b>1:00 pm</b> | <b>Welcome and Introductions</b><br><br>Mitch Smeykal, FEPA President<br><br>Sally Bishop, Director, Pinellas County Emergency Management<br><br>Bryan Koon, Director, Florida Division of Emergency Management<br><br>Gracia Szczech, Administrator, FEMA Region IV |
| <b>1:45 pm</b> | <b>Insurance Update – Partners in Recovery</b><br><br>Brooke Kelley-Hunt, Property Casualty Insurers of America  |
| <b>2:00 pm</b> | <b>General Session – Update on Issues/Projects/Work Group Actions</b><br><br>Statewide Alert and Notification System<br><br>All-Hazards Incident Management Team Credentialing<br><br>Statewide Special Needs Registry   |
| <b>3:15 pm</b> | <b>Break</b> (Refreshments sponsored by Property Casualty Insurers of America)   |
| <b>3:30 pm</b> | <b>FEPA Membership Business Meeting</b>  |
| <b>4:30 pm</b> | <b>WebEOC Best Practices / User Group</b>  |
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## **Thursday, August 13, 2015**

**8:00 am to 12:00 pm**

**Salons D-E**

**8:00 am      Coffee and Networking**

**8:30 am      Opening Remarks**

Paul Womble, FEPA President-Elect

**8:45 am      Legislative Update – 2015 Session and 2015-A Special Session**

Eve Rainey, FEPA Executive Director

**9:00 am      FEPA County Emergency Management Program Survey**

Eve Rainey, FEPA Executive Director

John Scott, FEPA Area 7 Governor

**Update on Gap Analysis Project**

**9:45 am      Break**

**10:00 am      Committee Meetings - Group 1 Break Outs**

**Noon**

Annual Meeting Committee – Salon D

Certification Commission – Salons A-C

Public Private Partnership Committee – Salon E

**Noon -1:00 pm      Lunch – On Your Own**

**1:00 pm -      Committee Meetings - Group 2 Break Outs**

**3:00 pm**

Mitigation Committee – Salons A-C

Training and Professional Development Committee – Salon D

Emergency Management Accreditation Program Committee – Salon E

**3:00 pm            Break**

**3:15 pm -            Committee Meetings Group 3 Break Outs**  
**5:15 pm**

Technology Committee – Salons A-C

Membership and Awards Committee – Salon D

Higher Education Committee – Salon E

Municipal EM Program Caucus - Mangrove

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**Friday, August 14, 2015**

**9:00 am to 11:30 am**

**Salons D-E**

**9:00 am            Opening Remarks**

Mitch Smeykal, FEPA President

**9:15 am            Committee Reports**

Committee Chairs

**10:30 am            FEPA Strategic Plan Update**

FEPA Strategic Planning Committee

**11:00 am            Wrap Up/Closing Remarks**

Mitch Smeykal, FEPA President

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**Committee Meetings – Group 1 Break Out Sessions – 10:00 am – Noon**  
**Highlights of Discussions**

**Annual Meeting Committee**

FEPA 2016 Annual Meeting – February 1-5, 2016 at the Daytona Beach Hilton

Committee subgroups were established:

General Sessions (John Wilson lead)

- Suggest a good keynote speaker that could also lead a workshop (double benefit / use of their time)
- Philadelphia Train Derailment (could segue into a Family Assistance Center workshop)
- Cyber Security (could segue into a workshop)
- Recovery / latest Disaster (could segue into workshops)
- State Speaker (Director Koon)
- FEMA Speaker

Training Sessions (FEPA Training and Professional Development Committee lead)

- Work with FDEM and hit unmet needs on Multi-Year Training and Exercise Plan
- Volunteer Class (G288 or G489)
- FEPA County Emergency Management Director / Key Staff training
- WebEOC training
- EMAP training
- 2 CFR 200 (not just PDAT, maybe something broader than just procurement)
- Explore idea of a 1 or 2 day exercise during the training days using WebEOC and Incident Management Team Roles (does TEEX do this as MGT304?)
- Public Assistance Class (maybe a workshop instead)
- Plan Writing training (maybe a workshop instead) Strategic Planning or CPG101
- Project Worksheets training (maybe a workshop instead)
- TEEX Social Media Class

Workshops / Roundtables (Linda Stoughton lead)

- Technology tools to help with planning
- Functional Needs and ADA throughout Emergency Management services (not just sheltering)
- Hazard Specific Response Topics (cyber, flooding, etc.)
- NWS - EM Interface, NWS Modernization, Setting up a strategy to address NHC changes
- Cyber Security: What should we be asking, who should we be working with (Ohio has a guide)
- Statewide Emergency Alert and Notification System / Project
- Special Needs Registry Project
- Family Assistance Centers (When is it our responsibility / Public vs Private vs Partnership)
- Public Assistance Workshop to cover new rules, volunteer match
- Municipal Caucus
- Higher Ed Caucus
- Student Workshop



- Student Research Presentations
- What it means to be an Emergency Manager (target audience Students in Emergency Management programs)
- CRS - focus on maximizing points in 510, 610, 330
- Best Practices Round table
- Sinkhole Study
- Climate Change
- Response Info Systems - FEMA Tool
- COOP - tied to IT / Cyber Security
- Avian Flu
- How consulates can support us in disasters
- Recovery Support Functions – Post-Disaster Redevelopment Plans (differences and transitions)

Other Items discussed:

- New Members Orientation (as early as possible on the program)
- FEPA Student Members - Free Admission to General Session and a Student Workshop and Presentations
- Theme: FEPA's 60th year – Diamond Jubilee
- Survey to be sent in September specific to Meeting locations for 2016 Mid-Year and 2017 Annual Meeting

#### **Certification Commission**

- Added Commissioners representing Area 6 – Lee Mayfield and Anne Miller
- Continue to recruit Commission members from other FEPA Areas
- Presented five FPEM Recertification candidates for Board approval
- Reviewed Commission sections of FEPA Strategic Plan and Business Plan
  - Transferred goals from former Instructor Recognition Program to Certification Commission
- Provided update on the FEPA Certification Healthcare Concentration
- Established Instructor Certification Sub-Committee of Commission with Jeffrey Goldberg as Sub-Committee Chair
  - Established Goal – to have Instructor Certification Application ready for use within 60 days
- Continue work with the FEPA Technology Committee to develop web-based Certification application and review process

#### **Public Private Partnership Committee**

New Chair is Paul Latham, Business Continuity Planner, Raymond James Financial

Interim Co-Chair is Tom Cisco, Emergency Management Coordinator Volusia County Emergency Management

Vice-Chair/Secretary Teresa Newsome, EREC, Inc.

Background on Chair and Co-Chair:

- Paul Latham – Emergency Management Director at USF, Pasco Emergency Manager, Military Emergency Manager – Navy (Pensacola)

- Tom Cisco- Emergency Management Director at USF, and current Emergency Manager with Volusia County

Reviewed Strategic Goal: Bridge gap between public and private agencies

- Goal to increase private membership will happen organically if we attract the private sector.
- Goal - keep people safe and keep community running normally.

Good public private partnership program at Volusia County – Vice Chair Cisco will share more information as he obtains it

Chair asked for comments of what the goals of the committee should be

- Chip Paterson shared what the current strategy is for discussion.
- Goal - is good as stated / 8 objectives

Need to show benefit to private sector worth the investment

Chair shared some recent activities in Detroit - 100 year flood event. He has reached out to local Emergency Managers there and was able to obtain an “eyes on the ground” situation report, remotely. Developing relationships before incidents occur is the key.

Question was asked about COAD/VOAD involvement.

- Big companies have plans and know what to do. Problem is in the small to medium sized – “Mom and Pops”. They typically miss the message because the focus is on the big boys.

Larry McIntyre at the Department of Economic Opportunity was mentioned as a good contact

Two foci for business participation

- Entity that can provide goods/services in a disaster.
- Business may not directly provide resources, but if workers cannot return to work; then recovery is slowed.

Emphasis needed to identify ways to get them in so community can return to normalcy. Sandy and 9/11 are examples.

Virtual Business EOC at SEOC

- Didn't work well during the Statewide Hurricane Exercise
- Information was not shared in a timely fashion and stifled business participation
- Hurricane Exercise information was shared near real-time in EM Constellation; however, private sector does not have access.
- Private sector also does not have access to Hurrevac; but, public does and can help provide info to the private sector to enable timely decision making.
- Sharing is better for public because there are fewer services that will be need from the identified private sector.

Business Emergency Response Teams (BERTs) are a different focus - get the business running.

Alan Harris - how we can best help local businesses – Essential Elements of Information - grass roots level - provide information to our communities.

- Benefit to local government to get businesses back quickly (re-entry) following an evacuation. ESF-18 may be point of contact.

The local government's residents are private business' associates.  
Schools in session, road closure, power, infrastructure, fuel, money/banks

Virtual Business EOC and ESF-18 desk are great but will not be available unless the ESF-18 desk is activated.

- If FEPA houses the data, counties can add information that can be accessed.
- Same event can generate different affects depending on location, etc. i.e. POD at strip mall vs. Walmart parking lot.
- Small business owners are also the residents - how do you get the buy in to get them involved.
- Business Information Hotline at activation sometimes.

Preparedness information ahead of time is offered but not utilized.

- Small Business Development Centers (SBDC) are an excellent place to start - help with business plans and can help with disaster plans.
- Can we give them information when they register with "Sunbiz", county license, or tax certificate?
- Will need to be a local grassroots effort at the local Emergency Management shops.
- Some have utilized local fire inspectors to get information. Can we approach the Florida Fire Chiefs Association for their help?
- Association of Contingency Planners (ACP) - meets on a regular basis.  
ACP is one approach to help join public and private members. Association is made up of planners who work on business continuity for the private sector. Need to educate on why this is important. Is there some type of incentive to entice them?  
Some of them don't even know they need this or that it exists.
- If we can add some verbiage to the Sunbiz, etc. (free effort) to gain their interest to get them involved.
- What does the private sector want to do to make things better, cut insurance rates, quantifiable data, and hit them with what the benefit is in participating / bridging public-private gap.
- Plan done for home should carry over to help with business plan. Need to have plans to manage.
- Business interruption insurance can help business cover their losses. Need them to maintain blue sky activities.
- Chambers of Commerce are counter-intuitive to what we are discussing.  
If we can partner with Sunbiz
- Need to have a public education piece that we can share.
- Asked if ESF-18 is open to public. Pushed out through chambers
- Need to have real time information to be effective.
- Virtual ESF-18 is a possible location for information
- Municipalities have a show and tell for local businesses. They want to know when they can get in.
- Rural communities have some unique challenges and opportunities.

Apathy is an issue. Local Emergency Management is very visible before hurricane season but that doesn't always translate to action.

- Public has to ramp up with scarce resources to respond while local residents may not have the resources or even attempt prepare / secure resources.

- What about a finale at the end of hurricane season to wrap up the season and see what the impact could have been.

Agriculture in some rural counties is a major industry and has different concerns and needs.

Many businesses use take an impact planning approach versus hazard-based.

- Regardless of the hazard, business disruptions can affect the building, equipment, human resources, technology, and third party supply chains.
- Business continuity planning focuses on maintaining business operations / service levels in lieu of resource outages.

Our messaging needs to be less focused on hurricanes and more on other hazards. As an example, Florida had the highest number of tornadoes annually.

CDR Maguire representative mentioned COOP exercises with media attention may raise awareness to the local businesses.

Are PSAs being utilized? Are we are using the available platforms - radio, etc.?

- Sirius Radio, 24 hour news, etc. affect how we can get the information
- Could we tag with weather announcements to motivate - get a plan?

Public-Private Partnerships has to be 'sold' to the Emergency Management types (in business), mid-level management, and C-suite executives. If C-suite is not onboard / recognize the value, then the partnership will not flourish.

Trending aspect - what are the other businesses doing

- Social media has a major impact.
- Could Emergency Manager talk to a local business that lost out and maybe one that had a plan? It has to be sexy and attractive.

Who are we trying to target?

If we log in to Virtual EOC ESF-18 today, we won't be back, the information is outdated

Can we create a framework that provides a foundation for the partnership to move forward?

Need to talk about preparedness but also about long-term recovery.

Need more preparedness, less response. Need to have the relationship and build on what private can do for the public as well.

For brief out (Day 3 of mid-year meeting):

Goal the mission of the P3 is to build relationship as stated currently

Can we have some success stories - achievable measures for when we next meet?

Not enough private sector members represented today.

We will be sending a survey monkey out to gather information for new objectives.

What can you provide?

What do you want to get out of the committee?

## **Committee Meetings – Group 2 Break Out Sessions – 1:00 pm – 3:00 pm**

### **Highlights of Discussions**

#### **Mitigation Committee**

##### **Community Rating System (CRS)**

- Develop tools and examples of best practices for local government to maximize credit under emergency management related sections (510 and 610)
- Approach these from a local level in addition to a state level. Look at each community individually to determine CRS credit.

##### **State Sinkhole Study**

- More information on the study is needed
- Counties would like to know if surveys are being conducted.
- How will the study impact insurance rates? Are companies involved in this process and looking into this?

##### **Local Mitigation Strategy (LMS) Plan Review by the Florida Division of Emergency Management (DEM)**

Criteria are being taken literally and intent is not considered enough

- Confusion between vulnerability and impacts. Definitions differ between the LMS and the county Comprehensive Emergency Management Plan.
- State should be more pragmatic during review and not focus on trivial aspects of the plan.
- Is DEM going to develop or maintain an LMS project list?

##### **Chapter 2015-69, Laws of Florida (SB-1094 –Flood Insurance)**

- Where will flood insurance certificates required by recent legislation be stored?

Mitigation Committee wants to determine optimal risk/vulnerability assessment that could be applied in counties statewide.

State SHMPoints and First Monday tips are good and continue to assist counties with mitigation.

Committee would like to see the development of procedures or training course at the state level for plan development and review.

Recognize FEPA Mitigation Committee as part of the State Hazard Mitigation Planning Team

#### **Training and Professional Development Committee**

Committee accepted a report by Billy Abernathy on the FEPA Intermediate Academy conducted March 13-19, 2015 at Camp Blanding. Dates for the 2016 Intermediate Academy of March 3-13, 2016 at Camp Blanding were announced.

Committee received a report on the Instructor Recognition Program from Jeff Goldberg. Mr. Goldberg explained that the program is now an Instructor Certification Program and has such, has officially moved

to the Certification Commission and established as a Sub-Committee of the Commission with Mr. Goldberg serving as Sub-Committee Chair.

Committee received a report from FEPA County Emergency Management Director/Key Staff training Program Manager John Wilson. Mr. Wilson reported on the third training offering conducted prior to the Mid-Year Work Session that included 33 students.

Committee established a work group to make recommendations regarding FEPA Academy naming conventions in conjunction with the Emergency Management Institute's Academies. (Shanti Smith, David Casto, Inaki Rezola appointed work group members)

Committee discussed proposed curriculum for the FEPA Advanced Academy and received great input from the body of the committee on the curriculum.

Committee discussed the recently released DEM Community Emergency Response Team instructor requirements and the issues related to the proposed requirements. This discussion was conducted for Committee information and knowledge. No action was taken by the Committee.

Committee reviewed the FEPA Strategic and Business Plans were reviewed and members noted that several items related to the Instructor Certification program will now be moved to the Certification Commission.

### **Emergency Management Accreditation Program (EMAP) Committee**

Committee Chair Sharon Tarman led the review of EMAP Committee's areas of the FEPA Business Plan as outlined below.

GOAL VIII: Increase the number of Florida jurisdiction EMAP applications by 10%.

Status: Current Accredited Jurisdictions

- 8 Counties
- 1 Municipality
- 15 In process
- 33 Considering
- 1 School of Higher Education within an accredited municipality within an accredited county within an accredited state

Objective 1: Develop an information tool to outline the benefits of this voluntary accreditation to local emergency management programs, stakeholders and elected officials.

Status: National EMAP has a presentation that focuses on each of these groups and they will share it with the FEPA Committee.

Objective 2: Develop and promote opportunities for technical assistance, peer-to-peer training and practical advice toward obtaining accreditation.

Discussion/Recommendations:

- Creating a survey to see who is interested in EMAP
- Developing a cadre of people that are willing to be the SME and "Go To" people for questions

- Build a blueprint for Florida jurisdictions. Large counties with large counties; medium counties with medium; coastal Gulf side with Gulf side, etc.
- Developing specific webinars for each standard focusing on Florida

Objective 3: Align the EMAP standards and expectations with requirements and responsibilities of existing funding process and programs.

Status: Florida Division of Emergency Management (FDEM) has assumed responsibility for this initiative.

Objective 4: Work with state partners to develop incentives to encourage emergency management programs to assess and improve their programs based upon the national EMAP standard.

#### Discussion/Recommendations

- Align the Scope of Work (SOW) requirements of funding agreements with the EMAP standards. FDEM can recognize that jurisdictions in compliance with EMAP standards are also compliant with SOW
- Align local Comprehensive Emergency Management Plan requirements with EMAP standards
- Be CAREFUL that we don't lose the integrity of EMAP. Sharing the processes; "how tos" and plans are great but each jurisdiction needs to make sure that they "OWN" their documentation.

Objective 5: Continue to recognize and build on the work of the previous FEPA EMAP subcommittee.

Status: The previous subcommittee laid a great foundation for us to build on.

Objective 6: Continue to promote the EMAP process as a recognized program and improvement tool. Use his promotion to de-mystify the process and identify opportunities for strategic implementation over a multi-year period.

Status: Committee discussed that the de-mystification is gone. Now we need to move forward and assist other jurisdictions on their EMAP journey.

Committee Note: There will new EMAP standards effective on January 2017 that will impact communities have not had their on-site assessment by January 1, 2017.

### **Committee Meetings – Group 3 Break Out Sessions – 3:15 – 5:15 pm**

#### **Highlights of Discussions**

#### **Technology Committee**

Meeting began with introductions of all those in attendance

Statewide Alert and Notification System and Advisory Group update

- Most of the topic was covered during the group's presentation in General Session

- Some additional questions were asked and an outline of what the next steps would be were discussed

#### WebEOC Work Group update

- Most of the topic was covered during discussion in General Session and Membership Meeting
- Some additional discussion on the direction of the group was had

#### Open discussion on what other items the group wanted to tackle

- FEPA website update/redesign
  - Identified as the next large area for the committee to undertake
  - The focus of the update/redesign will be on aesthetics, user friendliness and evolving the overall user's experience
  - The Certification Commission expressed a need to enhance their on-line submittal process to automate more of the process and streamline the user's experience
  - The Membership Committee will play a major part in any website changes
  - A subcommittee will be the mechanism for addressing the issue  
Interested participants were identified  
Will be a mixed group of technology, membership and certification committee representatives
  - Will need Executive Board approval before proceeding  
Once approval is received, the subcommittee will begin to meet via conference call/webinar and set a framework for moving forward (goals, objectives, tasks, etc.)
- Social Media
  - Vigorous discussion
  - Would like to post all of the EM social media account platforms and handles currently being used by FEPA members on the website
  - Look into a way for storing/sharing social media plans approved by legal that would be available to members who would like to get involved into social media but employer is reticent to do so because of liability exposure
  - Identified the need to advance the social media discussion in the emergency management community and evolve the discussion'
  - Members will think of specific areas and either submit training/workshop ideas for FEPA Annual or be prepared to have a more targeted discussion at the next committee meeting

### **Membership and Awards Committee**

Committee discussed membership with Area Governors serving as Committee members – work through the Area Governors for information and suggestions for membership enhancements and member issues.

Committee reviewed success of FEPA Strategic and Business Plans:

- Increase in members to more than 650 – great attendance at Annual Meeting and Mid-Year Work Session



- Award nomination process and continued need to market the awards and solicit increased number of nominations. Reminded the Area Governors that they vote on the award recipients but can also help identify individuals to be recognized and submit nominations.
- The “New Member/First Time Attendee” session at the 2015 Annual Meeting.
- Will continue to recognize these individuals with name badge ribbons. This provides a great opportunity to educate new members on what FEPA is and how they can fit in and contribute.

Moving forward the Committee will work to:

- Update and re-design the FEPA Membership Brochure and additional options to use and distribute it. (Brad Baker is lead).
- Continue to engage partners and partner agencies to increase membership and participation. Will specifically reach out to Volunteer Florida regarding Florida Emergency Management Volunteer Certification category (Ryan Simpson is lead).
- Continue will continue to explore use of the FEPA website as a tool for both internal and external users and clearly identify the website purpose. This will be done by working with the Technology Committee to redesign.
- Committee will review the “What is a FEPA” presentation for updates and enhancements. (John Wilson, Ed Ward and Ryan Simpson are leads).
  - Group will build upon the existing presentation.
- Review overall FEPA meeting structure and design to ensure that introductory remarks and comments clearly outline the purpose and objectives of meetings (Mary Blakeney and Eve Rainey are leads).
- Explore the FEPA newsletter content and opportunities to enhance distribution and content. Include more updates for the FEPA committees and distribute through FEPA social media sites.
- Update Awards Nomination form to streamline the Award nomination process (Mary Blakeney is lead).
- Develop a listing of programs and projects and contact information for the leads for each project. Give the membership an idea of where to go for information and/or who to contact for additional information.
- Explore marketing and public relations opportunities to promote FEPA and its programs.

Committee noted that the FEPA 2015 Mid-Year Work Session evaluation form includes 3 opportunities to outline suggestions for membership “experience”.

### **Higher Education Committee**

Committee discussed their component of the FEPA Business Plan (2014-2016)

Objectives – Committee will revise Committee description and condense/revise objectives to be SMART for the next Business Plan.

Marketing/Spreading the “good news!” - What is FEPA and what can it do for you?

Discussion:

Change the conversation. We are not just hurricane people, or Emergency Management people. It is much broader. It is a profession. Ask emergency managers to visit academic institutions to address the “profession” aspect of the field (multifaceted). Create a Speakers Bureau.

Three key areas (not sub-committees, as this continues the ‘divide;’ these represent essential composition for the Higher Education Committee).

- Emergency Management Professionals
- Faculty/Research
- Students/Internships

Maintain key areas in theory, but shift emphasis to projects (see six projects identified below) and work as inter-professional teams.

Suggested Committee Projects (6 Action Items):

Develop and implement a survey that will serve as a crosswalk between academic institutions (to assess baseline curriculum, skill-sets and field placement options).

- How do we get Emergency Management to identify the “clinical” and “skills” that demonstrate proficiency?
- How do we take the curriculum and educate the student to work in financial industry, healthcare, transportation, law enforcement, business continuity, legal, etc. to ensure preparedness in those fields?
- Survey Questions (not an exhaustive list)
  - Requirements across programs (FEMA Independent Study courses)
  - Where do the degree programs fall (medicine, public health)
  - Which colleges have student organizations?
  - How many students are enrolled?
  - How is your curriculum advised? Do you have an Advisory Board?
  - Field Placement (type, required?)
  - Virtual Projects (type, required?)
  - Community Emergency Response Team, Medical Reserve Corps
  - What relationships do you have with Emergency Management, volunteer organizations, private sector and academic institutions?
  - EMI (check EMI survey on website, Jessica Geib will lead this effort)

Develop and implement survey for Emergency Management Professionals regarding preferred skill-sets (gather core competencies from EMI and FEPA)

- Resources between the Emergency Management community and academic institutions. Leverage knowledge and experiences; bridge activities. Can Emergency Management professionals influence curriculum?
- How can we ensure that the core Emergency Management methodology is consistent? How can we work with IAEM to leverage their activities? Attend EMI to ensure that the instruction is consistent in all of the institutions in higher education.

Develop and implement a Student focused session at FEPA (to lead into basic and intermediate academy) – what are the steps in CEM, FAEM.

- Offer 2 sessions in the afternoon; first session would be geared at what students need to know; Second session would provide an overview of CEM, FAEM, followed by a meet and greet. It may be better to offer these sessions on a training day (as opposed to workshop day), as there is more flexibility.
- Day at annual meeting and focus on student membership at FEPA; foundations of Emergency

Management, partners at the table, mitigation, COOP, CEMP, opportunity to present research (“what you didn’t get in college!”). Once they are members of FEPA, how can we mentor and encourage participation. Tie it into networking. Opportunity for Emergency Management Professionals to hear about the research that is being conducted. Influence of Emergency Management on curriculum at institutions often comes from an advisory board. Students can get a certificate of participation for the FEPA student focused sessions. Promote the Governor’s Hurricane Conference at this event for continued participation and learning opportunity. Citizen Corps monies can be used to support student fees.

Develop a Guest Speaker List (Emergency Managers to speak at academic institutions)

- Develop 5 one-hour modules (including a ppt) that Emergency Management Professionals can select from to present at schools.

Develop a common platform on FEPA website for students, Emergency Management Professionals, and faculty to share research ideas/needs, available/desired internships, opportunities for collaboration, etc.

Develop platform to house virtual internships (in collaboration with Jessica Geib at FDEM)

**\*\*Much of the Committee’s discussion specific to the projects emphasized that Emergency Management is a profession, not training.**

### **Municipal Emergency Management Program Caucus**

Municipal emergency management program leaders and other interested participants attended the caucus meeting.

Along with introductions, each person shared the populations of their jurisdiction. Populations served ranged from 40,000 to over 100,000.

Caucus facilitator Bill Johnston, City of St. Cloud, share the background of the municipal caucus with attendees. He noted that caucus concept stemmed from the 2014 Mid-Year Work Session and met for the first time at the 2015 FEPA Annual Meeting.

The group discussed the possibility of “renaming” the group in order to better describe our demographics so it includes other non-county EM program managers (i.e., special districts, utilities, educational institutions, etc.)

The group requested the FEPA Annual Meeting Committee to consider offering a Municipal Emergency Management Best Practices Training or Workshop at the 2016 Annual Meeting.

The group was challenged to reach out to other municipal/non-county emergency managers to consider joining FEPA through relationships, regional meeting, league of cities, etc.

The group discussed the process each jurisdiction takes when formulating and submitting their Comprehensive Emergency Management Plans for approval by Counties.

Other topics discussed:

- Need to determine what non-county jurisdictions have a legitimate EM program so we can reach out to them
- Discussed SERT TRAC – When signing up for a class, the only option for municipalities is “Other.” It was suggested FEPA request the State to add “Municipal” as an option when signing up.
- All agreed we need to continue to meet to share best practices and collaboration.
- All agreed we need to continue to ask FEPA to support meetings and training sessions.
- A potential outcome of the group is to encourage some level of consistency with municipal EM programs.
- Another outcome would be to promote positioning FEPA as the leader for all emergency management programs at all levels of government throughout the State of Florida.

## Committee Participation Sheets

### FEPA Annual Meeting Committee

Mary	Blakeney	Palm Beach County EM
Traci	Buzbee	TME, LLC
Lumane P	Claude	North Miami EM
Bill	Johnson	Palm Beach County EM
Bill	Johnston	City of St Cloud
Steven	Lerner	Seminole County EM
Jonathan	Lord	FL DEM
Jay	Love	Brevard County EM
Eve	Rainey	FEPA
Mike	Resto	Palm Beach County EM
John	Scott	Monroe County EM
Ryan	Simpson	Putman County EM
Mitch	Smeykal	Okeechobee County EM
Kevin	Smith	Salvation Army
Linda	Stoughton	St Johns County EM
Bradley	Vaughn	TME, LLC
Chris	Volz	Baker County EM
Helene	Wetherington	UK FCO OTD
Kelly	Wilson	St Johns County EM
Paul	Womble	Polk County EM
Diana	Wright	CMS

**FEPA Certification Commission**

(only lists who attended in person – others participated by conference call)

Angela	Colegrove	Glades County EM
Angela	Allen	FL Department of Transportation
Lee	Newsome	EREC, Inc.
Paul	Winter	Verizon
Roslyn	Viterbo	Miami-Dade EM
Diane	Hilliard	Polk County EM
Chuck	Carter	Central Florida RPC
Larry	LaHue	Volusia County EM
Lee	Mayfield	Lee County EM
Ed	Ward	FL Dept. of Transportation
Jeff	Goldberg	Walton County EM
Jerry	Mallet	Charlotte County EM
Judd	Wright	Blue Skies Professional Services
Steve	Simpson	retired

**FEPA Public Private Partnership Committee**

Brad	Baker	Santa Rosa County EM
Jeff	Bielling	Alachua County EM
Alvin	Bishop	FL DEM
Brittney	Blair	Salvation Army
Joseph	Borras	FL DEM
Willie	Bouie	FL DEM
Pam	Bramblette	Salvation Army
Sandra	Bridges	Lee County EM
Jessica	Byrski	EMAP
Tony	Cameron	Suwannee County EM
Samuel	Cannon	FL DEM
Keith	Carson	Miami Beach EM
Michelle	Cechowski	East Central FL RPC
Chris	Chagdes	APC
Doug	Christ	DeSoto County EM
Shelby	Dobreff	FL DEM
John	Dosh	Escambia County EM

Tracy	Doyle	CDR Maguire
Adam	Eckstein	Globalstar
Alexander	Falcone	FL DEM
Richard	Fimbell	DBI Services
Lililita	Forbes	FL DEM
Dave	Freeman	Orange County EM
Jessica	Geib	FL DEM
Jeff	Goldberg	Walton County EM
Alan	Harris	Seminole County EM
Sharon	Hingson	Suwannee County EM
James	Ireland	Escambia County EM
Michele	Jones	Brevard County EM
Harold	Joyner	DSI Group
Bill	Kirkland	FL DEM
Tim	Kitchen	APC
Rick	Knowles	FL DEM
Spencer	Kostus	Lake County EM
Paul	Latham	Raymond James and Associates
Bryan	Lowe	FL DEM
James	Lugo	Pinellas MRC
Marc	McAteer	FL DEM
Pete	McNally	Polk County EM
Sherrie	McPhaul	FL DEM
Kristi	Messer	NOVA Southeastern
Erin	Miller	Marion County EM
Jason	Miller	FL DEM
Teresa	Newsome	EREC, Inc
Chip	Patterson	JB Coxwell Contracting
David	Pius	FL DEM
Inaki	Rezola	Pinellas County EM
Jim	Roberts	FL DEM
Shemeka	Shepherd	FL DEM
Shanti	Smith	Witt O'Briens
Kimberly	Spill-Cristiano	City of Pompano Beach
Wanda	Stafford	FL DEM
Jennifer	Stagg	Flagler County EM
Jennifer	Stallings	FL DEM
Pat	Stefanski	Marion County EM
Richard	Stilp	East Central FL RPC
Carly	Swartz	FL DEM
David	Treffer	
Justin	Wallheiser	FL DEM

Scott	Warner	Bay County EM
Major	Whitlow	FL DEM

#### **FEPA Mitigation Committee**

Jeff	Bielling	Alachua County EM
Alvin	Bishop	FL DEM
Luz	Bossanyi	FL DEM
Michelle	Cechowski	East Central FL RPC
Angela	Colegrove	FL DEM
Alex	Falcone	FL DEM
Dave	Freeman	Orange County EM
Donald	Kunish	Tetra Tech
Steven	Lerner	FL DEM
Claudia	Lozanno	FL DEM
Teresa	Newsome	EREC, Inc
David	Pius	FL DEM
Eve	Rainey	FEPA
Ryan	Simpson	Putnam County EM
Pat	Stefanski	Marion County EM
Carly	Swartz	FL DEM
Justin	Wallheiser	FL DEM
Kelly	Wilson	St Johns County EM

#### **FEPA Training and Professional Development Committee**

Billy	Abernathy	Polk County EM
Brittney	Blair	Salvation Army
Willie	Bouie	FL DEM
Sandra	Bridges	Lee County EM
Keith	Carson	Miami Beach EM
David	Casto	Sumter County EM
Chris	Chagdes	APC
Lumane	Claude	North Miami EM
Kimberly	Cristiano	Pompano Beach EM
Shelby	Dobreff	FL DEM



John	Dosh	Escambia County EM
Billy	Estep	Nassau County EM
Lililila	Forbes	FL DEM
Diane	Hilliard	Polk County EM
Sharon	Hingson	Suwannee County EM
Michele	Jones	Brevard County EM
Tim	Kitchen	APC
Spencer	Kostus	Lake County EM
Bryan	Lowe	FL DEM
Marc	McAteer	FL DEM
Jennifer	Nagy	Leon County EM
Lee	Newsome	EREC, Inc.
Aubrie	Parliment	Volusia County EM
Inaki	Rezola	Pinellas County EM
Jim	Roberts	FL DEM
Bruce	Scott	FL DEM
Mitch	Smeykal	Okeechobee County EM
Shanti	Smith	Witt O'Briens
Wanda	Stafford	FL DEM
Jennifer	Stagg	Flagler County EM
Richard	Stilp	East Central FL RPC
Linda	Stoughton	St. Johns County EM
Major	Whitlow	FL DEM

#### **FEPA Emergency Management Accreditation Program Committee**

Brad	Baker	Santa Rosa EM
Jessica	Byrski	EMAP
Samuel	Cannon	FL DEM
Tom	Cisco	Volusia County EM
Charles	Cyrille	Miami-Dade EM
Jedidiah	Hall	FL DEM
James	Ireland	Escambia County EM
Michele	Jones	Brevard County EM
Bill	Kirkland	FL DEM
Rick	Knowles	FL DEM
Larry	LaHue	Volusia County EM
James	Lugo	Pinellas MRC
Gerald	Mallet	Charlotte County EM

Lee	Mayfield	Lee County EM
Pete	McNally	Polk County EM
Sherrie	McPhaul	FL DEM
Erin	Miller	Marion County EM
Jason	Miller	FL DEM
Angela	Moreno	FL DEM
Shemeka	Shepherd	FL DEM
Jennifer	Stallings	FL DEM
Sandra	Tapumaneyi	Lee County EM
Sharon	Tarman	Manatee County EM
Scott	Warner	Bay County EM

#### **FEPA Technology Committee**

Alvin	Bishop	FL DEM
Willie	Bouie	FL DEM
Samuel	Cannon	FL DEM
Doug	Christ	DeSoto County EM
Shelby	Dobreff	FL DEM
John	Dosh	Escambia County EM
Richard	Fimbel	DBI
Lililita	Forbes	FL DEM
Dave	Freeman	Orange County EM
Don	Hall	ECN
Sharon	Hingson	Suwannee County EM
Britton	Holdaway	FL DEM
James	Ireland	Escambia County EM
Robert	Johnson	Marion County EM
Bill	Johnson	Palm Beach County EM
Rick	Knowles	FL DEM
Spencer	Kostus	Lake County EM
Larry	LaHue	Volusia County EM
Jonathan	Lord	FL DEM

Bryan	Lowe	FL DEM
Jerry	Mallet	Charlotte County EM
Mark	McAteer	FL DEM
Pete	McNally	Polk County EM
Sherrie	McPhaul	FL DEM
Jason	Miller	FL DEM
Lee	Newsome	EREC, Inc.
David	Pius	FL DEM
Mike	Resto	Palm Beach County EM
Maria (Lulu)	Resto	Indian River County EM
Inaki	Rezola	Pinellas County EM
Jim	Roberts	FL DEM
John	Scott	Monroe County EM
Shemeka	Shepherd	FL DEM
Mitch	Smeykal	Okeechobee County EM
Kevin	Smith	Salvation Army
Wanda	Stafford	FL DEM
Jennifer	Stagg	Flagler County EM
Jennifer	Stallings	FL DEM
Linda	Stoughton	St. Johns County EM
Carly	Swartz	FL DEM
Justin	Wallheiser	FL DEM
Scott	Warner	Bay County EM

#### **FEPA Membership and Awards Committee**

Mary Blakeney	Palm Beach County Emergency Management
Alan Harris	Seminole County Emergency Management
David Peaton	Gilchrist County Emergency Management
Jay Love	Brevard County Emergency Management
Ed Ward	FL Dept. of Transportation
Ryan Simpson	Putnam County Emergency Management
Brad Baker	Santa Rosa County Emergency Management
Angela Colegrove	Glades County Emergency Management
John Wilson	FEPA Area 6 Governor
Keith Carson	Miami Beach Emergency Management

**FEPA Higher Education Committee**

Brittney	Blair	Salvation Army
Pam	Bramblette	Salvation Army
Sandra	Bridges	Lee County EM
Tony	Cameron	Suwannee County EM
Michelle	Cechowski	East Central FL RPC
Charles	Cyrille	Miami-Dade EM
Jessica	Geib	FL DEM
Michele	Jones	Brevard County EM
Paul	Latham	Raymond James/USF
Steven	Lerner	Seminole County EM
James	Lugo	Pinellas MRC/Lealman CERT
Kristi	Messer	Nova Southeastern
Teresa	Newsome	EREC, Inc.
Aubrie	Parliment	Volusia County EM
Tami	Price	Broward County EM
Christy	Rojas	FL DEM
Shanti	Smith	Witt O'Briens
Sandra	Tapumaneyi	Lee County EM
Chris	Volz	Baker County EM
Helene	Wetherington	UK FCO OTD
Judd	Wright	Blue Skies Professional Services

**FEPA Municipal Emergency Management Program Caucus**

Bill Johnston	City of St Cloud
Kimberly Cristiano	City of Pompano Beach
Jeff Bielling	Alachua County Emergency Management
Lumane P Claude	City of North Miami
Keith Carson	Miami Beach Emergency Management