

Fairfax County Citizen Corps Council  
Meeting Minutes  
Thursday, March 27, 2014  
6:45 – 8:45 pm

The March 27, 2014 meeting of the Fairfax County Citizen Corps Council was held at the Fairfax County Government Center in Conference Room 9-10. Chairperson Karrie Delany called the meeting to order at 6:48 pm with 23 individuals present including members, guests and staff. The initial introductions were completed and a listing of attendees is included with the minutes.

Guest speaker for the meeting was Jim Chandler, Continuity of Operations Manager for Fairfax County who presented an overview of the County's Continuity of Operations Program (COOP). Jim began his presentation with some of the historical events which occurred demonstrating the need for COOP:

- The snow storm, Metro crash and Air Florida crash which occurred on January 12, 1982 which demonstrated the need for multi-agency coordination and response.
- The bombing of the Murrah Federal Building in Oklahoma City, Oklahoma on April 19, 1995 where multiple federal agencies and their services were disrupted through the loss of personnel as well as facilities.
- The H5N1 Pandemic events of 2005-2006 and 2008-2009 where the need for ensuring adequate personnel would be available to continue service with large numbers of employees out sick.

Each of these occurrences generated the need to strengthen the County's resiliency, prioritize mission essential functions, and cross-train essential function/positions. The emergency planning process is done to ensure the ability of public safety personnel, along with agencies such as health, public works, and social services, to coordinate their response abilities to focus on life safety, incident stabilization and property conservation. To further enhance the planning, input from Risk Management addressed workplace safety and Facilities Management developed emergency action plans to address facility maintenance and security. The key to COOP is to follow good business practices that allow for efficient, effective and flexible operations which permit the continuation of essential functions.

The County Executive prioritized mission essential functions through the "What" function or the service performed, "How" the tasks were done and what resources were required, and "WHO" were the staff to ensure the functions continued. The County established goals and strategies to improve daily operations, conduct training and preparedness, partner with non-governmental and service organizations as well as the private sector and business community.

Each agency was required to identify their priorities, strengthen their agency resources, develop alternate locations and train their personnel. Once preparedness and resiliency strategies were in place, exercises were, and continue to be, done to ensure the functionality of the plans. Each agency engages in a tabletop exercise which tests the knowledge of the individuals expected to

carry out the plan when given an emergency scenario, and what appropriate actions are made in order to sustain or restore mission essential functions. At the completion of the exercise, a review is conducted to evaluate the readiness and capabilities of those involved as well as the plan. Appropriate revisions and updates are then made to the continuity of operations plan.

For the community, the key is to be part of the solution through neighborhood planning, and developing partnerships with the various community-based organizations who engage in providing assistance and relief during disasters. Emergency preparedness is everyone's responsibility and a number of different web links such as <http://www.fairfaxcounty.gov/emergency/> were provided.

At the conclusion of his presentation, a question and answer period was conducted after which the Council expressed their thanks to Mr. Chandler for his time and presentation.

### Council Business

Chair Delaney began the business meeting of the Council with a request to approve the meetings of the January 2014 meeting. Motion to approve the minutes was made by Jeff Katz and seconded by Andrew Levy. The motion passed.

### Committee Reports

Outreach: None due to Matt Lyttle being engaged with FEMA exercise

Grants: Al Bass from the Office of Emergency Management advised the Council that DHS has designated 587 million dollars for the FY2014 Urban Area Security Initiative (UASI) program which is a 5 percent increase nationally. The National Capital Region is expected to receive 53 million which is a 2 percent increase over FY 2013 funding. Fairfax County's portion is estimated to be \$306,000 for volunteer and Citizen Corps projects. A summary of grants for the current funding period was completed. Project proposals have been submitted to the regional working group.

Membership: Jim Kirkpatrick has made attempts to contact those affiliated organizations who have not had representation at recent meetings. The organizations include the Fairfax County Council of PTAs, Fairfax County Public Schools Fire and Emergency Medical Sciences Program, Northern Virginia Technology Council, Virginia Alliance of Child Care Associations and The Salvation Army. Jim requested assistance from members of the Council in reaching out to these groups as well as identifying other organizations which should be part of the Council.

### Member Updates

Fire Corps / CERT: Jeff Katz reported having a good response from utilizing the various Board of Supervisors contact listings for events and training sessions. The Community Emergency Response Team (CERT) recently conducted a joint training session with the Medical Reserve Corps (MRC) on handling animals during disaster events. A CERT Jamboree with the Boy Scouts is planned for October 2014 at the Fire and Rescue Academy. Also coming soon

will be a transition to a new volunteer management system (VMS) which will provide a “one-stop shop” for any type of the volunteer activity in Fairfax County. The VMS provides the user with a single-point system to sign up for one organization or more by just following the organization specific questions and requirements. It is expected that the VMS will provide a more realistic picture of the actual number of volunteers who are actively involved and who wish to continue their participation.

**LEPC:** Bowman Olds reported nothing new from the Fairfax Joint Local Emergency Planning Committee (LEPC) which is a good thing. A recent outreach event at the Reston Town Center was very successful. The annual exercise for the LEPC is scheduled to occur this summer.

**FCIA:** Tom Lambiase of Faith Communities In Action (FCIA) reported that the 2014 Summit for Disaster Resiliency was a great success with over 225 people attending including a number of the Citizen Corps Council members. FCIA is looking for chaplains to participate in the next training session of the Fairfax County Volunteer Chaplains so feel free to tell anyone in the ministry about this opportunity to assist and serve.

**VIPS:** Lt. Krause reported that the Volunteers in Police Service (VIPS) are looking for individuals to participate in the Auxiliary Police Officer training which is expected to start in October. An announcement of the program will be sent out at a later date.

**Mason District:** Dr. Sneiderman addressed the Council about the recent water contamination event which had occurred in West Virginia as a result of a chemical mixture release into the Elk River. He suggested having a representative from various utilities provide the Council information on their continuity of operations plans for disaster events. Discussion was also conducted regarding the utilization of having electronic meetings as recent weather events could have reduced the ability of representatives to attend Council meetings. The response from OEM staff was that Virginia Freedom of Information Act requires that the members of the Council actually be physically assembled to conduct or transact public business.

**Neighborhood Watch:** Lt. Fields reported that Frank Vajda and other representatives of the Camelot Community Patrol Neighborhood Watch were recently recognized for having the longest continually running Neighborhood Watch program in Fairfax County with over 35 years of operation. Frank is the coordinator for that organization. A webinar-type training program is being examined for use to enhance the Neighborhood Watch program in Fairfax County. Lt. Fields also reported that he is being promoted and moving to a different assignment so this will be his last meeting with the Citizen Corps Council.

Frank Vajda, Neighborhood Watch representative, reported that National Night Out for this year is scheduled for Tuesday, August 5 and it could be an opportunity to use some of the aspects of the Ready-Set-Know Festival in preparation for that event. Frank attended the planning session for the Festival was encouraged by the involvement of those present.

MRC: Samantha Brann of the Medical Reserve Corps (MRC) reported that they are looking forward to utilizing the volunteer management system which will provide a better grasp of volunteer numbers as well as the level of involvement so many people have participated. The MRC is scheduling a number of training sessions from the “boot camp” basic level course to other more specialized training.

United Way: Lawrence Ewing reported that the United Way has developed an initiative with the National 2-1-1 organization to provide information and referral services to individuals seeking help with food, housing, health care and more. Also, a video contest is being conducted in conjunction with a 24-hour online giving marathon on Thursday, June 19<sup>th</sup>. The theme of this event is “Give Where You Live” and the video contest is aimed to have individuals share a short video presentation telling why people should participate.

Sully District: Chairperson Delaney reported her attendance and participation at the 2014 Summit for Disaster Resiliency on behalf of the Council. Upcoming projects include complying the Council’s annual report which Wes Callender will be spearheading to collect data from each organization for their past year highlights. Also coming up will be the election of Council officers which will occur at the July meeting.

#### Other Council Business

Chairperson Delaney also announced that Rod Bubeck, the Medical Reserve Corps representative for the past 3 years, is moving out of the area and will no longer be on the Council. Rod was one of the original MRC volunteers and a certificate of appreciation has been prepared for him in recognition for his work.

Jim Sobecke, CERT representative, provided an update on the Ready-Set-Know Festival that is planned for September. Jim reported the following:

- SMART goals had been established
- There is a need to engage each of the Supervisory Districts for the event
- More individuals from the Council are encouraged to become involved as there are many different roles and responsibilities that people could be assisting
- The plan is to have approximately 5 different venues with each location providing the same program.
- The next planning meeting is April 21<sup>st</sup> at the Government Center.

Speaker for the May 29<sup>th</sup> meeting will be from the Health Champions group.

There being no further business, the meeting adjourned at 8:45 p.m.

Submitted by Dean Sherick on behalf of Matt Lyttle.

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Name	Organization Represented	Present
Akhtar, Asif	Lee District	
Bass, Al	Office of Emergency Management	X
Bornmann, Al	Mount Vernon District	
Brann, Samantha	Medical Reserve Corps	X
Bubeck, Charles "Rod"	Medical Reserve Corps	
Callender, Wes	Dranesville District	
Cantagallo, Mike	American Red Cross	
Cockayne, John	Fairfax County Federation of Citizens Associations	X
Delaney, Karrie	Sully District	X
Ewing, Lawrence	United Way	X
Field, Timothy	Neighborhood Watch	X
Friend, Tracy	Volunteer Fairfax	
Galliere, Susan	Virginia Alliance of Family Childcare	
Glickstein, Steve	Amateur Radio Emergency Services	
Grapin, Mark	Boy Scouts of America	
Hale, Judith	Salvation Army	
Heppner, Cheryl	Northern Virginia Resource Center for Deaf & Hard of Hearing	
Katz, Jeffrey	Community Emergency Response Team & Fire Corps	X
Kazragis, Whitney	Office of Emergency Management	
Kirkpatrick, Jim	Springfield District	X
Krause, James	Volunteers in Police Service	X
Lambiase, Tom	Faith Communities In Action	X
Levy, Andrew	At-Large	X
Lyttle, Matt	NoVa Regional Voluntary Organizations Active In Disaster	
Mizer, Bob	Braddock District	
Mufti, Adeel	Hunter Mill District	
Nieman, Charlene	CrisisLink	
O'Leary, Bonnie	Northern Virginia Resource Center for Deaf & Hard of Hearing	X
Olds, Bowman	Fairfax Joint Local Emergency Planning Committee	X
Powers, Dana	Community Emergency Response Team & Fire Corps	
Sanders, Jeanne	Volunteer Fairfax	
Sherick, Dean	Office of Emergency Management	X
Sneiderman, Charles	Mason District	X
Sobecke, James	Community Emergency Response Team	X

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<b>Name</b>	<b>Organization Represented</b>	<b>Present</b>
Vajda, Frank	Neighborhood Watch	X
Wheeler, Jennifer	Volunteers In Police Service	X
	Providence District	
	Fairfax Joint Local Emergency Planning Committee	
Beverly Early(sp)	Verbatim Reporting	X
Jonathan Kiell	CERT	X
Jim Chandler	Fairfax County COOP	X
Anita Van de Merve	CERT -	X
Mary Moon	CERT – ARES	X