

Fairfax County Pre-Disaster Recovery Plan (PDRP)

PDRP Steering Committee Meeting no. 8

June 1, 2011; 3:00pm

MPSTOC, rm. 2104/2105

Minutes

Announcements

- Three different recovery groups established for LTR from recent tornado event: Pulaski, Gloucester, and Washington Counties; may want to gain some after-action information from these efforts

A. Welcome and (re)introductions

- Round Table for Organizational updates

B. Updates

- EOP revision update, and implications for PDRP
 - Completed but on the last round of department head approvals
- NOVA Hazard Mitigation revision update
 - No update, still working on man-made hazard component – no date for completion yet

C. Review Previously Discussed Draft Plan Elements

- Long-Term Community Recovery Branch (Ops Section)
 - Hal introduces the framework for this Branch (and plan elements)
 - Recommendation was made for the addition of the Community Services Board as a supporting agency, as well as NOVA VOAD and Volunteer Fairfax
 - Page 7, Item F was called out as a specific item to examine, which is not traditionally part of FEMA best practices, and was included due to the ICS nature of the PDRP
- Section 5-6 of PDRP Basic Plan
 - Tried to keep this section as consistent with EOP and basic ICS
 - Want the plan to operate in reference and not identify position tasking
 - Laid out in detail units and positions not part of traditional ICS, and may be required for recovery
 - Described the differences between these ICS positions in response as opposed to recovery – specifically the Logistics Section

- Confusion was identified regarding edits to the current documents – the current documents will be available for a comment period for the next several weeks
- Comments were made to the ICS Logistics Section regarding Security Unit and Personnel Unit: Security Unit and the Personnel Unit; Hal recommended to dial back these units because they may not be needed, however the desire here was to include all potential standard ICS units
- Comments were made to the Recovery Program Unit regarding who has the authority to establish this unit; Dave explained that the need for this unit would be identified by the Recovery Coordinator or the Finance/ Admin Section Chief based on the need

D. Review New Draft Plan Elements

- Liaison Officer
 - A discussion was had about who would be filling this role
 - Determination was made the it is ultimately OEMs role, however the answer may be identified though the meetings held with regional and state partners
 - Bill Lokey mentioned that it is best to leverage individuals who are already working with economic and planning entities (both public and private)
 - The function of this role and the organizations that must be liaised with is dependent upon the situation
 - Dave identified the County Executive's Office as the most likely staff for this position
 - Bill Lokey mentioned the possibility of temporary non-county hires such as county retirees
 - The need for individual units under this position may be identified as functional implementation for outreach into various sectors (public and private)
 - In the non-disaster context citizens communicate with their individual County board of supervisors members; a concern was raised as to how the recovery policy board would get its information; the recovery policy board deals with public policy, whereas the county board of supervisors would receive information from the public and those board members would relay that information to the recovery policy board; Bill Lokey suggested a clarification of this on the org chart as to how the county board ties into the recovery policy board; there are at least three different ways for individuals to provide input into the recovery agency so how is this streamlined?;The board of supervisors needs to be clued in to the activities of the recovery policy board so that the county board does not make promises that the recovery policy board cannot execute. Dave mentioned that

there should be a phone bank activated in addition to the avenues of public input identified so far.

- The issue was raised as to where the spontaneous volunteer management would be administered; the organizational chart identifying the volunteer resources as becoming a supporting capability confused steering committee participants; Dave indicated that this is being examined in the context of the County EOP update, and may be possible to mimic this procedure for the recovery agency; liability issues were also raised, and must be addressed for spontaneous volunteers; A question was asked about the PIO putting out general calls for resources and a number of avenues were identified for these types of calls for support, the solution was that these can come right out of operations depending on their specificity, otherwise they would be transmitted via the PIO
- Hal laid out how the liaison officer coordinates with organizations like the CAO and WAMATA – using a direct line to the recovery policy board and a dotted line to the liaison officer; he asked the question if there was a need to distinguish between the different types of agencies, organizations, and jurisdictions that the liaison officer would work with; the incorporated municipalities should be considered internal partners to the county operations, however the local mayors will most likely interface with the County board of supervisors
- Legal Officer
 - Hal indicated that the legal officer is not traditionally a part of ICS 101, however it is a necessity given the complex nature of the recovery agency and its mission
 - The county attorney’s office would be the primary agency in this position
- PIO
 - No comments were made on the roles and responsibilities of the PIO
- Safety Officer
 - No comments were made on the roles and responsibilities of the Safety Officer.

E. Next steps

- Intergovernmental coordination meetings in June (NOVA EMs, NVERS, FEMA/VDEM)
 - No comments were made on the upcoming coordination meetings
- Planning Conference
 - Sept 16 Identified as the date and the agenda was discussed
 - Recommendation was made to send out a save-the-date

- Recommendation was made to leverage national preparedness month and the 9/11 anniversary to bolster attendance
- The steering committee will be used in an active role to recruit and publicize the conference
- Next steps of draft completion
 - Drafts for PIO, Legal, Safety, Liaison/ Intergov.
 - Concept discussion of Recovery Coordinator and Recovery Policy Board
- Next SC meeting: Aug. 3

F. Wrap up

- Amanda asked that these comments come back by the 28th and indicated she would send an email reminder