

# Nassau EM Whole Community Working Group

## 12 September 2023 Meeting Minutes

**1030 hrs.** –Introductions – new NCEM Administrative Specialist, Marcia Douglas; new CRS Coordinator for the County, Constance Lake.

### Old Business

- Markers for potential surge/flood depths (locations) – the County’s Storm Water Department has helped EM develop a list of flood-prone locations and EM has been photographing those sites to use as “pre-incident” base-line documentation. Derrick Lindsey and Katie Peay will be able to help further with markers to identify potential surge depths at various locations.
- Marshall Eyerman from the County Manager’s Office provided an update on the status of RFPs for Disaster Debris Management, Disaster Recovery Services, and an All-Hazards Incident Management Team PIO: the Disaster Debris and Recovery solicitations have made it through the competitive phase but contracts have not yet been awarded; the Public Information Officer contract was awarded to an out-of-state company that will also conduct a gap analysis to help the County examine and improve their non-emergency public communications.

### Standing Business

- Local Hazard Mitigation – no additions, deletions, or changes to the ranked order proposed at this time; Hazard Mitigation Grant Program (HMGP) funds have been allocated by the government for both Hurricanes Ian and Nicole – the County can apply for the allocated funding to conduct any of the listed projects. Stormwater applied for Hurricane Ian HMGP funding for their Thomas Creek project.
- Funding Opportunities – If the \$75,000 of Hurricane Nicole HMGP funds allocated for Nassau is not claimed for a local hazard mitigation project, it will be re-allocated to another Florida county. FDEM is providing Technical Assistance for all HMGP applicants – Deadline for technical assistance for Hurricane Nicole HMGP applicants is September 22<sup>nd</sup>; Deadline to submit Hurricane Nicole HMGP project proposals is October 20<sup>th</sup>

### New Business

- Hurricane Idalia Hot Wash – attendees were reluctant to comment in this forum on things that went well and things that could be improved; they were advised that they can add their observations and suggestions (without their names being displayed for others to see) in the WebEOC After-Action board for this incident. In addition to national Lessons Learned and Best Practices reports, this is where EM gets ideas for local process improvements. The AAR/IP will include this input.

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- Training & Exercises – County employees’ FQS skills survey had a response rate under 15% and verified that very few personnel are fully qualified for positions on the EOC’s Incident Management Team:
  - “You Don’t Know What You Don’t Know” – a common problem is individuals get assigned to IMT positions based upon blue-skies titles; IMT may have similar titles but different responsibilities, so position-specific training and practice are important to develop an understanding of IMT’s expectations for each position. There is an IMT Handbook that details what to expect during an activation of the EOC – all personnel should review the IMT Handbook upon activation. A copy will be provided with the Mission Number when each human resource is requested for the IMT.
  - How & Where to get information needed during an incident – training the right people to fill IMT General Staff and supervisory positions is important; although we are using WebEOC to document the plans and decisions made during an incident, that doesn’t preclude people from talking to individuals in other Sections to get information; knowing what information is in WebEOC will streamline operations. NCEM is creating a WebEOC video to accompany the WebEOC Handbook that should make finding and documenting information in WebEOC easier during an incident. NCEM is also improving its SitReps and public-facing website.
  - Position-Specific Expectations – incident communication and reporting lines among EOC IMT members still confuse new personnel, but checklists have been developed to ensure anyone filling a position in the EOC during an activation knows what they are expected to do, which data they need to collect and how to get it, what documentation they need to produce, and in which meetings they need to participate. This hurricane season is the first time we have used these checklists and they proved very helpful. We have gotten by and made it work up to now but our IMT members should be ready to move up to the next level.
- Stakeholder Preparedness Review will be completed and submitted to the FDEM before the end of the year. Each County Department should also have updated their Continuity of Government Operations Plans, trained their staff, and practiced the plan at least once by year-end.

**Questions / Concerns – none.**

**11:10 hrs.** – Adjourn – Next Whole Community EM Working Group Meeting will be December 12<sup>th</sup> at 1030 hrs.