



Federal Emergency Management Agency

Region X
Federal Regional Center
130 228th Street, S.W.
Bothell, WA 98021-9796

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MEMORANDUM FOR: Northwest Regional Interagency Steering
Committee Members
FROM: *Tammy Doherty*
Tammy Doherty, RISC Chairman
SUBJECT: RISC Minutes and Information Regarding
Next Meeting

Attached are the minutes from the meeting held on August 20, 1992. I regret that we didn't have more State participation, but I still felt the meeting was very productive.

Also attached is an updated Notification Roster and the revised Work Plan. Both have been revised to reflect changes in ESF #2, Communications.

As decided at our last meeting, I will try to schedule the next RISC Meeting in Boise, Idaho, so that we have the opportunity to meet our Idaho State counterparts and begin coordination. At the same time, we are hoping to visit the Boise Interagency Fire Center to get a better handle on what resources they have available. The meeting will be held in November and should last three days. As soon as the date has been set, I will let you know.

A representative from each ESF should be prepared to brief the State on their portion of the Federal Response Plan. The Headquarters Annex Planners have been working on formal presentations to be used for this purpose. I have requested a copy of all presentations from the contractor who is doing the final product. However, you may already have a briefing prepared that you would rather use. Either is fine with me. Just let me know if you need the copy that I will be receiving.

It is important that all ESF's be represented at this meeting. When your Headquarters Annex Planners were tasked with developing these presentations, they indicated that regional ESF representatives should deliver the material, instead of FEMA staff. Please let me know as soon as possible if there is a problem having an ESF representative at this meeting.

As soon as we get more specific information, I will let you know. If you have any questions, please call me at (206) 487-4737.

Attachments

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PDR ORG EUSFEMA
PDR PDR

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Puget Sound Interagency Steering Committee Meeting

August 20, 1992

Camp Murray, Washington

The RISC meeting began at 9:00 a.m. with approximately 25 participants attending. The main purpose of the meeting was to enable Federal ESF Leaders to meet with their State counterparts to discuss actions taken after Response 91B. Since there were only three State representatives attending, this coordination was not accomplished and the meeting was completed within one day.

Update Since Response 91B

Joel Aggergaard, from the WA State Division of Emergency Management, briefed the group on what the State has been doing since Response 91B. Improvements include additional communications capabilities being added; developing a Survivable Crisis Management concept paper; changing their sheltering strategy to be more realistic and utilizing the Red Cross shelters; updating their resource listings, etc.

Individual ESF Updates

ESF Leaders were asked to provide updates of what they had been working on. All ESF's were represented except ESF #4, Firefighting, and ESF #12, Energy.

ESF #1, Transportation

- Several National meetings and workshops are being held around the country focusing on ESF #1 responsibilities under the FRP.
- The draft ESF #1 Annex is currently being reviewed and will be out for comments within the next two weeks.

ESF #2, Communications

- The ESF Leader has recently retired and no one else has been designated as Lead.

ESF #3, Public Works

- Several National workshops are being conducted to educate COE staff and other agency personnel on ESF #3 responsibilities under the FRP.

ESF #4. Firefighting (Not represented)

ESF #5. Information & Planning

- Currently working on the Information & Planning section of the Regional Response Plan.

ESF #6. Mass Care

- Red Cross is completing their reorganization. A full-time representative has been assigned to the Bothell FRC. She will be working more with the State and Federal agencies instead of the local agencies.

ESF #7. Resources

- Currently in the process of identifying resources for use in emergencies.
- She mentioned that regulations have recently changed that allow the Red Cross to use GSA services in disaster situations.

ESF #8. Health & Medical

- A National task force has been convened to develop their annex. The draft should be available by late September.
- Regions are being given communications equipment in support of the FRP.
- ESF #8 has been partially activated several times during the past year which has been good training.
- ESF #8 is extensively involved in both the NDMS and the FFE-3 exercises coming up.

ESF #9. Urban Search & Rescue

- FEMA and DOD are involved in training all the task forces to perform their responsibilities.

ESF #10. Hazardous Materials

- National has recently developed an annex for all Regions that places the emphasis on the National Contingency Plan and using the RRT in conjunction with the FRP.
- EPA is currently working on their backup Region concept.

ESF #11, Food

- Currently working on their annex.

ESF #12, Energy (Not represented)

Status of ESF #2 Communications

Denny Jenkins, FEMA, MERS Unit, briefed on some of the actions that FEMA is taking to ensure communications will be available between the ROC and the State EOC. He indicated that he will continue to move forward with the communications planning until a new ESF Leader is designated. He will try to determine what agencies have, who the ESF staff will need to talk to, etc. and begin developing a comprehensive communications plan.

Revised ESF #5 Briefing

Greg Polt, ESF #5 Leader, distributed the newly revised ESF #5 Annex and briefed on what the differences were from the previous annex.

New Initiatives During Shaker III

Tammy Doherty briefed the group on some of the different ideas tried during Shaker III. These included a slightly different ERT structure and use of staff from other agencies until FEMA arrived. She also shared a copy of the After-Action Report with the group.

Information Items

The following information items were shared and discussed:

- Status of FRP - The Director signed the forward to the FRP on August 14 and the FRP is being printed. Distribution should be within the next month.

- Idaho Orientation - Tammy Doherty made a presentation to the Bureau of Disaster Services staff in Idaho on August 10. This was an initial orientation to acquaint BDS staff with the FRP.

- RISC Name Change - It was recommended that the name of the RISC group be changed to incorporate the States of Oregon and Idaho. It was agreed the name would be "Northwest Regional Interagency Steering Committee."

- Financial Management Annex - Copies of the new Financial Management Annex were distributed. Tammy indicated she would be attending a meeting concerning this Annex on September 24 and asked that any questions or comments about the Annex be forwarded to her prior to that date.

Workplan Items

- Tammy Doherty distributed updated Notification Rosters and asked that she be advised of any changes as soon as possible. She reminded ESF Leaders to ensure their Notification Rosters for their Support Agency staff were also up-to-date.

- Tammy indicated that Notification and Deployment procedures were being drafted for inclusion in the Regional Response Plan. Once completed, they will be distributed for comments.

- Agreement was reached on finalizing the workplan.

Other Items

- There was discussion about how to keep the group informed of upcoming training and exercise events being held by the different agencies. Tammy will try to develop a calendar that can be distributed periodically to all RISC members.

- Based on the lack of State participation in the RISC Meeting, Tammy recommended that ESF Leaders make contact with their State counterparts on an individual basis and not rely on the RISC Meetings for that interaction.

- It was recommended and agreed that the next RISC Meeting be held in Boise, Idaho, in November. By then, the State counterparts will have been identified and the RISC group can provide training to the State about the FRP. This will allow ESF Leaders to meet their counterparts and begin the coordination process. Tammy will also try to schedule a tour of the Boise Interagency Fire Center so the group can become familiar with BIFC's resources.

The meeting adjourned at 3:00 p.m.

SIGN-IN ROSTER

PUGET SOUND
AUGUST 20, 1992

| Name | Phone & FAX | Organization/Address |
|-------------------------------------|---|---|
| CHARLES E. SMITH USPHS, REGION X | 206-553-0502 206-553-0757 FAX | 2201-SIXTH AVE M/S BX22 SEATTLE, WA 98121 |
| MR James Kane | (206) 967-3769/4942 (206) 967-7877 (FAX) | U.S. Army / Commander I Corps & Fort Lewis ATTN: AFZH-PTM-OP Fort Lewis, WA 98433-5000 |
| MR John Habraken | (206) 524-3325/6 (206) 526-3648 FAX DSN 941-3325/6 -3648 | COMNAVBASE SEATTLE 7500 SAND POINT WAY NE CODE N381 SEATTLE, WA 98115-5012 |
| Kenny Dickert | (206) 487-4267 (206) 487-4707 (fax) | Ferna, LX 130 - 228th St. SW Burke, WA 98021-9796 |
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SIGN-IN ROSTER

PUGET SOUND
AUGUST 20, 1992

| Name | Phone & FAX | Organization/Address |
|---------------------|--------------------------------|--|
| Larsen, Michael Jr | 206 931 3959 (Fax) 931 3946 | DOC 3805 C ST SW DOOR 49 Bldg 5 Auburn WA 98001-7401 |
| Vollmer, John | 206 581-8976 581-8978 | WA Mil Dept Civil Support DCSOPS-C3 Camp Murray Trenton WA 98430-5060 |
| Carlson, Albert E | (206) 984-8769 581-8337 FAX | WA Mil Dept Military Support DCSOPS - MS Camp Murray Trenton WA 98430-5060 |
| Henderson, Donald K | (415) 561-4701 561-5567 FAX | HQ 6th Army ATTN: AFMC-OP-P. WR Presidio of San Francisco CA 94129 -7000 |
| John Figler | 404-488-7100 FAX- 488-7107 | Centers For Disease Control 1600 Clifton Rd MS F-38 ATLANTA, GA. 30333 |
| Larry Moore | (206) 487-4743 | FEMA Region IX Disaster Assistance Programs 130 228th Street SW Bothell, WA |

SIGN-IN ROSTER

PUGET SOUND
AUGUST 20, 1992

| Name | Phone & FAX | Organization/Address |
|--------------------|---|---|
| Ratti Lannetti | 206 931 7023 206 931 7203 FAX | GSA 9FBS-10 400 1st St SW Auburn WA 98001 |
| BENNIE WALTHALL | 915 2nd AVE. 206 553-0949 206 553-4883 FAX | U.S. DOT 915 2nd AVE - RM #3590 SEATTLE, WA 98102 98174 |
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SIGN-IN ROSTER

PUGET SOUND
AUGUST 20, 1992

| Name | Phone & FAX | Organization/Address |
|-------------------|---------------------------------------|--|
| MARYLOU P. RIVERA | (206) 323-2345 Fax: (206) 325-8211 | American Red Cross Seattle - King County 1900 25th Ave S. Seattle, WA 98144 |
| TERRI GILES | " " | " AMERICAN Red Cross " |
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SIGN-IN ROSTER

PUGET SOUND
AUGUST 20, 1992

| Name | Phone & FAX | Organization/Address |
|-----------------|--------------------------------------|---|
| Greg Polt | 206 487 4752 487 4707 | FEMA R-X 130-228th St SW Bothell, WA 98021 |
| Denny Jenkins | 206 487-4420 | FEMA/MERS 130 228th St SW Bothell, WA 98021 |
| Allan Josue | (206) 923-4933 Fax (206) 438-7395 | Washington State Emergency Mgmt Div 4220 E. Martin Way Olympia, WA 98504 |
| Ther Bresenhan | (206) 553-7410 | USDA, FOOD + NUTRITION SERVICE 700 5TH AVENUE, SUITE 2780 SEATTLE, WA 98104 |
| Joel Aggergaard | (206) 923-4972 438-7395 | Wash. State DCD/EMD 4220 E. Martin Way Olympia, 98504-8346 |
| | | |

SIGN-IN ROSTER

PUGET SOUND
AUGUST 20, 1992

| Name | Phone & FAX | Organization/Address |
|-------------------------|--------------------------------------|--|
| ANDY MERGET | (206) 553-0279 FAX (206) 553-0175 | U.S. E.P.A. (HW 114) 1200 SIXTH AVE. SEATTLE WA. 98101 |
| LEE EASTWOOD | (206) 764-2267 FAX (206) 764-2108 | VAMC 1660 S. COLUMBIA WA SEATTLE, WA. 98108 |
| ROY MILLER LCDR, USN | (206) 553-5830 FAX (206) 553-0842 | THIRTEENTH COAST GUARD DISTRICT / DOT |
| PAUL KOMAROSKE et | 206 764-3406 FAX X3319 | US Army Corps of Engineers |
| | | |
| | | |

EMERGENCY SUPPORT FUNCTION (ESF) LEADERS
NOTIFICATION ROSTERS

When using either the Puget Sound or Alaska Emergency Support Function (ESF) Call Down lists for non-duty hour emergencies, the following order should be followed:

1. Use the 24-hour number given (unless it is for a cellular phone).
2. If there is no 24-hour number given, use the ESF Leader's home telephone number.
3. If the ESF Leader doesn't answer, use the Alternate's home telephone number.

NOTE: THE INDIVIDUALS WHOSE HOME TELEPHONE NUMBERS APPEAR IN THIS ROSTER HAVE GRANTED AUTHORIZATION FOR THE INCLUSION OF THEIR HOME TELEPHONE NUMBER. THESE HOME PHONE NUMBERS ARE PROTECTED BY THE PRIVACY ACT, AND ARE TO BE USED FOR OFFICIAL PURPOSES ONLY. ANY OTHER USE OR DISSEMINATION OF THE HOME TELEPHONE NUMBERS IS PROHIBITED WITHOUT THE CONSENT OF THE INDIVIDUALS. THE HOME TELEPHONE NUMBERS ARE NOT TO BE GIVEN TO ANY OTHER PERSON WITHOUT THE INDIVIDUAL'S CONSENT, AND THEY MUST BE DELETED PRIOR TO PUBLIC RELEASE.

NOTIFICATION ROSTER-PUGET SOUND

____ESF: 01 BENNIE WALTHALL
OFF: DOT REG EMER TRANS REPRESENTATIV SEATTLE WA 98174
DUTY PH: (206) 553-0949 24HR: (206) 553-5886
FAX PH : (206) 553-5053 FAX VER:(206) 553-0949
HOME PH: (206) 337-3870 BEEPER: 998-8303
ADDR: 2929 90TH STREET S.E. EVERETT WASHINGTON 98208

____ESF: 03 GORDON TAXER
OFF: COE NAT'L DISASTER MGR PORTLAND OR 97208-2870
DUTY PH: (503) 326-6865 24HR: (503) 326-6865
FAX PH : (503) 326-4105 FAX VER:(503) 326-4100
HOME PH: (503) 628-1889 BEEPER: N/A
ADDR: 20170 S.W. MOUNTAIN HM ROAD SHERWOOD OREGON 97140

____ESF: 04 JOHN ROBERTS
OFF: USDA, FS PORTLAND OR 97208
DUTY PH: (503) 326-2931 24HR: (503) 326-7405
FAX PH : (503) 326-5186 FAX VER:(503) 326-2931
HOME PH: (206) 253-9816 BEEPER: (503) 784-0353
ADDR: 14238 N.E. 119 ST. BRUSH PRAIRIE WA 98606

____ESF: 05 GREG POLT
OFF: FEMA, R10 TECH SERVICES BR CHIEF BOTHELL WA 98021-9796
DUTY PH: (206) 487-4752 24HR:
FAX PH : (206) 487-4707 FAX VER:(206) 487-4710
HOME PH: (206) 641-4763 BEEPER:
ADDR: 841 135TH AVENUE N.E. BELLEVUE WASHINGTON 98005

____ESF: 06 YANAH T. THOMAS
OFF: ARC DISASTER PREP SPECIALIST BOTHELL WA 98021-9796
DUTY PH: (206) 487-4749 24HR:
FAX PH : (206) 487-4707 FAX VER:(206) 487-4710
HOME PH: (206) 502-8901 BEEPER:
ADDR:

____ESF: 07 BERNIE KUEHN
OFF: GSA, FSS GSA/FSS (9FBS-10B) AUBURN WA 98001
DUTY PH: (206) 931-7516 24HR: (206) 931-3098 (CELLULAR)
FAX PH : (206) 931-7203 FAX VER:(206) 931-7516
HOME PH: (206) 271-1082 BEEPER: N/A
ADDR: 2110 ANACORTES AVE. N.E. RENTON WA 98059-3824

____ESF: 08 MIKE STREET
OFF: DHHS, PHS DIR DIV PREV HEALTH SERVICES SEATTLE WA 98121
DUTY PH: (206) 553-0502 24HR:
FAX PH : (206) 553-0757 FAX VER:(206) 553-0502
HOME PH: (206) 747-9647 BEEPER:
ADDR: 16726 S.E. 31ST BELLEVUE WA 98008

____ESF: 09 DON HENDERSON
OFF: PRESIDIO OF SF CA 34123-7000
DUTY PH: (415) 561-4701 24HR: (415) 561-5671/72/73 (EOC)
FAX PH : (415) 561-5567 FAX VER:(415) 561-4701
HOME PH: (415) 584-4367 BEEPER: N/A
ADDR: 185 LIPPARD AVE. SAN FRANCISCO CA 94131-3211

NOTIFICATION ROSTER-PUGET SOUND

____ESF: 10 JAMES EVERTS
OFF: EPA CHIEF, EMERGENCY RESPONSE SEATTLE WA 98101
DUTY PH: (206) 553-1677 24HR: (206) 553-1263 (DUTY OFF)
FAX PH : (206) 553-0175 FAX VER: (206) 553-1090
HOME PH: (206) 842-4089 BEEPER: N/A
ADDR: 5638 OLD MILL RD. NE BAINBRIDGE IS WA 98110

____ESF: 11 THOR BRESEMAN
OFF: USDA, FNS USDA, FNS SEATTLE WA 98104-5080
DUTY PH: (206) 553-7410 24HR: N/A
FAX PH : FAX VER:
HOME PH: (206) 271-2826 BEEPER: N/A
ADDR: 17015 - 137TH PL. S.E. RENTON WA 96058

____ESF: 12 JACK WAGNER
OFF: DOE WASH DC 20585
DUTY PH: (202) 586-9325 24HR: (202) 586-8100 (EOC)
FAX PH : (202) 586-1737 FAX VER: (202) 586-9325
HOME PH: (703) 780-6229 BEEPER: N/A
ADDR: 4207 SCOTLAND RD. ALEXANDRIA VA 22309

____ESF: 19 JAMES F. SCHOONOVER
OFF: DOD, DCO/COL FT. LEWIS WA 98433
DUTY PH: (206) 967-2685, 263924HR: (206) 967-2979, 7188 (DUTY OFF)
FAX PH : FAX VER:
HOME PH: BEEPER: N/A
ADDR:

NOTIFICATION ROSTER
ALTERNATES - PUGET SOUND

| ESF_NO | FIRST_NAME | LAST_NAME | OFFICE_PHN | HOME_TELE | NONDUTY_PH |
|--------|------------|--------------|----------------|----------------|---------------------------------|
| 01 | ONCALL FOR | WALTHALL | | | (206) 553-5886 |
| 03 | FRANK | MAZURKIEWICZ | (503) 326-4100 | (206) 254-9336 | |
| 03 | ROBERT E. | NEWBILL | (206) 764-3406 | (206) 483-6771 | |
| 04 | JIM | BRAIN | (206) 744-3550 | | |
| 06 | ONCALL FOR | THOMAS | | | (800) 879-1870 |
| 07 | DON | BEEDLE | (206) 931-7119 | (206) 525-5164 | (206) 369-1048 (CELL) |
| 08 | CHARLES | SMITH | (206) 553-0502 | (206) 232-6873 | |
| 08 | JAY | PAULSEN, MD | (206) 553-0430 | (206) 642-2535 | |
| 09 | ONCALL FOR | HENDERSON | | | (415) 561-5671/72/73 |
| 10 | ONCALL FOR | EVERTS | | | (206) 553-1263 |
| 11 | KAREN | HOWARD | (415) 705-1355 | (510) 376-7171 | |
| 12 | DENNIS | TAILLIE | (202) 586-3371 | (703) 521-5172 | |
| 19 | ONCALL FOR | SCHOONOVER | | | (206) 967-2979, 7188 (DUTY OFF) |

NORTHWEST STEERING COMMITTEE WORK PLAN

FISCAL YEAR 92 & 93

The following activities outline the work priorities, milestones, and continuing elements proposed for the Federal Response Plan planning effort in the Northwest RISC area.

This Work Plan will continue to evolve as work items are scheduled or other milestones added. We will update the Work Plan on a quarterly basis.

MAY 1992

- * Quarterly RISC Meeting (May 11, Bothell, WA)
 - RISC Group Structure
 - Work Plan Development
 - Response 91-B Corrective Actions
 - * Update Directory of Contacts/Rosters
(Doherty & ESF Leads; completion date: 8/30/92)
 - * Update Notification/Deployment Procedures
(Doherty; draft completion date: 9/30/92;
final completion date: 10/30/92)
-

JUNE 1992

- * Assess Transportation Needs
 - ERT-A
 - ERT
(Walthall; final completion date: 9/30/92)
-

JULY 1992

- * Begin Regional Response Plan Development
 - Basic Plan
(Doherty; draft completion date: 10/30/92
final completion date: 12/30/92)
- * Work with the State on Federal/State Interaction
(Doherty; ongoing)
- * Update Work Plan
(Doherty; as needed)

AUGUST 1992

- * Quarterly RISC Meeting (August 20-21, Olympia, WA)
 - ESF # 5 Briefing
 - Shaker III Briefing
 - Financial Management Policy
 - * Continue Regional Response Plan Development
 - ESF Interfaces
 - ESF Supplements
 - (ESF Leads; draft completion date: 12/30/92
 - final completion date: 2/28/93)
 - * Provide Overview of FRP to Idaho
 - (Doherty; briefing scheduled: 8/10/92)
-

SEPTEMBER 1992

- * Begin Developing Communications Plan
 - Assess Needs
 - (Jenkins; final completion date 11/30/92)
 - * Identify Resources to Meet Transportation Needs
 - (Walchall; final completion date: 12/30/92)
 - * Provide Overview of FRP to Oregon
 - (Doherty; briefing scheduled: 9/14/92)
-

OCTOBER 1992

- * Continue Communications Plan Development
 - ROC & DFO Interface
 - (Jenkins; draft completion date: 1/30/93;
 - final completion date: 3/30/93)
 - * Issue Final Regional Response Plan with ESF Interfaces
 - (Doherty; final completion date: 4/30/93)
 - * Update Work Plan
 - (Doherty; as needed)
 - * Determine Equipment & Material Needs
 - Assess needs of all ESF's
 - (Kuehn; final completion date: 1/30/93)
-

NOVEMBER 1992

- * RISC Meeting (Date TBD; Boise, ID)
FRP Overview & ESF Briefings to State
representatives
Tour of Boise Interagency Fire Center (tentative)
 - * Begin Working With WA State on EOC Problems
(Doherty; Ongoing)
 - * Resolve Financial Management Issues
(Doherty; final completion date: 12/30/92)
-

DECEMBER 1992

- * Issue Written Transportation Guidance (SOP) for ERT-A &
ERT
(Walthall; final completion date: 1/30/93)
 - * Work with WA State on Plan Interface with Regional
Response Plan
(Doherty; ongoing)
-

JANUARY 1993

- * RISC Meeting (Date TBD; Bothell, WA)
Training Re Mobilization & Staging Areas
 - * Continue Assessing Transportation Needs
Moving Equipment & Supplies
(Walthall; final completion date: 3/30/93)
 - * Continue Assessing Equipment & Materials Needs for All
ESF's
Pre-identify resources
Pre-arrange for procurement
(Kuehr; final completion date: 3/30/93)
 - * Update Work Plan
(Doherty; as needed)
-

FEBRUARY 1993

- * Begin Development of SOP's & Checklists
(ESF Leads; final completion date: 4/30/93)
 - * Work with Region IX Regarding FRP Backup
(Doherty; Ongoing)
 - * Issue Written Communications Guidance (SOP) for ROC & DFO
(Jenkins; final completion date: 4/30/93)
-

MARCH 1993

- * RISC Meeting (Date TBD; Salem, OR)
 - * Determine Resource & Facilities Needs
Assess Needs of All ESF's
(Kuehn; final completion date: 5/30/93)
-

APRIL 1993

- * Update Workplan
(Doherty; as needed)
 - * Begin Work on Oregon Exercise
(Doherty; ongoing)
-

MAY 1993

- * RISC Meeting (Date TBD; Bothell, WA)
 - * Continue Assessing Resource & Facilities Needs
for all ESF's
Pre-identify resources
Pre-arrange for use
(Kuehn; final completion date: 7/30/93)
-