

**Indiana Department of Homeland Security  
Indiana Emergency Management/Homeland Security Higher Education  
Advisory Board Meeting Minutes**

May 18, 2007

10am – 2pm

Room 013, Sease Wing (Lower-Level) Krannert Memorial Library  
University of Indianapolis  
Indianapolis, Indiana

**Special Presentations:**

- Tour and Demonstration of the new training facility, Digital Multimedia Evidence Procession Lab, located at the University of Indianapolis.

**Meeting:**

1. Call to Order by Chairman Tom Christenberry. Other members present: Brad Thatcher, Amy Lindsey, Dave Tate, Joseph Bell, Kevin Slates, Don Wilson, Janet Archer, Lee Ann Wambach, Tim Faulk, Dan Burgei. New to the group, Mike Taylor from Prairie Quest Consulting, Lou Caprino from Vincennes University as a new faculty member.
2. Reading & Approval of Minutes – Lee Ann Wambach, Secretary  
Advisory Board Meeting (3/16/07) Wilson, Faulk approved
3. Report of the Officers, Boards, & Committee Reports
  - a. Standing Committees
    - i. Conference – Dave Tate, Chair  
October 10 – 11 Hilton North w/EMAI  
Amy Lindsay reported that a conference coordinator has now been chosen with contract to be completed this month. This will be a 4-year contract\* to plan process of conferences, leaving us to focus on conference content, agenda, speakers, etc. (*Amy Lindsey corrected – contract length is 2 years with renewal option for up to 4 years*). Dave Tate submitted a written report, including the finalized schedule. Conference schedule is set, rooms and meals are arranged, panels and speakers chosen. Dave is still concerned about notifying academic programs, students, corporate contacts and vendor prospects. Tom will follow up.  
Poster session will provide prizes and ask students to submit an abstract and perhaps publish as a collection.  
Tom distributed a draft of “Save the Date” to be finalized and distributed.  
J. Archer asked about presenting survey results during the conference. The ad hoc committee – Kevin, Janet, Joe, Brad - will use IDHS license for SurveyMonkey\* to create an online survey on preparation level of alumni and professionals. (*Amy Lindsay correction- “Zoomerang” is the software product used.*)

- ii. Education, Training & Curriculum Development – (To Be Filled)
  - iii. Curriculum – Chair Dave Tate reported that Ball State will offer a minor in homeland security. Francine Friedman & Thad Godish have been working on this –we should reach out and meet with Ball State folks get involved  
Dave will update list of courses offered at Indiana institutions and verify throughout the state.  
Illinois now has a certificate program in EM and Business Continuity – on-line through U of I in Chicago. Contact is Margaret Larson
  - iv. Campus Safety & Emergency Preparedness – Dean Larson & Don Wilson, Co-Chairs  
Don reported – recently met at Rose-Hulman spoke to Verizon about how to maintain phone banks through a double repetitive system – looking for ways to close campus and yet continue instruction. Next meeting scheduled for July 24. This committee has a track at October conference.  
Brad reported on IDHS response to recent violence at Virginia Tech. They held a meeting in May – will use our committee to continue dialog and will create separate pages for campus security information-secure and unsecured on the IDHS website. Also researching training – Joe Bell distributed course listing of campus security topics and classes – considering a day of training for individuals at executive-level on campus – 4-hr block to address leadership and planning - choices of delivery, etc. July 23 – upper level officers of all institutions will be invited by IDHS Director Dietz.
- b. Ad-hoc Committees
    - i. By-Laws
    - ii. Membership

#### 4. Unfinished Business

- c. Status of: EM & Homeland Security Course approval & accreditation – Dave Tate Indiana chosen to participate in exercise Muscatatuck – largest full-scale exercise in US – IDHS – IN – designed to stress Dept of Defense and & military to provide support to civilian authorities – replicated detonation of nuclear device in Indy area – physically responded to disaster. This large-scale training exercise lends to the leadership that Indiana is providing.
- d. Status of: “White Paper” – Brad Thatcher and Dave Tate – plan to make case for permanent funding of this group as a line item out of IDHS.
- e. Status of: “Poster Project” for Conference – Lee Ann Wambach will revise guidelines and application and distribute to board members. The application will include an abstract. She needs the database of past conference attendees from Dave for a wider distribution of poster session information.
- f. Update/Status of: IDHS – Brad Thatcher/Amy Lindsey

Reminder of the EMI conference in June and encouraged members to attend. Offered information on July 9-12 University of Colorado Natural Hazard Conference – Socioeconomic issues of disasters. Also concerned that our meeting minutes are posted 2-months afterwards

Motion that meeting minutes sent as a draft to current voting members and attending guests for approval within one week, approval with a deadline for approval of 5 business days – then posting on web-site and additional notice to members. 2<sup>nd</sup> Thatcher - Carried

Amy will be speaking to the National Training and Exercise Conference about why a partnership with higher education is important. The following ideas were offered:

Developing human capital – mutual mission – Leverage public resources – facilities, materiel & technology, etc. – research to develop knowledge base – measure effectiveness of organizations – combination of field experience and academic preparation for real jobs, etc.

Brad reminded us to look at the IDHS web-page – this is being revised for easier navigation. [www.in.gov/dhs](http://www.in.gov/dhs) – committees & boards

Membership – Tom Christenberry is concerned about attendance – has been limited to one representative from each institution. Additional participation is desired and accepted, especially by corporate and non-profit organizations. Dave Tate suggested calling absentees – or a survey to non-attenders or having a meeting program that would draw to the specific subject matter presenting. Fall conference is good opportunity to recruit new members, develop a packet of information or drive to web-site. Add Indiana Wesleyan to distribution list.

g. By-Laws – Tom Christenberry is reviewing.

## 5. New Business

- a. Selection of location for next Advisory Board meeting 7/20/2007  
University of Southern Indiana (Lee Ann Wambach) other dates:  
9/21/2007 at Vincennes (Dan Burgei) and 11/16/2007 at the Indiana Government Center
- b. New Projects and Initiatives – Tom Christenberry
  1. Programs/Projects presented during Advisory Board Meetings
    - a. Ex: Law Enforcement Television Network – Homeland One
    - b. Ex: DOJ/NIJ Technology Working Group

6. Tom distributed a CD of “Incident Commander” as a training tool – simulating NIMS

7. Tom distributed a draft of an invitation to the fall conference.

8. Adjournment