

## SENIOR ADVISORY COMMITTEE MEETING

WebEx Meeting

**Stephen Cox – Chair**

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### **Meeting Minutes**

April 17, 2020 at 1:00 p.m.

#### **Members Present:**

Barnes, Tracey – Indiana Office of Technology Executive Director  
Beier, Bernie – Allen County Homeland Security Director  
Brown, John – Indiana Department of Homeland Security Planning, Training, Exercise, & Grants Director  
Cain, Steven – Purdue University Extension Manager  
Cox, Stephen – Indiana Department of Homeland Security Executive Director  
Elcesser, John – Indiana Non-Public Education Association Executive Director  
Fay, Sally – Integrated Public Safety Commission  
Johnson, Phil – University of Notre Dame  
Turner, Larry – Indiana State Police  
Wilson, Michael – Warsaw-Wayne Fire Department Chief

#### **Members Absent:**

Kaufmann, Dr. Michael – Indiana Department of Homeland Security EMS Director

#### **Also in Attendance:**

Cosner, Rachel – Indiana Department of Homeland Security  
Carver, Amanda – Indiana Department of Homeland Security  
Hosick, David – Indiana Department of Homeland Security  
Martinez, Emily – Indiana Department of Homeland Security (Minute Taker)  
Rogowski, Peri – Indiana Department of Homeland Security  
Whitham, Jonathan – Indiana Department of Homeland Security  
Snyder, Kimberly – Indiana Department of Homeland Security

### **Call Meeting to Order and Membership/Quorum**

Stephen Cox, Indiana Department of Homeland Security (IDHS) Executive Director called the Senior Advisory Committee (SAC) meeting to order at 1:00pm. Roll call was taken, and it was determined that there was a quorum.

### **Teams Channel**

Rachel Cosner, new IDHS State Homeland Security Program (SHSP) Grant Manager, reviewed the new SAC Microsoft Team. Within the SAC Microsoft Team there are five channels: General, Federal Grant Information, SAC Communications, SAC Minutes and Charter, and SHSP 20 Priority Funding Applications. If members have any questions they can reach out to Rachel.

### **Review Communication Voting Policy**

Jonathan Whitham and Kim Snyder reviewed the proposed communication voting policy. This policy will allow up to 50% telephonic participation during normal operations for SAC members. This policy will take affect after the Stay at Home Executive Order is lifted.

### **Motion:**

Phil Johnson motioned to adopt the proposed communication voting policy. The motion was seconded by John Brown. A roll call vote was held, and the motion passed unanimously.

### **All in Favor:**

Barnes, Tracey  
Beier, Bernie  
Brown, John  
Cain, Steven  
Cox, Stephen  
Elcesser, John  
Fay, Sally  
Johnson, Phil  
Turner, Larry  
Wilson, Michael

**Opposed:** NA

### **Approve Minutes from September 27, 2019 meeting**

Kim Snyder presented the September 27, 2019 SAC meeting minutes for approval.

### **Motion:**

John Brown motioned to approve the meeting minutes from the September 27, 2019 SAC meeting. The motion was seconded by Phil Johnson. A roll call vote was held, and the motion passed unanimously.

### **All in Favor:**

Barnes, Tracey  
Beier, Bernie  
Brown, John  
Cain, Steven  
Cox, Stephen  
Elcesser, John  
Fay, Sally

Johnson, Phil  
Turner, Larry  
Wilson, Michael

**Opposed:** NA

### **Recommendation for New Members**

SAC members should email Rachel Cosner any recommendations for new members. Steven Cain has reached out to Jim Pirtle, Sullivan County EMA Director, about the possibility of joining the SAC.

### **Approval of 2020 SAC Charter**

Kim Snyder presented the 2020 SAC Charter. Ms. Snyder highlighted the differences from the 2019 Charter and explained that all members must sign. Members may electronically sign the 2020 SAC Charter in Microsoft Teams. If members have difficulty signing the 2020 SAC Charter in Teams, they can agree to the charter electronically via email.

### **Motion:**

Sally Fay motioned to approve the 2020 SAC Charter. The motion was seconded by Michael Wilson. A roll call vote was held, and the motion passed unanimously.

### **All in Favor:**

Barnes, Tracey  
Beier, Bernie  
Brown, John  
Cain, Steven  
Cox, Stephen  
Elcesser, John  
Fay, Sally  
Johnson, Phil  
Turner, Larry  
Wilson, Michael

**Opposed:** NA

### **Presentation of 2020 Priorities**

Kim Snyder gave a presentation to the committee detailing the purpose of the SAC, SHSP funding priorities, and IDSH funding determinations.

The objective of SHSP is to assist local preparedness activities that address high-priority preparedness gaps across core capabilities that support terrorism preparedness. This year there were four national funding priorities: Cybersecurity (with a focus on election security), Enhancing Protection, Information and Intelligence Sharing (Fusion Center), and Addressing Emergent Threats. The 2020 Federal Fiscal Year (FFY20) SHSP application requires specific state and local projects listed for each priority, which was a new requirement from previous years.

IDHS sent out an info bulletin to locals to address the new national priorities and get projects to include in the federal application. The local project application in the info bulletin mirrored the questions asked in the federal application. Sally Fay recognized that grant staff had to move very quickly due to the new changes with SHSP, but stated that moving forward any information sent to locals should also be sent to SAC members so they can help answer any questions they may receive.

IDHS broke the funding recommendations into the four national priorities (Enhancing Cybersecurity, Enhancing the Protection of Soft Targets, Enhancing Information Sharing, and Addressing Emerging Threats) and local projects. All projects for the four national priorities will undergo a FEMA effectiveness review, while the local projects will not. IDHS recommends funding the following: Lawrence County EMA (\$160,000.00) and Rush County (\$60,995.00) for Enhancing Cybersecurity, Syracuse Police Department (\$214,375.00) for Enhancing the Protection of Soft Targets, Fusion Center (\$643,125.00) for Enhancing Information Sharing, Fort Wayne Police Department Air Support Unit (\$212,750.00) and Evansville Vanderburgh (\$6,815.00) for Addressing Emerging Threats, and 32 projects (\$2,775,065.00) for local projects. Additional information for all projects can be found in the Priority Funding Recommendation Final spreadsheet in Microsoft Teams. A total of 43 applications were received by locals, and IDHS recommends funding 37 applications and the Fusion Center. All 37 applications are funded at the funding cap, which for a few means they were partially funded.

The SAC determined that the group can add any requirements as seen fit, on top of quarterly reports, to ensure the projects accomplish their goal(s). Additional assessments may be necessary to show improved cybersecurity.

Clarification was given on how the new changes from FEMA affects the SHSP process this year. Since specific projects had to be identified for the federal SHSP application, there is a chance there won't be a competitive SHSP NOFO this year. If the proposed 37 local projects are not funded, then there may be a need for a competitive SHSP NOFO, like in previous years. Bernie Beier expressed concern that since the info bulletin only focused on the four national funding priorities, many counties are still expecting a competitive SHSP NOFO coming later. Amanda Carver brought to the SAC's attention that there may be deobligated SHSP funds that locals could apply for later in 2020. David Hosick, Kim Snyder, and Amanda Carver will work to create communication explaining the new situation with SHSP for this year.

Sally Fay asked if the covid-19 response has changed FEMA's requirements for the federal SHSP application. Kim Snyder, and Steve Cox, expressed that FEMA is standing firm despite IDHS' (and other states') concerns about the new requirements and deadlines.

**Motion:**

Michael Wilson and Tracey Barnes motioned to follow IDHS' 2020 SHSP funding recommendations. The motion was seconded by Stephen Cain. A roll call vote was held, and the motion passed unanimously.

**All in Favor:**

Barnes, Tracey  
Beier, Bernie  
Brown, John  
Cain, Steven  
Cox, Stephen  
Elcesser, John  
Fay, Sally  
Johnson, Phil  
Turner, Larry  
Wilson, Michael

**Opposed:** NA

IDHS recommends denying 6 applications due to exceeding the funding cap, organizations submitting multiple applications, or organizations not being eligible to apply. The SAC determined that if FEMA denies any of the 37 recommended projects then these 6 applications (if eligible) could serve as secondary projects, rather than denying them.

The SAC discussed what type of communication, if any, needs to be sent out to locals at this time. IDHS grant staff will work with PIO to explain the decisions made during today's meeting and the new FEMA requirements that led to this point.

**Motion:**

Michael Wilson motioned to follow IDHS' 2020 denial recommendations. The motion was seconded by Sally Fay. Mr. Wilson later withdrew his motion following the decision to keep the 6 applications as secondary projects.

**Next Steps:**

IDHS grant staff will work with PIO to explain the decisions made during today's meeting and the new FEMA requirements that led to this point.

**Next meeting time and location:**

The next meeting will be held on July 10<sup>th</sup>, time and location are not yet determined.

**Adjournment:**

Following no further discussion or business, IDHS Executive Director Stephen Cox thanked everyone for attending the meeting. The SAC meeting was adjourned at 2:13 p.m.