

Central Oklahoma  
Urban Area Security Initiative (COUASI)

**Working Group Meeting**

July 26, 2011 @ 1:30 p.m.  
Regional Multi-Agency Coordination Center (RMACC)  
4600 N. Martin Luther King Blvd.  
Oklahoma City, Oklahoma 73111

**AGENDA**

- I. Call to Order
- II. Roll Call & Introductions
- III. Approval of Minutes from the January 25, 2011 meeting (attachment 1).

**NOTE:** As there was no quorum present during the May 3, 2011 meeting, no action was taken and no minutes were taken of that meeting.

**Action Requested:** Motion to Approve Minutes from the January 25, 2011 meeting.

- IV. Status of the FY07, FY08, FY09 and FY10 UASI Grant Funds.

**INFORMATION:** ACOG will provide the Working Group an update on the current status of FY07, and FY08 portion that they are responsible for; OKOHS will provide an update on the remaining FY08, FY09 and FY10 grant status that they are responsible for.

**Action Requested:** As desired by the Committee

- V. Subcommittee/Project Updates
  - Resource Management: Chair-Chief Keith Bryant OCFD
  - Interoperable Communications: Chair-Kerry Wagnon OKC
  - Training and Exercise: Chair-Vacant
  - Budget Sub-Committee: Chair-Chief Jimmy Gibson, Shawnee Fire Department.

**Action Requested:** None; Information only

VI. Appointments

**Project Manager-Planning/Citizen Preparedness**

**INFORMATION**

The Project Manager for Planning/Citizen Preparedness was Mike Magee. Mike has notified the Chair of his resignation as the Project Manager for this National Priority (attachment 3). A project manager should be selected. (Project Managers do not have to be a member of the Working Group, but should be someone familiar with the concept of Planning/Citizen Preparedness programs).

**Action Requested:** Select Project Manager for the Planning/Citizen Preparedness Project(s).

**Training and Exercise Sub-Committee Chair**

**INFORMATION**

Mike Magee, appointed as Vice Chair of the Training and Exercise Sub-Committee at the January 25, 2011 Working Group meeting, has indicated his desire to resign as Vice Chair. He has indicated he still desires to be on the committee.

John Bridges, appointed as the Chair as the January 25 meeting, has also indicated he would prefer to remain on the Sub-Committee but not serve as the Chair.

By Charter, the Chair of each sub-committee is to be a member of the Working Group. Options of the Working Group would be:

- 1) Appoint another member of the Working Group as the Chair-person of the Training and Exercise Sub-Committee; or
- 2) Modify the language in the COUASI Charter to allow members of the Sub-Committees to serve as chair-person of the Committee other than only members of the Working Group.

**Action Requested:** As Desired by the Committee.

VII. Other Discussion Items, to include New Business

## VIII. Adjournment

**Central Oklahoma  
Urban Area Security Initiative (COUASI)  
Working Group Meeting Minutes  
January 25, 2011**

The meeting of the Central Oklahoma Urban Area Security Initiative (COUASI) Working Group convened January 25, 2011 at 1:35 pm in the Regional Multi-Agency Coordination Center (RMACC) 4600 N Martin Luther King Blvd., in Oklahoma City. It was held as indicated by advance notice filed with the Oklahoma Secretary of State by notice posted at the Oklahoma Office of Homeland Security office 24 hours prior to the meeting.

**PRESIDING**

Keith Bryant, Chief-Oklahoma City Fire Department

**VOTING MEMEBERS PRESENT**

John Bridges, Phil Cotton, Jimmy Gibson, Joe Lester, Glenn Lewis, Don Lynch, Steve Geries, M.T. Berry, Mike Bower, Keith Bryant, Gary Cox, Ray Vaughn, Keith Springstead, David Baisden, Steve Willoughby, Phil Maytubby

**OTHERS PRESENT**

John Comstock, Dan Stow, Gary Bird, Pat Byrne, Larry Hansen, Jason Knight, Mark Stout, Chuck Linhardt, Kerry Wagnon, Frank Barnes, Randy Castle, Mike Murphy, Charisse Morrow

**OKOHS**

Ginny Andrews, Steve Almon

**I. CALL TO ORDER**

Keith Bryant called the COUASI Working Group meeting to order at 1:35 PM.

**II. ROLL CALL AND INTRODUCTIONS**

Roll call was taken and introductions were made around the room

**III. APPROVAL OF MINUTES FROM THE October 26, 2011 MEETING**

A motion was made by Don Lynch, seconded by John Bridges to approve the minutes from the October 26 meeting.

The motion was carried unanimously.

**IV. STATUS OF THE THE FY06, FFY07, FY08 and FY09 and FY10 UASI GRANT FUNDS**

A report was given by Steve Willoughby for the FY06, FY07 and ACOG'S portion of the

FY08 grant funds. He reported that FY06 was closed out, FY07 still waiting on some items that have been approved and ordered to come in. The FY08 funds that are ACOG's responsibility have been encumbered.

Ginny Andrews reported that a Direct Award was made on the FY07 grant to EMSA that they are working on, should be closed out in sufficient time. On FY2008, continuing to move forward, with three national priorities still to be determined who the award will go to. All of the IOC awards have been issued. On FY2009, two projects are left to be awarded, but should be getting those awards out within the next week or so. The balance has been awarded. FY10, OKOHS has accepted the award, and we are waiting to see who the Direct Awards will be issued to, and will be contacting project managers for a breakout of who will be receiving them. Mike Bower reported on the status of a FY2008 Direct Award issued to Midwest City.

## V. SUB-COMMITTEE UPDATES

### **Resource Management: Chair-Chief Bryant**

Chief Bryant deferred comments to Captain Pat Byrne who stated that we will be contacting the Project Managers to verify the status of equipment that was distributed in order to obtain an accurate list of who has what. Steve Almon reported that we will be looking at various methods to ensure that the equipment listed in the Resource Management Program is accurate and up to date.

### **Interoperable Communications: Chair -Kerry Wagnon**

Kerry Wagnon reported that Direct Awards have been issued and the funds committed to IOC have been distributed to various projects that have been approved. Now that the FY10 funds are available, the IOC group will be meeting to identify projects.

### **Strategic Planning: Chair-Chief Gibson**

Jimmy Gibson deferred to Steve Almon reference the status of the Strategy. Steve gave an overview of the strategy revisions that were made to the strategy that was adopted last year by the Working Group, with the bulk of the changes being in adding timelines to each objective as well as a synopsis of each National Priority. Additional language was added in the Planning/Citizen Preparedness National Priority.

### **Training and Exercise – Mike Magee**

Mike reported that there was a Training and Exercise Workshop that was conducted for the COUASI, and discussed other training that has been conducted.

### **Budget Sub-Committee – Chair Chief Bryant**

Chief Bryant reported there are no outstanding issues at this time. Nothing additional to add regarding the grant funding status.

## VI. ADOPT THE COUASI STRATEGY REVISIONS

A motion was made by Don Lynch to adopt the Strategy Revisions, seconded by Joe Lester.

The motion carried unanimously.

## VII. DISCUSSION REGARDING THE CURRENT STATUS OF THE COLERT PROJECT

Captain David Baisden gave an overview and history of the COLERT project. In addition, Mark Stout, Putnam City Police as one of the Commanders of the COLERT teams, and Lt. Chuck Linhardt, Edmond PD and former Commander of the COLERT team, discussed some of the issues faced by the COLERT project. The COLERT team has been deployed once for the response to Hurricane Gustav in providing perimeter security to the shelter stood up by OKC, and was on standby for one or two additional occasions if needed.

Much of the discussion focused on protocols and information being provided to the COUASI on a process for activating the team, what agencies are still participating, and a general lack of knowledge throughout the COUASI on the team and how it can assist them. There was also discussion regarding the status of current MOU's, as well as what equipment may still be needed as well as training needs for the COLERT Team(s). Currently there are approximately 50 members still active in the team. Team members that leave are required to return their equipment.

A motion was made by John Bridges, seconded by Mike Bower, to provide at the next Working Group meeting a list of the current roster, a draft of proposed notification guidelines, an update of equipment received and issued, as well as what equipment and training needs for the COLERT team.

Motion carried unanimously.

## VIII. REVIEW OF CURRENT COMMITTEE ASSIGNMENTS

### **Budget Sub-Committee**

Motion by John Bridges, seconded by M.T. Berry, to add Steve Willoughby to the Budget Sub-Committee.

Motion carried, with one abstention.

Motion by John Bridges, seconded by David Baisden to add Mark Stout to the Budget Sub-Committee.

Motion carried unanimously.

### **Strategic Planning Sub-Committee-No Changes**

### **Interoperable Communications Sub-Committee**

Motion by Mike Bower, seconded by Don Lynch to add Lucien Jones, James Renta, Mike Curtis, Steve Yarborough, and Kenneth Sloan to the IOC Sub-Committee. James Mullins, J.B. Collins and Dennis Mitchell have resigned from the Committee.

Motion carried unanimously.

### **Resource Management Sub-Committee**

Motion by John Bridges, seconded by Steve Willoughby, to add Clint Regier and Charisse Morrow to the Resource Management Sub-Committee.

Motion passes unanimously

### **Training and Exercise Sub-Committee**

Motion made by Glenn Lewis, seconded by Joe Lester, to appoint John Bridges as the Chair, with Mike Magee as Vice Chair conducting the day to day operation of the Training and Exercise, with Rodney Foster and Dean Finley being added as members of the Committee.

Motion carried unanimously.

## **IX. OTHER DISCUSSION ITEMS/NEW BUSINESS**

Steve Almon discussed the changes at OKOHS, with our Chief of Staff taking a position with the State Attorney General's Office and Director Pettingill being appointed as the new Chief for the Oklahoma Highway Patrol. It is anticipated that the new Director would be appointed in the near future.

Due to a conflict with the April 26 meeting date, it was decided that the next Working Group meeting will be moved to **May 3, 2011**, same time and location.

Larry Hansen provided an update to the Thermal Imager and AED project.

Steve Almon advised that the OKOHS NIMS Compliance Officer has requested that all COUASI members be aware of the requirements for NIMS compliance and ensure that their agencies paperwork regarding compliance aligns with the training.

## **X. Adjournment**