



**State of Wisconsin
Homeland Security Council**

SCOTT WALKER
Governor

MAJ GEN DONALD P. DUNBAR
Homeland Security Advisor

Department of Military Affairs
2400 Wright Street
Madison, WI 53704

608.242.3075

AMENDED Open Session Meeting Minutes

Department of Military Affairs
2400 Wright Street, Classroom 230
Madison, WI

Wednesday, July 16, 2014
10:32 AM – 11:20 AM

Members present: Chair Major General Donald Dunbar (DMA), Susan Buroker (DATCP), David Cagigal (DOA), Chief Bradley Liggett (Fire Services), Sheriff David Mahoney (Badger Sheriffs Association), David Matthews (DCI), Chief Steven Riffel (WI Chiefs of Police Association), Brian Satula (WEM), Bruce Slagoski (APWA-WI), and David Woodbury (DNR).

Members absent or excused: Dr. Henry Anderson (DHS), Chief David Erwin (Capitol Police), Superintendent Stephen Fitzgerald (WSP), Phil Montgomery (PSC), and Secretary Ed Wall (DOC).

Alternates present: Diane Christen (DHS), Andrew Kell (PSC), Captain Todd Kuschel (Capitol Police), Pat O'Connor (WEM), Jennifer Price (DCI), Steven Wierenga (DOC), and Lieutenant Paul Wolfe (WSP).

Others present: Katie Koschnick (Governor's Office), Randi Milsap (DMA), Jeff Anderson (US Attorney's Office), Kelly Bradley (DMA), Chris Brown (STAC), Ruben Cardenas (STAC), Jessica Egli (STAC), MSgt Stephanie Ekhoft (DMA), Greg Engle (WEM), Lori Getter (WEM), Peter Herreid (DOA), Michael Hinman (DMA), G.B. Jones (FBI), Paul Kanter (US Attorney's Office), Lara Kenny (WEM), Shannon Ladwig (WEM), Elizabeth Makowski (US Attorney's Office), John May (FBI), BG Mark Michie (DMA), Lisa Morrison (DNR), Scott Neville (FBI), Gene Oldenburg (DOT), Neil Saxton (STAC), and Tim Weller (USDHS).

10:32 AM: Re-convene in open session



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7. Announcement of closed session discussion and action

Chair Dunbar recapped closed session, which included agency and working group confidential intelligence reports, approving the May 21, 2014 closed session minutes, a strategic briefing by the Public Service Commission on conclusions and recommendations contained in the Executive Summary of the Grid Exercise II (GridExII), a strategic briefing by the Wisconsin Statewide Information Center (WSIC) on a Human Trafficking Assessment, and a confidential briefing on Intelligence and Threats.

8. Review and approval of the May 21, 2014 open session meeting minutes.

A motion was made by Chief Bradley Liggett and seconded by Chief Steven Riffel to approve the open session meeting minutes, as amended. **Motion carried.**

- On page 1, under alternates present, Chief Greg Leck represents the WI Chiefs of Police Association.

9) Agency reports.

- WSP (Lieutenant Paul Wolfe): Nothing to report.
- Capitol Police (Captain Todd Kuschel): 1) There is a new law that allows law enforcement to administer NARCAN for drug overdoses. We have had overdoses at the State Capitol building as well as GEF-II. All Capitol Police officers have been trained in administering NARCAN. It is very simple. We made arrangements with MATC to get a thirty-minute training. It must be administered nasally. You spray the aerosol up the nostril. We can share our MATC contact if you need it. 2) We have not actively participated in COOP/COG since 2006. We have had a lot of work to do with the recent GEF-I fire. We have had a few hiccups but it is coming along. We relocated about 1,000 displaced employees to eighteen different locations in seven days. This was amazing. Cyber is a big part of COOP/COG; it needs its own section in the plan. 3) State agencies are doing their COOP trainings and tabletop exercises. DOT recently had one and we



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facilitated the exercise. 4) We are getting out of the office more due to fire alarms. We are taking this very seriously.

- DHS (Diane Christen): We have started meeting with the Health Care Coalitions. This is required by the Hospital Preparedness grants. The next generation of preparedness is looking at whole regions. We kicked these meetings off last week. We have identified the stakeholders and will be putting out a report. We are especially looking at long-term care, the Red Cross, dialysis, EMS, trauma, and first responders.
- DNR (David Woodbury): 1) DNR, FBI, and DOJ/DCI will be training together in the Milwaukee maritime environment for the first time. DNR is providing six boats with tactical operators for the FBI to use in the annual maritime training on Lake Michigan. DNR has been training with the FBI for about four to five years near Green Bay but decided for several reasons to train in Milwaukee this year. DNR and DOJ tactical operators will play a small role in the training but will have the opportunity to observe all of the training this year with hopes of becoming a little more involved next year. Milwaukee Police will also serve a small role in the training. This is a great example of training hard, working together, maintaining good relationships, and building new relationships between federal, state, and local agencies. 2) With all the recent rains, we have been watching for flooding. We have been concerned about the Portage area but flooding has not materialized. 5) There are no fire hazards at this time. 6) We have offered our support to the Capitol Police and to Captain Kuschel with the recent GEF-I fire. The DWD operations center has been located in GEF-II. Captain Kuschel has had a very calming influence on the relocation of displaced state employees.
- WEM (Brian Satula): 1) The Bakken crude oil saga continues. As you recall, the USDOT issued an emergency order requiring railroads hauling in excess of one million gallons of Bakken crude oil to notify the SERC in each state. This basically breaks down to information sharing, planning, preparedness, and support. All notifications received from the railroads were put on the E-spender website. We can provide that access to you if you do not currently have an E-spender account. We also released all the railroad notifications to the media based on open records requests. We determined that the information provided by the railroads was not confidential or proprietary information.



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Basically, the information received was the number of trains meeting the threshold of Bakken crude oil hauled per train with no specific train schedules. This information currently exists anyway. On the planning side, we are working with the fire service to create incident action plans. On the preparedness side, training is provided to fire service by the railroads. On the support side, a taskforce will be created to assist at the local level. This taskforce concept was developed during the 2008 floods. This WEST taskforce is made up of state employees who have access to state resources, have decision-making authority, and connections to federal agencies. The goal is to start the restoration process. The WEST team will help with the Incident Command structure. Most local EOCs need help; this team will support and facilitate as well as vet requests. The locals are looking for a team not a capability. The WEST team will now be a part of the Comprehensive Response Working Group. 2) The FY14 reports have been sent to FEMA. 3) With regard to the 1033 Federal Surplus Property Program, the MRAP deliveries have been put on hold. There has been a challenge to the Clean Air Act that needs to be dealt with. There is a work around to this problem. 4) As an update on the hazardous materials response system, there has been a reorganization based on an analysis of the existing eight teams. We have looked at the delivery of service and have expanded the number of teams to provide better coverage and to align these teams with NIMS. We are at the end of the transition. In August 2014, we will flip the switch with the new response system. This comes at a good time with the Bakken crude oil shipments. Eighty-eight percent of the teams are within thirty minutes of a response throughout the entire state.

- Chair Dunbar: Thanks for your leadership.
- DCI (David Matthews): Nothing to report.
- DATCP (Susan Buroker): Nothing to report.
- DOA (David Cagigal): 1) We recently completed the Ethical Hacker Training on May 27-30, 2014. This is MERIT's entry level security professional training. The cost is \$2,250 per student and it is delivered via interactive Webinar with a live instructor. 2) With regard to security awareness training, the 2014 calendar year training objective is



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for all state employees, except UW, to complete the eleven core SANS Modules. This is thirty minutes of training at a cost of \$1.75 per employee. There are approximately 37,000 employees and contractors that are affected. Only eight percent have completed all eleven courses as of June 30, 2014. The importance of this training requires constant re-enforcement. I will continue to report each month on the progress. 3) On April 28, 2014, Secretary Huebsch announced the launch of a redesigned www.Wisconsin.Gov portal. It is governed by the Information Technology Executive Steering Committee (ITESC). There is a redesigned website that is visually appealing and productive as well as a mobile-friendly modern design.

- WI Chiefs of Police Association (Chef Steven Riffel): The WCPA will be holding their Annual Conference on August 10–13, 2014 at the Hyatt in Green Bay.
- Badger Sheriffs (Sheriff David Mahoney): Nothing to report.
- Fire Services (Chief Bradley Liggett): 1) The MABAS Conference will be held July 31 to August 3, 2014 in Green Bay. We had also had a summer conference in Milwaukee. The attendance was down but the programming was very good. 2) We have has some requests from law enforcement to support the administration of NARCAN. We will look to provide this support.
- DOC (Steven Weirenga): Nothing to report.
- APWA-WI (Bruce Slagoski): When the storms came through, we provided mutual assistance to Sun Prairie and Platteville. The snag in recovery operations involved the use of volunteers. They were sending away volunteers when they were needed. The locals did not know how to deal with volunteers. We need education on this piece.
 - DNR (David Woodbury): The DNR is willing to help with volunteers.
- PSC (Andrew Kell): Nothing to report.



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10. Working Group reports.

- Joint Services Working Group (BG Mark Michie): Nothing to report from the working group. However, I attended a maritime CIKR tour with the Joint Staff. In Duluth, we were briefed by the Coast Guard and the Corps of Engineers. The economic traffic through that port is \$3.6 billion per year. We also went to Sault Saint Marie and looked at the locks and had a Corps of Engineers brief. Tim Well accompanied us. We had the opportunity to see what events trigger a response.
- CI/KR Working Group (Greg Engle): 1) In early June 2014, the ACAMS program website used to manage CIKR was shut down. The IP Gateway transition has been delayed. The thirty-day comment period has ended. This has impacted the STAC.
 - USDHS (Tim Weller): This transition has been frustrating. I will share further information on the transition as I get it.
 - Chair Dunbar: Many states are also frustrated. Several states have invested significant funds into this tool.
- Cyber-Security Working Group (David Cagigal): Nothing to report.
- Comprehensive Response Working Group [formerly Inter-Agency Working Group] (Brian Satula): Nothing to report.
- Information Sharing Working Group (Jennifer Price): Nothing to report.

11) Briefing by the Wisconsin Department of Public Instruction on state grants for school emergency management operations and Wisconsin's school safety plan requirements.

Presentation by Steve Fernan, Assistant Director Student Services Team, WI Department of Public Instruction. See Attachments #1, #2, and #3, 7/16/14 HLS Open Session Meeting. The Newtown school shooting spun off the "Now is the Time" grants for school emergency management operations. These grants are only available to state Departments of Education from



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the US Department of Education. The priority is to assist states in improving capacity to assist local education agencies (i.e. school districts) with developing high quality emergency management operations plans. The non-competitive formula grant is based on population and \$472,509 has been set aside for Wisconsin. We submitted our grant application on July 2, 2014 and we expect to be notified of the award by October 1, 2014. There will be a eighteen-month project period. The project will be promoting NIMS, the creation of MOUs as well as emergency plans. We will be working with Wisconsin Safe and Healthy Schools (WISH) and the Wisconsin School Psychologists Association to assist with them in project PREPaRE. The PREPaRE model includes two training modules focusing on developing emergency management operations and recovery from traumatic events. The Wisconsin School Safety Coordinators Association will help conduct on-site school safety assessments and the promotion of NIMS through online training modules. Mary Jane Ershen will be supplying funds for the conference so that there will be no cost to schools. The Center for School, Youth & Citizen Preparedness and WEM will assist with the development of content for statewide training conferences that include sharing of high quality emergency management plans, developing MOUs, and conducting tabletop exercises based on procedures included in school safety plans.

2009 WI ACT 309 was a state legislative effort to provide school safety plans. The legislation is in four key parts, as follows:

- Part I provides for anti-bullying efforts. It requires all school districts to adopt a policy that defines and prohibits bullying by pupils as well as developing a model education and awareness program on bullying. This is provided annually to all enrolled pupils as well as to their parents or guardians.
- Part II is for school safety plans. The school safety plan is to be created with the active participation of “appropriate parties”. These appropriate parties may include law enforcement, firefighters, school administrators, teachers, pupil services professionals and mental health professionals. The school safety plan shall include procedures for emergency prevention and mitigation, preparedness, response, and recovery. The plans are to be reviewed at least once every three years.
- Part III provides for school safety drills. Section 118.07(2)(a) of the Wisconsin Statutes requires monthly drills for pupils on proper evacuation methods in case of a fire. There are also twice annual evacuation drills for pupils in the event of a



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tornado or other hazard. These drills are to be based on the procedures outlined in the school safety plan.

- Part IV requires information sharing across systems. Pupil records shall be made available to law enforcement officers who are individually designated by the school board and assigned to the school district. Records can also be shared concerning the juvenile justice system and the system's ability to effectively serve a pupil, prior to adjudication.

Lastly, I ask that if you know of a high quality plan or process that you contact me. DPI will also have a budget request for resources to make available to schools.

- Chair Dunbar: This agency is the SAA. Let us know if we can assist you with grant money.

12) Briefing by the Division of Enterprise Technology on the recommendations and courses of action within the Report to the WI Homeland Security Council on the State of Geospatial Informational Sharing in Wisconsin.

Presentation by David Cagigal. See Attachments #4 and #5, 7/16/14 HLS Open Session Meeting. David introduced Lisa Morrison (DNR) and Peter Herreid (DOA) to the Council. The Phase I Course of Action is specific to local geospatial datasets created at the county level. DOA will extend WLIP grant funding to all counties and change the WLIP grant agreement to require geospatial data sharing. The grant agreement will now require data sharing of specific "critical" data layers with those layers ordered according to priority. These "critical" data layers include common geospatial data layers typically created at the local level such as parcels, address points, elevation data, orthophotography, floodplains, and street centerlines. This also includes layers specific to public safety and emergency response such as hospitals, shelters, and evacuation routes. DOA intends to extend grant dollars to counties as an incentive for data sharing. The grant agreements will also be altered to address liability issues, to specify shared layers that must have complete metadata, and a disclaimer of liability. WEM will be developing a prioritized list of "critical" data layers and will provide the list to DOA. DOA will include the list of layers to be shared by local governments per the WLIP grant agreement.

- WEM (Brian Satula): QSIC has identified seven layers. We will start with that.



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- DOA/DET (David Cagigal): I note that funding will be available.
- DNR (Lisa Morrison): We are looking for the “critical” data layer list so that state agencies can share together in Phase II.
- Chair Dunbar: DOA will be moving forward on this. I ask that Randi Milsap provide a legal opinion on existing state law and the Governor’s ability to require data sharing. If we need to, we will change the law. The use of funding as an enticement may provide compliance.

Set date, time, and place of next meeting

The next Council meeting will be held on Wednesday, August 16, 2014 from 9:00 am to 11:00 am at DMA.

10. Adjournment

A motion was made by Pat O’Connor and seconded by Chief Bradley Liggett to adjourn the meeting. **Motion carried.**

Meeting adjourned at 11:20 AM.