



**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

Open Session Meeting Minutes

Wisconsin Department of Military Affairs
Classroom 230
Madison, WI

Wednesday, April 25, 2012
8:50 AM – 10:50 AM

Members present: Chair Major General Donald Dunbar (DMA), Dr. Henry Anderson (DHS), Sheriff David Mahoney (Badger Sheriffs Association), John Murray (OJA), Susan Buroker (DATCP), Brian Satula (WEM), and David Woodbury (DNR).

Members absent or excused: Supt. Stephen Fitzgerald (WSP), Chief Edward Flynn (Police Chiefs Association), Chief Bradley Liggett (Fire Services), Chris Sarandos (DOA), Ed Wall (DCI), and Chief Charles Tubbs (Capitol Police).

Alternates present: Dan Blackdeer (Capitol Police), Diane Christen (DHS), Chief Greg Leck (Police Chiefs Association), Sodara Orn (DCI Brevet), Mark Wahl (DOA), and Paul Wolfe (WSP Brevet).

Others present: Randi Milsap (DMA), Teague Harvey (DMA), Dave Duecker (OJA), Lori Getter (WEM), Capt. Timothy Guy (DMA), Lisa Heitman (USAO), Mike Hinman (DMA), Andrew Hitt (Office of the Governor), Robert Kelley (USDHS), Dallas Neville (US Marshall), Larry Olson (DMA), Richard Reinemann (WSCG), Harold Sommer (USDHS/TSA), and Tim Weller (USDHS).

8:50 AM: Convene in open session.

1. First responder and agency reports.

- WSP: No representative present.
- Capitol Police (Dan Blackdeer): As you know, Chief Tubbs will be leaving the



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Capitol Police on June 1, 2012.

- Chair Dunbar: We will certainly find an opportunity to thank him for his service.
- DHS (Henry Anderson): Nothing to report for open session.
- DNR (David Woodbury): In the northwest part of the state, we were concerned that timber sales were decreasing. As timber gets older, it loses its value. If we have a dry year, it's more fuel for next year. The ground is okay, and things are blooming. The biggest issue is windstorms rather than flooding. We hired a new security officer for our drinking water department, so we'd be happy to give an update at the next meeting. We are getting a lot of calls about search and rescue. We need to tighten up our protocols regarding this, so we might want to vet how requests are made. It's just a matter of tweaking this process; we have talked to Pat O'Connor about this to reach an agreement.
- WEM (Brian Satula): Besides THIRA and statewide credentialing, we are working toward the EMAC coordinator training. We want to be more formal and get partner training secured.
 - DNR (David Woodbury): Are you just looking for an operational agreement of understanding?
 - WEM (Brian Satula): Yes. We're looking for individuals who have some operational understanding. Disaster recovery centers will be more regional. The DNR has that kind of personnel and we plan to collaborate with them.
 - DNR (David Woodbury): We have had some discussions about elevating our Incident Management Teams to a Type II. We will be looking to agencies like Military Affairs, Wisconsin Emergency Management, and State Patrol. Deputy Chief Blackdeer has been very active in the Incident Command System (ICS) and it would be wise to ask for his participation.



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We're not excluding local partners, but we wanted to see where this could go at the state level first.

- Chair Dunbar: What does certification from III to II mean?
- DNR (David Woodbury): It deals with certification and job shadowing. There are some courses that need to be customized for Wisconsin.
- OJA (John Murray): The WISCOM commissioning event is on Monday. All Council members are welcome to attend. The draft Homeland Security Grant with investment justifications is on our website and open to public comment. A lot of hard work went into this.
- DCI (Sodara Orn): Nothing to report for open session.
- DATCP (Susan Buroker): One of the gaps we have identified in emergency response is taking care of pets. During an emergency, where can they go? We are going to take the lead in coordinating our partners to find a solution.
- DOA (Mark Wahl): We have recently had two major security breaches. It's a pain to keep changing passwords, but people keep using incredibly common passwords that make accounts easy to hack into. Things like "monkey" and "password" don't really pass the strength test.
 - Chair Dunbar: There are things out there to assist in the randomization of passwords, which some people might find helpful.
- Chiefs of Police (Greg Leck): Due to a recent hacking of our website, we hope to be back online this month with a more secure website. We did not have a lot of critical data on our website, and we are grateful it was hacked before we put anything sensitive up there.
- Badger Sheriffs (David Mahoney): Nothing to report for open session.



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- Fire Services: No representative present.
2. Working group coordination reports.
- Joint Service Working Group: Nothing to report for open session.
 - Critical Infrastructure and Key Resources Working Group (Dave Duecker): The We-Partner.org website is continuing its dynamic development of a community of community approach. We have lots of partners contributing to this website. Statewide, we are in the middle of developing a steering committee to create this organization and flesh out the critical infrastructure details. We have had three working groups meeting since January 2012; they are designed to tackle security, community resilience, and outreach. We are engaging local, state, and federal partners. Critical infrastructure workshops are designed to raise awareness and enable cooperation. Convenience stores, agriculture and food supply, and transportation are some of the stakeholders. Lastly, we're helping the WSIC to expand its partnership. There's a transportation group meeting in Green Bay with Fusion Center staff in May. We are keying in on these associations to help us work with community members.
 - Cyber Working Group (Mark Wahl): Some of our recent accomplishments include our session at the Governor's Conference on Emergency Management and Homeland Security, which had 40 participants. When we finished, the questions just kept going. We also concluded Cyber Storm IV which went very well. We need to closely integrate our COOP plans with our cyber plans. We think it's important to have a way to reach out to our citizens, so we are including new partners like DATCP. Working with WEM, we had three days of training at the State EOC for nontechnical emergency management personnel. This taught them the basics of their protocol.
 - Inter-Agency Work Group: Nothing to report for open session.



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3. Briefing on Updated Guidelines for THIRA and Preparedness Grants by Wisconsin Emergency Management.

Briefing by Brian Satula. See Attachment #3, 4/25/2012 HLS Open Session Meeting. This started with Presidential Policy Directive 8 (PPD-8), which created the National Preparedness Goal. This included core capabilities, an expansion of the frameworks, and a holistic community approach. Part of national preparedness is having a system for coordinated response and recovery, so that's where the National Preparedness System comes in. The last time we had a process like THIRA, it was done for hazard mitigation (HIRA) and that took several years to put together. They have put out some guidance on that, and there's a corresponding toolkit. When the state does this THIRA, it will be aggregated up to the regional and national level. The National Preparedness Goal is defined as the ability to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk. We are really taking an in-depth look at ways to keep the public informed, such as social media. It's crucial for being able to keep people up-to-date and protected. The THIRA risk formula is more involved than anything we have seen before. The THIRA has five steps: 1) identify the threats and hazards of concern, 2) give them context, 3) examine the core capabilities, 4) set capability targets, and 5) apply the results. There are some threat and hazard assumptions that go into the first step, which is identification. Step two relates to establishing context, and figuring out the most likely scenario for specific parts of the state. Step three is examining the core capabilities and establishing desired outcomes. Step four involves setting capability targets within the context of the desired outcomes. This is what we believe we need to attain, and it involves a lot of input. Step five is the application of the results, which goes through a risk management process. Wherever you have an opportunity to mitigate the problem you need to prepare for that scenario. Instead of repeating problems, you anticipate and correct them. The idea is to determine resource needs and sustain current capability. Threats, hazards, and funding all change over time. The WI Homeland Security Strategy focuses on certain risks, but we have to decide what we will focus on at any given time. There are metrics associated with the THIRA, and it revolves around achievement of core capabilities. We affirm that we have a process in place, and need to explain our methodology. There are six parts to the National Preparedness System, as depicted in this pie chart. So, what next? We need to identify a lead coordinating agency, establish a core planning team, identify a group of Subject Matter Experts (SMEs), and identify necessary resources. All of this will help us establish an implementation timeline. Between OJA and WEM, we have come up with a tentative timeline and our kickoff meeting will occur shortly. We want the



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Council to have the core capability outcomes draft later this year. The submission is due December 31, 2012.

- DNR (David Woodbury): Were you thinking of utilizing the Inter-Agency Working Group as Subject Matter Experts (SMEs)?
- WEM (Brian Satula): Yes, but we need to also engage many others as part of this process. The Inter-Agency Working Group will certainly play a role. Rather than agency heads, we want the operational folks who understand the details thoroughly.
- Chair Dunbar: Does anyone on the Council disagree with WEM being the lead agency? I think it is a logical alignment. Thank you for putting this together. I think we also need to circulate this plan to our stakeholders because it will ultimately affect the way we get funded. You have the Council mentioned for a final review, but it would be great to have this draft ready by October because the Council won't meet again until January 2013.
- WEM (Brian Satula): Yes, we will be ready with a progress report in October.

4. Briefing on Statewide Credentialing System by Wisconsin Emergency Management.

Briefing by Brian Satula. See Attachment #4, 4/25/2012 HLS Open Session Meeting. There are a number of credentialing systems out there among the agencies, ranging from highly technological to simple manual procedures. There are also a number of badging systems, so we are looking to centralize this system and make it cost-effective if possible. After 9/11, there were issues with Pentagon access and accountability in New York with law enforcement and fire departments. People came to that scene from all over to help, and there was a lack of access control. We want to know what someone brings to the table, and if they really belong there. Homeland Security Presidential Directive 12 (HSPD-12) provided for federal personal identity proofing, verification, and issuance. Federal Information Processing Standard 201 (FIPS 201) calls for visual identification, qualification, and biometric validation. We have Wisconsin Homeland Strategy Goal 5.4 that relates to credentialing directly. In 2008, we were supposed to begin this planning. The advantage of waiting until now is that a number of states like Illinois



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underwent costly trials just to get where we are today. We want this system to be interoperable between the states as well as work with EMAC. When you start to develop a response, you need to find out who will be responding to the incident. Credentialing involves the person's identity, qualifications, affiliation, and authorization for deployment. The first three are administrative functions. Most of this is coordinated or supported through WEM. With the FIPS 201 process, those who arrive should be validated. A card and PIN number will eventually be utilized to identify responders and their agency affiliation. This shows the implementation levels, involving situational awareness, validation, resource accountability, verification, and enrollment. Interoperability is a crucial component. This is the FIPS credentialing enrollment process, which allows and enables a person to be involved in this system. We are combining the applicant and sponsor, because we cannot verify individual applicants in the system and a sponsor can do it easier. This shows the personnel portal, which establishes qualifications by NIMS compliance. We are not keeping any private or medical information, because it restricts people and requires more security. Qualifications involve a combination of education and training. There are three levels of security, which are controlled by the registrar (state agency). This is a sample roster at the county level. We also have a way to limit who can print cards/badges. Right now the emergency management director should be printing and issuing cards/badges. We have established color codes for each discipline type to make sure we are aligning with the FIPS standard. The only one that differs is the blue code. The InterTrax exchange system is how we share information, which helps enable interoperability. We have a Memorandum of Agreement with local county emergency management offices to provide the backbone of the system, but they will provide the printing supplies. This is a state and local cost sharing arrangement. We want sponsors to submit names, because they have already done background checks and established qualifications. The on-scene credentialing process and information flow are depicted in these two slides. The information can be monitored by an incident commander. This is what the command software looks like. We utilized this at the 2011 Vigilant Guard exercise to track patients. Does the system work? Well, we tried it in 2010 with a multi-state exercise and 33 task forces. In 90 minutes, we moved with incredible speed to respond. With OJA, we are establishing a pilot program for enrollment to create needs and determine how the system can work for individual groups. The website is live, so you are welcome to check it out.

- USDHS (Bob Kelley): With a victim, are you asking them their name or checking an ID? What if they are unconscious?



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- WEM (Brian Satula): No, this is for live individuals. On a multi-casualty incident, they get a wristband with information like treatment, complaint, destination, hospital, etc. Maybe along the way, the ambulance crew can find out their name and add it into the barcode system. If nothing else, you know where the patients are going and narrowing down the confusion.
- DHS (Diane Christen): I think some of the Department of Public Health folks met with you about this. If you pick up a patient and have too much private information, there are some HIPPA regulations you run into. So we are all working together to figure this out.
- WEM (Brian Satula): Absolutely. Remember that this is a voluntary system.
- Chiefs of Police (Greg Leck): There is no systematic way of identifying law enforcement, so do you think this is expandable?
- WEM (Brian Satula): When we had the law enforcement credentialing committee, we wanted to go in that direction. Often times, these badges open up doors so there are limitations to what can be included in these cards.
- OJA (Dave Duecker): I just wanted to mention that there is a related pilot project in Menominee Falls that credentials private staff for businesses. This is a partnership between OJA, WEM, local businesses, and emergency managers. The idea is to have this funded by the private industry. It also allows safety staff that have been pre-trained and credentialed to regain access into their work centers.
- WEM (Brian Satula): We need to have a badge for the private sector, too. Getting those stores open removes some of the burden for law enforcement.

5. Other business.

- Chair Dunbar: Just as an update from the Chair's perspective, D-block legislation has moved in a very positive way. Next up at the federal level is deciding what Wisconsin will do. Feedback from the Council will be useful in this process to develop a course of



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action to recommend to the Governor. The Interoperability Council will take this on, which will work out well. The next Council meeting will be on July 18, 2012 in Milwaukee at the State Traffic Operation Center (STOC). It's really worth seeing what these partners can bring to the fight. They have really enhanced their capabilities. We might also move back to the monthly cycle during the federal election cycle, and reassess after that.

A motion was made by David Woodbury and seconded by Dan Blackdeer to adjourn the meeting. **Motion carried.**

Meeting adjourned at 10:50 AM.