



**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**

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

Wednesday December 19, 2018  
9:10 AM – 10:10 AM

**Members present:** Chair Major General Donald Dunbar (DMA), David Cagigal (DOA), Chief David Erwin (Capital Police), Sheriff David Mahoney (Badger State Sheriff's Association), Dr. Jonathan Meiman (DHS), Chief Steven Riffel, (Wisconsin Chiefs of Police Association), Brian Satula (WEM), Kelly Smithback (DATCP), and David Woodbury (DNR).

**Members absent or excused:** Chief Kevin Bierce (Fire Services), Mike Huebsch (PSC), Patrick Hughes (DOC), Chief Alfonso Morales (Milwaukee Police Department), Brian O'Keefe (DCI), Bruce Slogoski (APWA-WI), and WSP vacancy.

**Alternates present:** Chris DeRemer (DCI brevet), Greg Engle (WEM), Teresa Hatchell (PSC brevet), Jay Jurci, (DCI brevet), Jeffrey Phillips (DHS), Captain Cheryl Ravenscroft (Capital Police), Branko Stojavljevic, (Milwaukee Police Department), and Colonel Chuck Teasdale (WI State Patrol).

**Others present:** Randi Milsap (DMA), COL Jeffrey Alston (WING), Chad Atkinson (WEM), LTC Max Brosig (DMA), John Busch (DHS/CISA), Ruben Cardenas (Milwaukee Police Department), Matt Cole (DMA), Danny Day (FBI), MAJ Sarah Frater (WING), Lori Getter (WEM), Mike Hinman (DMA), James King (FEMA), Melinda Landon (DMA/OEC), 1LT Tricia Larson (DMA), LTC Eric Leckel (WING), Matthew Loppnow (TSA), Mark Michie (DMA), Bill Nash (DOA/DET), Tanner Nystrom (USAO), Katie Reinfeldt (DMA), and Tim Weller (USCG).

**9:10 AM: Re-convene in open session.**



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5. Announcement of open session discussion and action.

Chair Dunbar recapped the closed session, which included review of previous meeting minutes, as well as agency and working group confidential intelligence reports. There was no strategic briefing on intelligence and threats.

6. Review and approval of November 14, 2018 open session meeting minutes.

A motion was made by Sheriff David Mahoney and seconded by David Cagigal to approve the open session meeting minutes, as presented.

**Motion carried.**

7. First Responder and Agency reports.

- WSP (Chuck Teasdale): The State Patrol has recently acquired five drones. They are new acquisitions and will be deployable by the end of the year.
  - Chair Dunbar: Do we have any guidance on the size or capabilities?
  - WSP (Chuck Teasdale): They are DJI Mavic 2 Enterprise Systems. This small unmanned aircraft weighs in at 905 grams, has a range of over 4 miles, and can fly for nearly 31 minutes on a fully-charged battery. This model has been specifically designed for public safety agencies with added enhancements of a zoom camera, spot light, enhanced cold weather operations, and a public-address system. It does not have infrared capabilities.
  - Badger State Sheriff's Association (Sheriff David Mahoney): Will they deploy throughout the whole state?
  - WSP (Chuck Teasdale): Yes, they will.
- Capitol Police (Chief David Erwin): Nothing to report.



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- DHS (Dr. Jonathan Meiman): 1) As an update on the recent Legionnaires outbreak at the UW Hospital, it was identified on November 28, 2018 by infection prevention. Over the past few weeks, there have been 13 cases identified. Three of those cases resulted in deaths but I note that that the patients had other serious medical issues. This past weekend, the CDC joined DHS and UW Hospital to do a thorough inspection of the plumbing at UW Hospital and have made efforts to clean the plumbing system. If anyone would like additional information, it is available on the DHS website. 2) There was a regional full-scale exercise held on October 24-25, 2018 to test the highly infectious disease response plan. It went well. This included multi-state involvement from St. Mary's Hospital to the University of Minnesota along with 12 local, state, and federal partners participating. 3) To update you on influenza, we are still looking at low activity statewide. We expect it to start peaking in the next couple of weeks to a month. We are still pushing vaccinations. We are seeing the influenza starting to increase in the southern states. 4) On January 9-10, 2019, there will be a healthcare emergency preparedness conference in Stevens Point, WI. It will focus on real world response to incidents, like the Beaver Dam explosion and Ebola. There is no registration fee, and all are invited to attend.
- DNR (David Woodbury): 1) We have been participating in many meetings over the past month and have also been working with Capital Police to support the upcoming inauguration. 2) We recently participated in WEM regional meetings with state and federal agencies in preparing for federal response and coordination. We believe multi-agency coordination and involvement is necessary for future responses. 3) We also participated in a planning meeting with Enbridge for an exercise to take place in September 2019. With a major energy pipeline exercise, the idea is to have a break in the pipeline and look at how the federal, state, and locals will coordinate a response. There will be another planning meeting on November 14, 2018 with Gary Wieczorek being the lead for DMA. 4) We are getting ready for our spring preparedness meeting and will have the 16 programs meet and identify their standard operating procedures and coordination. We have identified other agencies to attend with invitations going out in the next couple of weeks.
- WEM (Brian Satula): 1) The Governor's Conference on Emergency Management and Homeland Security will be held on March 21-22, 2019 with preconference training on March 20, 2019. I have had a chance to review the agenda and there is a variety of topics that will be of interest to everyone. 2) We will be presenting the THIRA/SPR later in the meeting and I



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will defer my comments to Chad Atkinson's presentation. 3) As Greg Engle reported last month, we have received a Presidential Declaration for the flooding in August and September 2018. This declaration includes Individual Assistance and Public Assistance for local municipal infrastructure and SBA loans for small businesses. The Disaster Resource centers have been open over a month with some fixed locations in Madison and Vernon County for Individual Assistance applicants. We are still working the Public Assistance side and have opened a Joint Field Office on American Parkway in Madison. We have been developing project worksheets for 260 applicants, although there are some applicants that have multiple locations. 4) We have formed a long-term recovery task force to identify high risk areas such as the Kickapoo and Baraboo River watersheds. We are looking at a long-range plan that is not focused on a specific community but is looking at the entire watershed. The state agencies involved are WEDC, DHS, DOA, DOT, and DATCP. DNR is assisting with infrastructure and DATCP is assisting with agriculture issues with WEM working the mitigation side.

- DCI (Chris DeRemer): Nothing to report.
- DATCP (Kelly Smithback): 1) As an update on the Bovine Tuberculosis (TB) response, after joint discussions between DATCP and USDA it was decided that instead of depopulating the entire herd, there would be removal of the animals that tested positive for TB. The herd will be on quarantine until mid-year 2020 because of verification testing. If several animals of the herd test positive there will additional testing after that to release the whole herd. 2) We are participating in a directors' meeting for state partnerships. We received homeland security grants to conduct two agriculture-related exercises per region over the next two years. 3) Lastly, all DATCP employees are now utilizing the new WICAMS state badge.
  - Chair Dunbar: Do you know what you will focus on for the agriculture-related exercises?
  - DATCP (Kelly Smithback): We plan to talk to the locals and will focus on animal health and food safety.
- Wisconsin Chiefs of Police Association (Chief Steven Riffel): Nothing to report.
- DOA/DET (David Cagigal): Nothing to report.



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- Badger State Sheriffs Association (Sheriff David Mahoney): 1) Last week the Badger State Sheriff's Association hosted their winter meeting in Eau Claire. It was the largest meeting attendance we have held, in my experience. We are joining with school administrators to talk about school safety and active shooters. 2) Following the November elections, there are 30 new sheriffs statewide. Every four years there is always change at some level, but this year significant turnover was due to the high level of retirements. We need to encourage emergency preparedness in our communities. This afternoon I will reach out to several counties and talk to them about attending the Governor's Conference to get them acclimated to their roles in emergency management in their counties. The good news is that most of the new sheriffs have come from some type of emergency management background. There is also a New Sheriffs Conference that will be held the beginning of the year, with all the new sheriffs invited.
    - Chair Dunbar: That's a lot of turnover. Thank you for your report.
  - Public Service Commission (Teresa Hatchell): Nothing to report.
  - Milwaukee Police Department (Branko Stojsavljevic): Nothing to report.
  - DOC: No representative present.
  - Fire Services (Chief Kevin Bierce): Nothing to report.
  - APWA-WI: No representative present.
8. Working Group reports.
- Joint Services Working Group (Mark Michie): Nothing to report
  - CI/KR Working Group (Greg Engle): Nothing to report.
  - Wisconsin Cyber Strategic and Planning Working Group (David Cagigal): 1) New Cyber Response Team Members. As the work spreads on the Wisconsin Cyber Response Teams



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(CRTs), the membership grows. Since last month, we have added two new members representing Lafayette County and the Stockbridge-Munsee Community, which is our first tribal member. Racine County has recently requested an application to join. Assuming Racine County joins, we will have 36 CRT members. 2) The Wisconsin team is working on the list of takeaways from the Multi-State National Governors Association (NGA) Policy Academy. The next visit by the NGA team is planned for February 12-13, 2019 in Madison. 3) As I mentioned at last month's meeting, the State of Wisconsin along with private sector partners will have 20 cyber internships for the summer of 2019. We have started our visits to college campuses to solicit interest and invite students to take the Cyber Start Assessment (SANS Product) including submitting their application and resume to be considered for a cyber internship. The campus visits include: Edgewood on December 5, 2018 with ten students; UW Madison on December 7, 2018 with 13 students; Marquette University on December 7, 2018 with an unknown number of students; Madison College scheduled for the end of January 2019; UW Milwaukee scheduled for the end of January 2019; UW Whitewater scheduled for the end of January 2019; Fox Valley Tech College as a time to be determined; and Milwaukee Area Technical College at a time to be determined. 4) As I mentioned last month, we are working on distributing the basic guidelines for preventing unauthorized access and safeguarding information on state systems to our local government partners. We have met with Jon Hochkammer from the Wisconsin Counties Association and Jerry Deschane from the League of Wisconsin Municipalities who are very interested and pleased to help us get the guidelines out to their contacts. In addition to email communication, the League is preparing to publish the guidelines in an upcoming electronic supplement to their magazine. The hope is that the broad distribution of these guidelines will help ensure protection of our residents' personally identifiable information.

- Comprehensive Response Working Group (Greg Engle): The Inter-Agency Group met on December 13, 2018 and reviewed the AARs relating to the summer and fall flooding events. We recognized several strengths along with identifying areas that could be improved. The AAR will be finalized soon and published on WebEOC. WEM will work in making the improvements so they are in place for any future events.
- Information Sharing Workgroup (Chris DeRemer): Nothing to report.





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9. Briefing by WEM on the 2018 Threat and Hazard Identification Risk Assessment (THIRA) and Stakeholder Preparedness Review (SPR).

Presentation by Chad Atkinson, Catastrophic/All-Hazards Lead Planner with WEM. See Attachment #1, 12/19/2018 HLS Open Session Minutes. FEMA has recently made changes to the THIRA/SPR process. This year we have millions of dollars in declarations and disasters in Wisconsin and billions of dollars more being disbursed from FEMA nationally. The THIRA/SPR process gives us a chance to collect data to prioritize spending and helps to communicate the importance of funding training, exercises, and equipment. A THIRA/SPR is required to be eligible for Homeland Security Grant funds. There is not much movement in threats and hazards in a given region/state from year to year but there was significant time invested in preparing the THIRA/SPR. FEMA was looking at how to balance the requirements and 2018 will be the 'soft opening' of the new process. This year states will complete a THIRA/SPR for 19 of the 32 core capabilities. The core capabilities have not changed. The THIRA includes the following steps:

- THIRA Step 1: We identify the threats and hazards of concern. They must include at least one natural, one technological, and one human-caused threat or hazard. Since the THIRA serves as the risk assessment portion of the Wisconsin Hazard Mitigation Plan, we include natural hazards of concern including severe weather (tornado, high winds, hail and lightning), flooding, wildfires, drought and extreme heat, winter storms, and extreme cold, among others. In addition, we have typically included more than one technological and human-caused threats and hazards.
- THIRA Step 2: We develop context descriptions by describing the threats and hazards identified, potential impacts, and challenges to one or more core capabilities. We identify the impact a threat or hazard may have using standardized impact language utilized by FEMA. This may be a challenge due to the different forms of government and emergency management across the states.
- THIRA Step 3: We set the capability targets based on the potential impacts. The 19 capability targets identified establish a baseline for assessment. The targets are set on a three-year cycle to establish a consistent baseline. This is an opportunity to capture where we may have capability gaps and to identify the threat or hazard that most stresses each target. For example, we may establish a target to be able to decontaminate 100 individuals



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in a day but estimate that we are only able to decontaminate 80 individuals. We have now identified a gap and can then move forward on how we can address that gap.

Prior to this year, a THIRA/SPR was required to be prepared and submitted annually. Beginning this year, the THIRA portion is moving to a three-year cycle, with 2018 being year zero and 2019 as year one. The SPR portion will continue to be submitted annually. Beginning this year, the SPR portion includes the following steps:

- SPR Step 1: We assess our capabilities using the same standardized target language, to annually identify and update current capabilities, and identify how capabilities have changed over the past year. This assessment is based on real world events, exercises, and input from subject matter experts. Moving forward we will identify and describe how capability has changed over the past year, broken down by capability lost, sustained, or built. We will also provide additional information to contextualize the quantitative assessment by rating the confidence in the accuracy of the data and identify the sources of that confidence.
- SPR Step 2: We identify and quantify any capability gaps and provide additional context for each planning, organization, equipment, training and exercises (POETE) area and assign a priority rating. Once the gaps are identified, we will identify POETE areas to address those gaps or sustainment needs. We will describe the intended approaches in each area and identify the timeframe planned to address the gaps.
- SPR Step 3: We address built and sustained capabilities by identifying applicable funding sources. This also provides an opportunity to describe the impact that capabilities built or sustained with FEMA preparedness and mitigation grants had in real-world incidents over the past year.

Moving forward, the next steps will be to incorporate any final revisions comments from the Homeland Security Grant Program (HSGP) staff, the WEM training section staff, subject matter experts, and partnering agencies. The deadline for submittal to FEMA is December 31, 2018. Currently, approximately 95% of the information has been entered using the FEMA online tool. The final tweaks from HSGP obtained from recent meetings will capture after action report items along with any last-minute comments from partner agencies or subject matter experts. We





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anticipate submittal of the report on December 27, 2018 which will leave room for technology problems or any last-minute changes.

- DCI (Chris DeRemer): In the fusion centers, there is a threat assessment which informs the THIRA and is built into the draft. We will provide that to you.
- Chair Dunbar: The threats should be the same although there may be different subsets. I appreciate the brief and the efforts. Specifically, what is being asked to approve? I want to see what we are submitting.
- WEM (Chad Atkinson): In your packets you will find the proposed target capabilities based on the standardized target language for the 19 core capabilities. See Attachment #2, 12/19/2018 HLS Open Session Minutes. To the greatest extent possible, we have attempted to migrate capability targets from 2017 into the standardized target language provided for 2018.
- WEM (Greg Engle): FEMA is moving to standardized language to compile nationwide data for reports at the national level. The material in your packets describes the states' capability targets for the 19 core capabilities and identifies a confidence level. This first year (year zero) will set a baseline for the 19 core capabilities identified this year. Next year (year one) we will set the baseline for the remaining 13 core capabilities and will reassess the capability targets established for the 19 core capabilities. We may have increased confidence as we have been able to demonstrate that we are meeting that capability this year.
- DOA/DET (David Cagigal): Do you have exercises in place or are you developing new exercises?
- WEM (Greg Engle): The THIRA/SPR is used to inform the multi-year training and exercise program. We will use this information to develop training exercise plans in the future.
- Chair Dunbar: With the standardized language, are there fiscal requirements or is it a judgement call we are making for the capabilities?



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- WEM (Chad Atkinson): FEMA has provided the standardized language for the capability targets, but the state will define the specific numbers for the targets. FEMA likes quantities and numbers for cleaner reporting to Congress and leadership.
- WEM (Greg Engle): The guidance is recent, and FEMA is tweaking it weekly. They realize they are not giving a lot of time to do analysis with stakeholders and that is why they have provided 2018 as a transition year.
- Chair Dunbar: Thanks for the briefing. I think the way to move forward is to recognize that it is a priority to get it done on time. Congress is giving millions of dollars and they want to know what we have to show for it. I have attended meetings in Washington, DC and have been asked to explain the uniqueness of Wisconsin. It is important that we get this report done. I recommend, as a Council, that we concur with hitting the submittal button. I would also like to take this report to create an executive level document showing how we arrived at the conclusions. We should be able to articulate how we coordinated and arrived at the conclusions, so we can access them in a human way. I would like to target a mid-year timeline, so we are not putting WEM against the wall at the end of the year.

A motion was made by Brian Satula and seconded by David Cagigal to submit the THIRA/SPR report as is with a thorough review scheduled for mid-2019. **Motion carried.**

### 10. Other business:

- TSA (Matt Loppnow): Ed Rooney has retired, and Ed O'Neil Levine will be coming onboard in February 2019.
  - Chair Dunbar: Please convey to Ed that I look forward to meeting with him and welcoming him to the group
- FBI (Danny Day): There are no threat streams and it is business as usual. We can set our own requirements for the state. We need to demonstrate how we conclude with analytical work to



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document.

- Chair Dunbar: In terms of gap analysis, it is hard to access but I think our ability is there.
- FBI (Danny Day): With human trafficking, we need the substance behind it.
- US Coast Guard (Tim Weller): The next big thing coming up for us is ice on the Great Lakes. We do have ice cutters, but Coast Guard units are starting to demobilize. If any of you need assistance on Lake Michigan, we can respond, whatever that may be.
- USDHS (John Busch): As a quick update, on November 16, 2018, the President signed the Cybersecurity and Infrastructure Security Agency Act of 2018. This created the Cybersecurity and Infrastructure Security Agency (CISA) which is a standalone agency to lead the national effort to defend critical infrastructure against the threats of today, while working with partners across all levels of government and the private sector. What that means is USDHS is trying to push out and provide more resources to private and public sectors. I will provide a presentation in the spring about pursuing capabilities and resources.
  - DOT/DET (David Cagigal): We are looking forward to having a stronger relationship with USDHS.
  - Chair Dunbar: These are great ideas, especially since this ties in with the election cycle which fits into the 2020 presidential election. I just read this morning that another operational component for WMD is being developed.
  - USDHS (John Busch): It is it a task force or a standalone agency?
- Chair Dunbar: 1) DMA has had the privilege of providing 80 WI National Guard members to assist Arizona by taking certain support roles to free up US Customs and Border Protection. They are working in areas with cameras that are targeting where to send resources as well as assisting with aviation systems. We will continue to support and will increase the number of our service members deployed to the border in the new year. Wisconsin has the largest footprint



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of those states providing border assistance. 2) The Governor received a letter signed by four cabinet level officials on school safety that highlights and urges governors to ensure that school safety is included in their state's emergency response plans. WEM will include school safety in the Wisconsin Emergency Response Plan and make sure it is part of the conversations going forward. 3) With 30 new sheriffs throughout the state and 24 new Adjutant Generals nationally, there will be a lot of turnover in various communities and states. 4) Thank you for all that you do. It has been a privilege to sit on this Council and the agency coordination is excellent. The current gubernatorial executive order creating the Wisconsin Homeland Security expires on January 28, 2019. Whether this Council will be recreated will be up to Governor-Elect Evers. We will brief him on the work done by the Council when we meet with him. If the Council sunsets, we will still complete the Annual Report for 2018.

11. Set date, time, and place of next meeting.

- Chair Dunbar: We will hold the next Council meeting on Wednesday, January 16, 2019 from 9:00 am to 11:00 am at DMA.

12. Adjournment

A motion was made by David Cagigal and seconded by Brian Satula to adjourn the meeting.

**Motion carried.**

**Meeting adjourned at 10:10 AM.**