

# Oneida Business Committee Meeting Agenda Request Form

[Deadlines](#)[Instructions](#)

1. Meeting Date Requested: 07 / 23 / 14

## 2. Nature of request

Session: ☒ Open ☐ Executive - justification required. See instructions for the applicable laws that define what is considered "executive" information, then choose from the list below:

Agenda Header (choose one): Report

Agenda item title (see instructions):

EMHS Quarterly Report

Action requested (choose one)

☒ Information only

☐ Action - please describe:

## 3. Justification

Why BC action is required (see instructions):

Accept as provided for FYI

## 4. Supporting Materials

[Instructions](#)

☒ Memo of explanation with required information (see instructions)

☒ Report ☐ Resolution ☐ Contract (check the box below if signature required)

☐ Other - please list (**Note:** multi-media presentations due to Tribal Clerk 2 days prior to meeting)

1. WEM First Half EMPG letter of support

3.

2.

4.

☐ Business Committee signature required

## 5. Submission Authorization

Authorized sponsor (choose one): Ed Delgado, Tribal Chairman

Requestor (if different from above): Kaylynn Gresham/ Interim Director EMHS

Name, Title / Dept. or Tribal Member

Additional signature (as needed):

Name, Title / Dept.

Additional signature (as needed):

Name, Title / Dept.



**Oneida Tribe of Indians of Wisconsin**  
**Office of Emergency Management Homeland Security**  
2980 E. Service Road Oneida, WI 54155-0365  
o-920-869-6650, c-920-366-0411,  
kgresham@oneindanation.org

TO: Oneida Business Committee

FM: Emergency Management Homeland Security

REF: Quarter 3 Report/Update

Date: July 15, 2014

**General Overview:**

The Office of Emergency Management Homeland Security seeks to ensure the Oneida Nation is in a constant state of readiness to respond/react to an emergency or disaster that threatens the life safety of community members, the environment and/or assets of the Oneida Nation.

Working with response agencies/entities of the Oneida Tribe of Indians of Wisconsin it is possible for EMHS to provide coordination for timely responses to large scale emergencies and/or disasters that occur within the Oneida Community. EMHS has the ability to assist responding agencies with a tiered response by providing coordination and cooperation with surrounding jurisdictions and municipalities as needed. Through the use of coordination and cooperation emergency and disaster plans have been developed using shared response initiatives; EMHS is the go-between for response agencies/entities of the Oneida Tribe of Indians of WI and the numerous surrounding jurisdictions when an emergency or disaster that effects the Oneida Nation or the Oneida Community occurs.

**Executive Summary:**

During the last quarter EMHS has focused on the completion of the agreed upon Emergency Support Functions (ESF's) that accompany the Oneida Nation's Emergency Response Plan. There are 15 ESF's that accompany an ERP, EMHS has completed and has received approval for 4 of these plans to date. There are currently 2 that have been submitted for approval, there are 3 in draft form currently under review. EMHS is also in the process of updating the Oneida Nation Emergency Response Plan as required to be eligible for the EMPG Grant funding. The update of this document is required yearly and must be completed prior to September 30th of every year.

EMHS participated in the State wide Tornado Drill that occurred in April of 2014, as a result EMHS delivered 4 weather radios to departments with the tribe that did not currently have a weather radio. EMHS was also notified that several departments do not have up to date emergency or disaster plans, as a result plans are being developed and updated through the coordination of EMHS, the Oneida Police Department, GLIS and the engineering department. Several areas of plan development have improved greatly during the last quarter as a result of cooperation and collaboration of all departments and areas of the tribe involved in developing evacuation, emergency and disaster plans.

Oneida EMHS prides itself on working with all departments and programs within the tribal structure and the community as requested. EMHS provides assistance in developing and updating evacuation plans, disaster plans, and all emergency plans for organizational departments, buildings and community gathering spaces whenever requested.

## **I. Planning**

### **Section A – Tribal Emergency Response Plan and Emergency Support Functions**

The objective of the ERP is to maintain an all hazards plan which outlines response to any natural or manmade disaster that occurs within the boundaries of the Oneida Reservation. The ERP is nearly completely updated at this time: all phone numbers listed are current; the geographical and population indexes have been updated in line with information provided by our tribal enrollment department; all acronyms have been updated to reflect those listed in the ERP and the ESF's completed. An approval of the changes made to the ERP will need to be secured from the OBC before the end of the next reporting period so that the updates can be submitted as required for the 2nd half reporting period of the EMPG.

### **Section B – Regional Planning**

Oneida EMHS participated in Monthly Regional meetings for Emergency Management where we received updates, coordinate regionally on planning efforts and recommendations from Wisconsin Emergency Management and discussed current issues affecting Emergency Management statewide and nationally.

As the Chairperson for WiTEMA (Wisconsin Tribal Emergency Management Association) the Interim Director of EMHS attended monthly meetings. WiTEMA meets monthly to discuss Emergency Management issues affecting any/all of the 11 Federally recognized tribes throughout the state of WI.

EMHS coordinated with FEMA attending regularly offered webinars discussing the recent consultation policy passed discussing the coordination of FEMA with tribes in regards to response for emergency and/or disasters as well as the current discussion within FEMA related to the Stafford Act which discussed Disaster Declaration Processes.

Oneida coordinates with Brown and Outagamie Counties when providing information to our Communication Department on weather related incidents that have the potential to affect the reservation. During this reporting period several weather alerts were distributed. There were no weather events that occurred that required assistance or response from EMHS.

EMHS has been attending Public Health meetings focusing on a local initiative "Do one thing", this initiative focuses on providing the community information that will assist them in taking proactive steps to help themselves be more prepared in the event of an Emergency or Disaster.

## **Section C – Tribal Hazard Analysis**

Tribal Hazard Analyses are performed periodically when EMHS meets with departments throughout the organization when creating and/or updating their emergency management plans. Hazard Analyses are used to identify deficiencies or gaps existent within departments, these deficiencies and/or gaps are then prioritized according to level of significance. The Oneida Tribal Hazard Analysis identifies and records all hazards that impact the Oneida Reservation. This document is updated yearly as part of the agreed upon plan of work for the EMPG. This document is in the process of being updated and will be finalized and reported out during the second half of the reporting period of FY 2014 EMPG.

## **Section D – Mitigation Plans**

The Oneida Tribe's Pre-Disaster Mitigation Plan was approved by FEMA in 2010. The current plan is due for update FY 2015; therefore EMHS has contracted with Bay Lakes Regional Planning to update the plan by securing a grant to update the plan. The application for the grant is due to FEMA July 25, 2014. All necessary paperwork and documents have been approved and signed. EMHS is working closely with the Grants office as well as Bay Lakes Regional Planning. Upon receipt of grant approval, and completion of the updates to the plan, EMHS will resubmit the Pre-Disaster Mitigation Plan to FEMA for approval.

## **Section F – Local Plans**

EMHS continues to meet with tribal departments throughout the organization to create and update emergency, evacuation and disaster plans. During this reporting period EMHS worked with several departments on the update of there current emergency plans.

EMHS is currently working with the Oneida Three Sisters Head-Start, the Oneida Judiciary and the Skenandoha Complex evaluating there current plans. Coordinating with each building, GLIS, DPW and engineering, updates to the current floor plans are being accomplished. Upon the completion of the plans each area will have traffic plans for emergency response, updated floor plans of there building with identified areas of significance, and aerial view of the building identifying gathering areas in the event of evacuation.

## **II. Training**

The EMHS Director has attended local and state offered training courses during this reporting period, including:

Homeland Security Exercise Evaluation Program (HSEEP)  
Incident Command Training – Managing an incident  
Crisis – Emergency Risk Communication

WEM  
FEMA  
Public Health

## **Section F- Conferences**

EMHS assisted with the delivery of Oneida Youth Empowerment Camp from June 16<sup>th</sup> thru June 20<sup>th</sup>. EMHS offered the time and assistance of the staff as well as funding for the delivery of EPIC Day to the youth that were in attendance.

### **III. Exercising**

EMHS director meet with State Exercise Officer Ed Shepard to discuss scheduling a Table-top exercise in September 2014 with Oneida Head Start. The exercise will occur on September 26<sup>th</sup>, focusing on the evaluation of the current plans for Head Start, this exercise will also stress the necessity of delegating a second area for evacuation and reunification in the event of an emergency or disaster.

### **IV. Outreach**

The Director has worked in coordination with several tribal departments during this reporting period to ensure information and warnings are disseminated in a timely manner in reference to any severe weather issues that occurred during the last few months.

EMHS has worked with several departments providing templates for emergency/disaster plans. As a follow up EMHS meets with departments requesting assistance updating there plans. EMHS is still assisting Elder Services in the development of there plan.

### **VI. Other Programs/Grant Requirements**

EMHS currently has one active grant that allows for a portion of salary reimbursement. EMHS negotiates a plan of work with Wisconsin Emergency Management to complete designated tasks in relation to Emergency Management initiatives. The first half report was submitted to the Regional Director for approval. The Directors support and response to the submission are attached for review.

-----END OF REPORT

Kaylynn Gresham  
Oneida Tribe of Indians of WI  
Interim Director Emergency Management Homeland Security



**STATE OF WISCONSIN**  
**DEPARTMENT OF MILITARY AFFAIRS**  
**DIVISION OF EMERGENCY MANAGEMENT**

Brian M. Satula  
Administrator

Scott Walker  
Governor

Steve Fenske  
East Central Regional Director

June 30, 2014

Chairman Edward Delgado  
P.O. Box 364  
Oneida, WI 54155

Dear Oneida Nation Chair:

The East Central Regional Office of Emergency Management has received and reviewed semi annual reports submitted by county/tribal directors of Emergency Management for the **first half FFY 2014**. This period of time includes **October 2013 through March 2014**. The following is an excerpt from the East Central Regional report as it relates to your county.

**Oneida Nation:**

The Oneida Nation Emergency Management Homeland Security Agency (EMHS) had some personnel changes during the 1st half POW. Martin Antone, Emergency Management Director resigned in early January. Kaylynn Gresham (Deputy Director) was appointed as the Interim Director until further notice.

During the 1st half POW, Oneida Nation requested and received approval for updates for ESFs # 2, 9, 10, 11 & 15 be moved to the second half. Updates for ESFs # 4, 5, 8 and 11 were scheduled to be submitted during first half, but have not been received. EMHS continues their planning efforts with the schools for multi-agency response to active shooter events. The Interim Director also attended the annual WEMA Conference, the annual Governor's Conference on Emergency Management and attended the All County & Tribal Directors Meeting.

The Interim Director has enhanced her emergency management knowledge by attending a number of training courses and attending various other tribal and state conferences. Some training courses attended include the Wisconsin Disaster Response & Recovery Workshop, The American Red Cross Shelter training, Preparing for Damage Assessment, and the Functional Assessment Service Team training to name a few. The Interim Director also received the Planning and Management Emergency Manager Certification, the third certification of four to accomplish the requirements for the State of Wisconsin Certified Emergency Manager Certification.

Outreach included PSAs, Severe Weather/Tornado awareness, presentations with schools and Oneida Elders. PSAs have been sent to local news media outlets.

**Recommendation for full payment for both first and second half may be granted at the end of FY2014 if all required work documentation is received by the end of the grant year.**

If you have any questions regarding your County's Emergency Management Plan of Work, or my comments in this report, please feel free to contact me at any time.

Sincerely,

Steve Fenske  
Wisconsin Emergency Management  
East Central Region Director

Cc: Tribal E.M. Director