

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 06 / 08 / 16

2. General Information:

Session: Open Executive - See instructions for the applicable laws, then choose one:

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1.

3.

2.

4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution

Budgeted - Grant Funded

Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter:
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

Emergency Management 2nd quarter FY 2016 report and supporting documents discussed within the report. The supporting documents do not need to be included in the meeting packet, copies can be provided upon request.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org



Oneida Tribe of Indians of Wisconsin
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TO: Oneida Business Committee
FM: Emergency Management
REF: Quarter 2 Report (Jan – March 2016)
Date: May 31, 2016

General Overview:

The Emergency Management Department works to ensure the Oneida Nation is in a constant state of readiness through the use of efforts focusing on preparedness, mitigation, response and recovery. Coordinating and cooperating with numerous divisions and departments within the Tribal organization as well as surrounding jurisdictional response agencies/entities EM focuses on providing a coordinated timely response to emergencies and/or disasters that threaten the life safety of community members, the environment and/or assets of the Oneida Nation. Through a shared vision of coordination and cooperation emergency/disaster plans have been developed using shared principles of response initiatives; EM is the go-between for response agencies/entities of the Oneida Nation and the numerous surrounding jurisdictions when an emergency/disaster that affects the Oneida Nation or the Oneida Community occurs.

Executive Summary:

The purpose of this report is to report the activities of the Emergency Management Department during the months of January, February and March 2016. During these months the Emergency Management Department assisted in the coordination of response efforts to emergencies and participated in a number of different activities as discussed throughout the following information:

January – In response to the record snow fall that occurred in late December 2015, the Director focused on meeting with departments and areas in reference to their Emergency Closing policies and procedures as well as discussing the importance of having updated call trees for all areas. Information gathered during discussions revealed that a number of areas did not have call trees in place and that several departments did not have up to date Emergency Action Plans. The Director drafted a letter, which was sent to all Division Directors and Critical Entities requesting copies of Emergency Action Plans (EAP) and status of call trees for all areas. The letter requested copies of current building and department EAP and call trees. Along with the request, an EAP template was provided to assist with development for those areas that did not currently have an EAP. An excel spreadsheet was created and is being used to track the completed EAP and updated call trees of all buildings/departments.

EM responded to two power outages that occurred during the month of January. The first occurred on Sunday January 17th the second on Saturday January 30th. The outage that occurred on the 17th required the opening of a warming center as a result of the unanticipated duration of the outage as well as the number of individuals affected. The Oneida VFW was opened as a warming center and the Oneida Shuttle department provided 2 shuttles for transport to individuals needing assistance in getting to the warming center. A formal report of the incident was provided to the OBC on January 19th, 2016 describing the incident in detail. A copy of the report can be furnished upon request.

The second incident with occurred on January 30th did not require an Emergency Management response due to the time of day, the temperatures at the time of the outage and the estimated time of restoration provided by the electrical companies. EM did coordinate with Brown County Emergency management as well as Oneida Communications in relation to the incident. Oneida Communication used Social Media to continually update community members of the status of the incident. A formal report was provided to the OBC describing in detail the initiatives addressed during the incident. A copy of the report can be furnished upon request.

February- During the month of February, EM primarily focused on meeting with numerous departments/areas throughout the organization to assist with the development and finalization of Emergency Action Plans and call trees. During the process of development and follow-up of the EAP's EM worked to update the information on the contact list within the Emergency Response Plan for critical staff within the organization.

During the month of February the Director submitted ESF(Emergency Support Function) 5 - Emergency Management and ESF 13 - Public Safety and Security to the EM Regional Director for approval and completion as part of the Emergency Management Performance Grant requirements. These ESF's address the particular roles and responsibilities of the different areas/entities within the Tribe during an emergency and/or disaster. The Director also continued to review several other ESF's, and begin preparing the 1st half FY 2016 EMPG Report-out for the submission of the grant to the Regional Director for approval.

March - During the month of March the EM Director attended several trainings and Conferences. Trainings involving Response to Nuclear Emergencies, Crisis Intervention Resolution and Tribal Incident Command Training including a Tabletop Exercise. EM hosted ESponder Training for the BC and Critical Position Directors; as well as attended and sponsored 7 employees to attend the Annual Governors Conference on Emergency Management and Homeland Security.

Continuing the updates and development of building/department Emergency Action Plans the Director reviewed and submitted feedback on several plans to differing areas. Continuing to work on the Emergency Response Plan updates the Director submitted ESF 8 - Health and Medical, ESF 9 - Search and Rescue and ESF 14 - Long Term Recovery to the East Central Regional Director for approval along with the first half of the FY 2016 EMPG report. A copy of the Grant submission can be furnished upon request.

Oneida Nation's Pre-Disaster Mitigation Plan is in its final stages of review and update for submission to FEMA for approval. The Director worked with several Division Directors and Critical Facility Directors on the update of the plan. A public presentation of the plan was scheduled for May and will also be presented for public review at the Semi-Annual GTC meeting in July.

During the month of March the Oneida Nation declared a State of Emergency due to the potential effects of predicted snowstorm Cindy. Due to the declaration all non-critical areas of

the organization were shut down for the day of March 24th. Wisconsin Emergency Management was notified of the Declaration for Oneida. Working with the Regional Director and WEM (Wisconsin Emergency Management) on the Declaration, after reviewing all the necessary information it was noticed that although a declaration was made, Oneida did not meet the financial threshold to qualify for reimbursement for any snow removal related expenses. A final report was provided to all BC members in April accounting for the response efforts and processes followed in response to the declaration. A copy of the report can be furnished upon request and approval of the BC.

----- End of Report -----

Kaylynn Gresham
Director Emergency Management
Oneida Nation