

**JOINT MEETING  
SENIOR POLICY GROUP  
CAO HOMELAND SECURITY EXECUTIVE COMMITTEE  
UASI 2010 PRIORITY SETTING WORK SESSION: RECOVERY & MASS CARE/  
EVACUATION/SHELTERING**

**Date: Tuesday, December 15, 2009**

**Time: 9:30 – 11:45 a.m.**

**Hall of States  
Rooms 283/285  
444 North Capitol Street, NE  
Washington, DC 20001**

**Agenda**

**1. OPENING COMMENTS AND PARTICIPANT EXPECTATIONS (9:30-9:40)**

*Tony Griffin, Chair*

*CAO's Homeland Security Executive Committee  
Members, Senior Policy Group*

Members of the Chief Administrative Officers Homeland Security Executive Committee (CAO-HSEC) and Senior Policy Group (SPG) will meet with R-ESFs, RPWGs, and state subject matter experts to identify priority investments needed to close gaps in capabilities and to identify sustainment needs to be addressed using FY10 UASI funds. R-ESFs and RPWGs will need to develop detailed project management plans by January 22, 2009.

**Recommended Action: Provide opening comments and set expectations.**

**2. IDENTIFY SUSTAINMENT FUNDING REQUIREMENTS (9:40-10:10)**

The Chairs of the Emergency Managers, Mass Care, Housing and Human Services and, Volunteer and Donations Management will review for the members of the CAO HSEC and SPG sustainment needs for projects from prior UASI grant cycles. Each group will provide background material listing projects and the amount of sustainment funding requested in advance of the work session. Each group will provide background material listing projects and the amount of sustainment funding requested. The material and presentations should:

- Specify whether the sustainment requests are addressed in After Action Reports/Improvement Plans from NCR events and training exercises;
- List the amount of funding requested and whether there will be sustainment needs beyond the FY10 cycle; and
- Discuss the reasons why funding is needed in this particular cycle.

CAOs, SPG Members, and meeting attendees will discuss sustainment requests.

**Recommended Action: Develop a list of sustainment needs to be addressed using FY10 UASI funds.**

### 3. IDENTIFICATION OF INVESTMENTS TO CLOSE GAPS IN CAPABILITIES (10:10-11:30)

The Chairs of the Emergency Managers, Mass Care, Housing and Human Services and, Volunteer and Donations Management will review for members of the CAO HSEC and SPG gaps in NCR Recovery, Mass Care, Evacuation and Shelter capabilities and a prioritized list of investments needed to close gaps in capabilities followed by a discussion. All presenters will provide a 1-2 page briefing document in advance of the work session.

- The Chair of the Emergency Managers Committee will frame a discussion of the region's most critical gaps. The sector representatives should identify gaps in capabilities specific to their discipline across the NCR, including mass care, housing and human services.
- Focus on gaps identified in After Action Reports/Improvement Plans from NCR events and training exercises that require UASI funding. Many items in Improvement Plans do not require UASI funding.
- Representatives from supporting groups and sectors will provide additional commentary on proposed investments to close gaps.

CAOs and SPG Members and meeting attendees will discuss proposed investments.

**Recommended Action: The CAO HSEC, SPG and Work Group participants develop a prioritized list of areas for FY10 UASI investments.**

### 4. NEXT STEPS AND CLOSING COMMENTS (11:30-11:45)

*Tony Griffin, Chair and Members  
CAO's Homeland Security Executive  
Members, Senior Policy Group*

The major outcome of the session is to prioritize sustainment and new investments needs for FY10 and to identify a limited number of new projects proposals that will be developed and included in the NCR's FY10 UASI application.

**Recommended Action: Participants should identify:**

- **A lead for drafting each detailed project management plan due to SAA by January 22, 2010;**
- **The R-ESF and/or RPWG responsible for reviewing and providing feedback on the final project management plan; and**
- **The R-ESF and/or RPWG point of contact for each project who will be responding to questions from the SAA and members of the CAO HSEC and SPG after submission.**