

**ADVISORY COMMITTEE MEETING Minutes
September 18, 2014**

Location: Renton Technical College

Present: Lit Dudley (via phone), Brian Felczak (via phone), Chris Johnson, Denise Mack, Peter Rasmusson (via phone), Jamye Wisecup, Lynda Zambrano (via phone)

Staff/faculty: Linda Crerar, Brian Grossman, Kellie Hale, Robert Lord, Larry Price, Jason York

Guests: Nancy Aird (HSEM student/COE intern), Scott Snider (Renton TC)

Welcome, Introductions, Announcements,

Chris Johnson stepped in as Chair of the meeting due to the absence of Steve Reinbrecht and Keith Weir. Chris announced the resignation of Keith as Co-Chair of the Advisory Committee as he got a new job and will have to concentrate on his new duties.

Motion #1: Approval of May 20, 2014 meeting minutes

Update on HSEM degree program

- **BAS program – Statement of Need Review**
 - Robert and Linda have been writing up a statement of need review for the creation of the BAS degree program of HSEM. Both have been working on adding the number of jobs for people and how many people are going into the BAS degree program. They realize that different career and degree pathways could utilize this BAS pathways. The statement of need review goes out to all of the community and technical colleges in the state to look over and approve. A challenge has been to inform people that HSEM has a variety of job titles.
- **Student Enrollment – Program Impacts**
 - HSEM Student enrollment has doubled since fall of 2013. Robert projected a low number but actually believes enrollment will be higher. Pierce College continues to consider upgrading Robert to a full-time Program Coordinator. Robert will update spread sheet of student enrollment quarterly.
- **HSEM Courses – Briefing status of special certificates (Maritime/Cyber/New Tech)**
 - Special/stackable certificates for people who are already in the field and are looking for more of a management position.
 - Maritime, Port Transportation Security Certificate - Gerry Fiola, Linda, Kellie, and others have been researching what will be needed to develop Maritime, Port Transportation Security certificate. Nancy Aird researched what classes are provided for Maritime and Port

- Transportation Security, but none appear to have developed far enough if someone wanted to advance their education and career options.
- FCA/HSEM (Stackable Certificates) - Robert shared about wanting to develop special/stackable certificates for the HSEM degree program and talked about where Fire Command and HSEM intersect by identifying five courses that he felt are similar between the two programs (PIO 157, Tactics 160, Legal Aspects of Fire Service 259, ICS/NIMS 260, and Disaster & Fire Defense Planning 262).
 - Chris asked how some of these courses fit together to which Robert replied that we can dual track people with courses.
 - Robert would like to refine the course objectives for these courses and make them all one course. He believes that students should know fire rescue planning along with EM.
 - Denise Mack mentioned that it would be important to have two different perspectives when it comes to the PIO course. She stated that the combining of PIO Fire Command and HSEM could result in confusion. Brian agreed with Denise that PIO FC is different and that it is hard to put a PIO in a command position since they may not know how to work with families or other organizations.
 - The degree coordination of HSEM & FCA would allow students to end up with both HSEM/FCA certificates. Another option would be to create a FCA certificate. As of now there is no FCA certificate program. FCA has a prerequisite of having a fire service background. Students do not have to be actively serving.
 - Recommended by Denise: HSEM Fire Command Certificate – clarify the focus of titles in order to be sure that it is real clear the certificate is a specialization.
 - Members asked “What value does this certificate have with gaining employment? Does it carry any weight? Does this make them a better candidate? Chris Johnson said that he believes the value of the certificate would help in promotion and make the person a better candidate when it comes to employment. There are going to be places in duplication with EM in the fire service field. Fire Service has bigger opportunities when it comes to EM background and education.
 - Robert would like to establish an Advisory Committee for the FCA and be a part of the HSEM Advisory Committee. Right now FCA Advisory Committee ties in with Bates Technical College, but Robert feels that Bates doesn’t do a good job at meeting the needs of Pierce’s FCA program. Roberts’s options are to either continue with Bates, create a sole FCA Advisory Committee, or consolidate with HSEM/COE. Another option is to create a sub-committee for FCA.
 - Linda would like to get a simulation tool to help further online learning. This simulation tool could help with training and education for HSEM students and really focus on the applied side of learning.

- **Update on Center of Excellence - HSEM**
 - June 2014 & 2015 Summit – briefing and identify sub-committee members to help. 10th anniversary of Summit that celebrates the Center’s legislative existence. Will use this opportunity for this year’s Summit as a Founders celebration. Resiliency and recovery are two topics we really need to focus on at Summit.
 - Grants: TAACCCT & DHS Grant – National COE for Infrastructure Resilience
 - The Center applied for a Homeland Security Grant for Infrastructure Resilience Grant
 - Train us to be more resilient in more hardscape as well as in process and tools, embed new programs that tie with HS

- **Dates for 2014 and 2015**
 - **October 21 – 23:** Veterans Summit JBLM all COEs have been invited to attend by the SBCTC
 - **October 30:** Cyber Risk Summit at Whatcom Community College
 - **November 13:** Pierce County Career Day at Washington State Fair Grounds
 - **November 17-19:** IAEM National Conference – San Antonio, TX
 - **November 19-22:** Pacific NW Economic Regions Economic Leadership Forum - Seattle
 - **February 2015:** Center Self-Assessment with State Board
 - **April 14-16 2015:** Partners in Preparedness Conference
 - **June 16-17:** COE Educators and Practitioners Summit – 10 year anniversary of the COE

- **Action Items**
 - **Appoint member in the role for new co-chair**
 - Linda went over the role and duties of new co-chair. Co-chairs will work with Robert and Linda on agendas. Steve will focus more on the HSEM degree program while the new co-chair will focus on the Center. We would like to talk with people individually to see who will step up in role of co-chair for Advisory Committee.

 - **Create sub-committee for FCA program**
 - Motion was made to establish FCA sub-committee
 - Robert Lord was appointed as the liaison from the Advisory Committee for the FCA sub-committee
 - Kellie and Robert will recruit members for FCA sub-committee

 - **Create sub-committee for 2015 Summit**
 - Chris volunteered to help with planning committee
 - Jamye Wisecup offered to talk with some people at WSEMA about helping with the June 2015 Summit

Next Meeting: TBD

Location: TBD

Meeting adjourned at 3:50 p.m. followed by a tour of King County Office of Emergency Management