



Center of Excellence – HSEM
Advisory Board Meeting Minutes
February 24, 2016

Location: Pierce College Fort Steilacoom

Present: Rich Axtell, Alisha Griswold, Chris Johnson, Vickie Leighton, Jennifer Lord (new board member), Richard Schroedel, Steve Vincent, Kathy Woods (new board member), Morgan Zantua (new board member)

Staff: Nancy Aird, Linda Crerar, Wendy Freitag, Kellie Hale, Jamie Krause

Welcome, Introductions, Announcements:

Chris Johnson called everyone to order. The Advisory Board has three new members: Jennifer Lord (Training and Exercise Manager – Northwest Healthcare Response Network), Kathy Woods (Business Continuity Program Manager for Global Security – Amazon), and Morgan Zantua (Architect Cyber4Vets/MCL Recruiter – University of Washington-Tacoma)

Recognition of retiring Advisory Board Members for their service: Vickie Brown, Brian Felczak, Steve Fenton, Patrick Knouff, and Sarah Miller

Motion #1: Approval of October 20, 2015 Center of Excellence – HSEM Meeting Minutes

COE Plan and Activity Review –

- Linda showed the Advisory Board members the Center’s website: www.COE-HSEM.com. She went over the Center’s 2015-2016 work plan. The State Board has specific objectives each Center needs to meet in their yearly plans. Advisory Board also has specific objectives for the COE-HSEM to meet in its work plan. These objectives were discussed during the COE-HSEM’s Strategic Planning meeting last April.

Employer Engagement Pilot –

- Wendy discussed the Employer Engagement report. The purpose of the report was to find out what employers are looking for in the future workforce. The Center was trying to find out what the key skill sets that future employees coming out of college are missing.
- Key skills employers brought up where they saw potential employees were needing:
 - Written and oral communication
 - Strategic thinking

- Flexibility and adaptability
- Collaborative
- Analytical/research skills and decision making/problem solving (tie)
- Employers easily shared ideas of areas where investments in developing or adding curriculum to the existing AA program would be welcomed. Private sector employers emphasized that HSEM AA program recent graduates seemed overly public sector centric with an abundance of knowledge on the Incident Command System (ICS). They noted that unless a student had previous private sector work experience recent graduates generally lacked a basic understanding of the drivers of for-profit organizations. Employers suggested including a Basic Business 101 type course in future HSEM degree programs. Other common recommended areas where course work could be increased or added included:
 - Cyber security non-technical
 - Project Management
 - Financial/Grant Management
 - Public Policy
 - Public Speaking/Storytelling
 - Public/Private Partnerships

Grays Harbor College – Active Intruder Exercise –

- The Center conducted a Target Violence Armed Intruder Exercise at Grays Harbor College (GHC) on February 12, 2016. President Ed Brewster asked the Center to assist GHC in executing an exercise.
- Over 100 participants (including GHC Executive Team, faculty and staff, and Safety and Security Coordinator) participated with law enforcement agencies and Center staff.
- Center staff worked with the GHC Safety and Security Office staff to develop the presentation and tabletop exercise. A “What is Your Plan” handout was designed for GHC and distributed to participants to use in break out problem solving exercise sessions. Center staff served as exercise moderators and evaluators. The session was designed as an open, low-stress, no-fault environment for staff and faculty to discuss current plans and capabilities. An after-action report is being completed by the Center and will be provided to GHC for utilization in addressing modifications and enhancements to their emergency plans and resources.
- The Grays Harbor Sheriff Department conducted an armed assailant take down exercise for the group. This exercise stressed how law enforcement would not be the first responders to an incident. Law enforcement response from the 911 call to SWAT team arrival could be about 45 minutes. The campus incident could be over, but the law enforcement lockdown of campus could go on for a couple weeks.
- The first officers on scene need to secure the intruders location and take out the threat. Since the identity of the intruder(s) needs to be established, free movement on/off campus will be curtailed. Everyone on the campus will be assembled, identified, questioned, and

- Wednesday, April 13 Supply Chain Forum – Securing the Supply Chain – Highline College

- Monday, April 18 Lakewold Gardens Advisory Board Strategic Planning Meeting –

NOTE: DATE AND LOCATION MAY CHANGE

- Wednesday, April 6 Marine for Life Networking Event – Pyramid Brewery Seattle
- April 14 – 15 Military MOJO – Downtown Seattle Sheraton
- April 18 – 20 Security Professionals Conference – Westin Seattle Hotel - Seattle, WA
- April 19 – 21 Partners in Emergency Preparedness Conference – Tacoma Convention Center
- Tuesday, April 26 COE Directors meeting at State Board CTC – Olympia, WA
- Wednesday, April 27 PNWER – Oil Train Symposium – Clover Park Technical College – Maverick Conference Center – Lakewood, WA

May:

- May 2 – 5 Northwest Tribal Emergency Management Conference – Spokane, WA
- Wednesday, May 4 Executive Symposium/Gaining the Corporate Edge - American Lake Conference Center
- Thursday, May 5 CivilianJob.com Career Fair - American Lake Conference Center
- May 5 – 6 WAOE Conference – Longview, WA
- Wednesday, May 11 PLA Workgroup
- Wednesday, May 11 Goodwill Networking Reception Event at American Lake Conference Center
- Wednesday, May 18 JBLM Northwest Aerospace & Defense Symposium –
- Wednesday, May 18 COE Clean Energy & Construction Summit – “Building an Energized Future” – Bates TC
- May 16, 17, 18, 19, or 20 New date for COE-HSEM Strategic Planning Meeting – Location TBD
- Monday, May 23 BAC Meeting – Walla Walla, WA
- May 24 -25 JBLM Spring Career Fair – Safeco Field

June:

- June 6 -9 EMI Conference – Emmetsburg, VA

- June 16 – 17
- June 23 – 25

WIN 211 Board Retreat
IACLEA Annual Conference

July:

- July 13
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Goodwill Networking Event - American Lake
Conference Center

September:

- September 9
- September, 19 – 21

Healthcare Industry Forum - MAMC
WSEMA Conference 2016 – Spokane, WA

October:

- October 4 – 6
- October 20
- October 26
- TBD

JBLM Fall Transition Summit
CivilianJobs.com Career Fair - American Lake
Conference Center
Goodwill Networking Event - American Lake
Conference Center
Advisory Board Meeting