

# Emergency Preparedness Committee Work Plan

**Work Plan date: February 3, 2017**

**Chair and vice chair:**

Steve Swazee

[sdswazee@sharedgeo.org](mailto:sdswazee@sharedgeo.org)

(612) 239-6981

Randy Knippel

[Randy.knippel@co.dakota.mn.us](mailto:Randy.knippel@co.dakota.mn.us)

952-891-7080

**Link to committee/workgroup charter:**

[http://www.mngeo.state.mn.us/committee/emprep/EPC\\_Charter\\_2016-12-27.pdf](http://www.mngeo.state.mn.us/committee/emprep/EPC_Charter_2016-12-27.pdf)

## Accomplishments from 2016

- Conducted 4 formal meetings, including a committee business meeting and an education presentation open to anyone
- Presented at several conferences and forums promoting the U.S. National Grid
  - UMGECON, LaCrosse, WI
  - MnGISLIS Annual Conference
  - AMEM Annual Conference, Breezy Point
  - MESB Board
  - MnUSA Snowmobile Association
  - Iowa USNG Summit
  - MNUSA Snowmobile Association
- Supported SharedGeo efforts to expand Minnesota USNG mapping efforts to Iowa
  - Knowledge transfer of county and state mapping procedures to SharedGeo staff
- Formed new Tiger Team for Damage Assessment
  - Respond to MGAC directive to pursue a data model for damage assessment.

## Work Plan for 2017

**Planned activities and deliverables:**

- Conduct at least 3 meetings of the full committee
  - Discuss Tiger Team progress and provide guidance from the broader Committee
  - Knowledge and idea sharing
  - Educational presentations
- Focus on existing Tiger Team activities
  - U.S. National Grid
    - Mission: Promote the use of the U.S. National Grid
    - Increase formalization of workgroup
      - Identify and engage GIS and EM professionals in Minnesota who are currently involved in implementing the USNG

- Participate in efforts to formalize regional and national USNG workgroups
    - Participate in efforts to develop state and national USNG resources
      - Websites, tools, procedures, documentation
  - Continue to pursue opportunities to increase awareness of the U.S. National Grid
    - MEMA monthly meeting (February)
    - HSEM Governor’s Emergency Manager Conference (February)
    - MNGISLIS Annual Conference (October)
    - others
- Damage Assessment
  - Mission: Develop consistency of damage assessment data and related tools
  - Ensure success of this newly formed workgroup
    - Establish a leader
    - Establish participants
    - Establish a workplan
    - Generate regular progress reports
- Common Operation Picture
  - Mission: Raise awareness of the need to share operational information about emergency events across jurisdictions
  - Assess related systems currently being used in Minnesota and their ability to interact
    - Software systems
    - Standardized data
    - Real-time sensors and reporting technology
  - This workgroup has not been formally endorsed; however, the group’s leader is actively involved in developing and implementing a COP solution and will help establish a broader context for that solution along with the other solutions currently implemented across the state.

**Roles and responsibilities:**

- U.S. National Grid
  - Leader: Randy Knippel, Dakota County
  - Randy is the primary participant in this group engages a cadre of other people in the GIS, Emergency Management, and Public Safety communities that are also implementing the USNG, as needed.
- Damage Assessment
  - Leader: Cory Richter, City of Blaine
  - Cory has established a list of participants representing local government in the metro area and out-state area, as well as the private sector.
- Common Operating Picture
  - Leader: Guy Konietzko, GeoComm
  - Guy is the primary participant at this time and will be engaging others through his professional connections.

**Resources:**

- Committee members primarily rely on the resources available to them through their employer, with their employer’s endorsement:
  - Time commitment

- Software and hardware
- Expenses
- SharedGeo provides additional resources as they are able to, when it fits within their mission, business plan, and budget

**Committee/workgroup needs:**

- Committee will work within the constraints of the capabilities and availability of its members

**Dependencies and interrelationships:**

- This Committee depends on support from MnGeo, to the extent they are able to provide it
  - Publish and update U.S. National Grid maps
  - Provide formal endorsement when necessary
  - Engage State agencies where applicable
  - Promote the use of the USNG in State agencies
  - Act as liaison to State agencies when necessary

**Risks:**

- Potential instability caused by leadership or participant availability
  - Mitigation:
    - Ensure leaders and participants and their sponsoring organization (employer) have a vested interest in their mission
- Lack of MnGeo supporting resources
  - Mitigation:
    - Keep MnGeo informed of activities that could benefit from their involvement so they can plan accordingly
    - Minimize this dependency

**Additional Comments:** none

**Date approved by the Geospatial Advisory Council:** March 22, 2017