



Northwest Tribal Emergency Management Council

COLVILLE

LOWER ELWHA
KLALLAM

LUMMI

MAKAH

MUCKLESHOOT

NOOKSACK

SAMISH

SAUK-SUIATTLE

SHOALWATER
BAY

SNOQUALMIE

STILLAGUMISH

SWINOMISH

TULALIP

UPPER SKAGIT

YAKAMA

NWTEMC
Box 969
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NWTEMC Monthly Meeting

MINUTES

November 20th, 2008 10:00 AM

Snoqualmie Valley General Hospital

Ethan Wade Way, Snoqualmie WA 98065

Attendees:

Fred Cowie	MT Trainer	fredcowie@aol.com
Shanon Hamilton	Muckleshoot Tribe	Shanon.hamilton@muckleshoot.nsn.us
Glenn Yorks	Nooksack Tribe	gyorks@nooksack-nsn.gov
Glenn Coil	NWTEMC	glenn@nwtemc.org
Lynda Harvey	NWTEMC	Lynda@nwtemc.org
Marianne Jones	Office of Special Trustees, BIA	Marianne_jones@ost.doi.gov
Valerie Olaizola	Office of Special Trustees, BIA	Valerie_Olaizola@ost.doi.gov
Keith Tucker MD	Samish Tribe	ktucker@samishtribe.nsn.us
Fuzzy Fletcher	Snoqualmie Tribe	fuzzy@snoqualmiation.com
Sarah Chuckshank Dittmar	Snoqualmie Tribe	sarahcd@snoqualmiation.com
Cindy Ferguson	Snoqualmie Tribe	cjferguson@snoqualmiation.com
Mary Jo Miller	Snoqualmie Tribe	mjm@snoqualmiation.com
Lisa Foster	Snoqualmie Tribe	lisa@snoqualmiation.com
Julie Erickson	Snoqualmie Tribe	Julie@snoqualmiation.com
Purnell Davis	Snoqualmie Tribe	purnell@snoqualmiation.com
Jim Sande	Swinomish Tribe	jsande@swinomish.nsn.us
Joe Hemmerich	Upper Skagit Tribe	joeh@upperskagit.com



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AGENDA Items

- Introductions
- Valerie Olaizola & Marianne Jones - Puget Sound Agency – Office of Special Trustees
- 2008 NWTEMC Conference Follow-up
 - Evaluations
- NWTEMC Incorporation & Non-profit status update
 - Adoption of Conflict of Interest Policy
 - Website/email transfer
 - NWTEMC Grant monies : MRC and Homeland Security
- Potential NWTEMC EOC
- Current Grants
- Upcoming Grants
 - 2009 Tribal Homeland Security Grant
 - 2009 Interoperability Grant

Meeting came to order at 10:25 am. Location was the Hospital Annex

Introductions: Sarah Chuckshank Dittmar was introduced as Snoqualmie's new AmeriCorps Vista Worker who will be with the Tribe for the next year developing the Medical Reserve Corps Program.

Puget Sound Agency: Valerie Olaizola and Marianne Jones were guests and spoke about the Office of Special Trustees for American Indians. Marianne mentioned that the Office of Special Trustees was created in 1994 and the Puget Sound Agency provides Trust management for 14 Tribes in the Puget Sound Area. They have offices in Seattle and the main office in Everett, WA. The Puget Sound Agency is one of 12 Agencies in BIA Region 6, which is comprised of Tribes in Idaho, Oregon, Washington and parts of Montana.

Valerie and Marianne's purposes in visiting were:

- As Part of the BIA's Continuity of Operations Plan, to maintain contact with the tribes so that relationships exist during times of Emergency.
- Secondly the OST has a list of Trustees whose whereabouts are unknown. Outreach among Tribal Law Enforcement, Emergency Management and Health Care may better help find those individuals.

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2008 NWTEMC Conference wrap-in: The discussion was begun by reading the Conference Evaluations that were returned. Evaluations were received from Tribes in 3 States and the WA EMD. All were positive. Suggestions for next year's conference were solicited and comments include:

- Training and Exercises such as NIMS training and Tabletop Exercises should be included next year. This is important because of the turnover in Tribal governments. Exercises can also help me grant deliverables.
- Presentation on SmartPH training tool
- Invite Red Cross next year
- Summary standards of preparation for specific types of emergency events could be developed and discussed. This would allow representatives to have a more simple and concise set of protocols to show and or instruct others within the tribe to understand and train to.
- Continued use of vendors and possibly involve them in on-going trainings and exercises throughout the year.

Next was a discussion about next year's conference. From this discussion it was agreed:

- Maintain same format: 1 ½ Days, shorter speaker times with Training & Exercise on second day. A keynote speaker should also be added to the second day, perhaps in the middle of the morning.
- Conference will be held on Tuesday and Wednesday. This will be better for Conference organizers and vendors to set up and will be less busy, thus ensuring more rooms and better rates.

NWTEMC Incorporation and Non-profit status update: Glenn and Lynda reported that NWTEMC has submitted paperwork (Form 1023) to the IRS in order to receive a ruling as a 501(c)3 Non-profit organization. The fee to submit was \$750 and a ruling should be had within 3 Months. This will be the final step in establishing the NWTEMC as a stand-alone non-profit Emergency Management Consortium for Tribes in the Pacific Northwest.

- **Conflict-of-Interest Policy:** One of the requirements for IRS non-profit status is to have a Conflict-of-Interest Policy. Glenn and Lynda drafted a policy and asked for review and comments and once complete and agreed upon, ask that the NWTEMC formally adopt said Policy. This will be done by e-mail or phone vote.
- **NWTEMC website and e-mail:** NWTEMC has finally secured its Domain Name from Tulalip Tribes, which had previously controlled its Registration (NOTE: Domain Names



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are never owned, they are registered with ICANN and these registrations are secured through domain registry companies for up to 5 years). NWTEMC used [Network Solutions](http://NetworkSolutions.com) to register the domain name and also registered www.nwtemc.us, www.nwtemc.com, and www.nwtemc.net in order to protect brand name and copyright. NWTEMC also set up a small e-mail service (5 e-mail addresses) with Network Solutions. Previously NWTEMC e-mail was routed through Tulalip e-mail. The currently assigned e-mail are glenn@nwtemc.org, Lynda@nwtemc.org and info@nwtemc.org.

- **NWTEMC Grants:** NWTEMC is still in the process of securing its Medical Reserve Corps and Region 1 Homeland security Grants.

Upcoming grants: Lynda discussed the two upcoming grants NWTEMC will be submitting. The first is the 2009 State Homeland Security Grant, Tribal Supplement. This will be the second year of this grant (which NWTEMC also secured last fiscal year) and NWTEMC is confident they will continue to receive this important grant for helping Tribes in homeland security. The second grant is the 2009 Interoperability Communications Grant. This will allow NWTEMC to continue to build State and Region-wide Emergency Communications systems for its Tribes. Other grants include donations from Tribal governments and public safety grants from Tribal Casinos.

NWTEMC Emergency Operations Center: The next part of the Meeting was a tour of the future NWTEMC EOC. It will be located in the Weyerhaeuser Room and adjacent storage room in the basement on the north side of the Snoqualmie Valley Hospital. Its location on a solid granite hill makes this one of the safest locations In Puget Sound. It is also strategically located near major interstates, mountain passes and cities. The Snoqualmie will first set up its EOC in this location with the hope of making it Statewide for NWTEMC. The site also contains a helipad.

GOOD of the ORDER:

Meeting concluded at 1:30pm with discussion of future NWTEMC meeting schedule. It was decided that in January 2009, it will be monthly (3rd Thursday) with locations rotating to willing host Tribes. There will be no meeting in December in observance of the Holiday Season.

Information about SmartPH can be found here: <https://fortress.wa.gov/doh/smartph/>

NEXT NWTEMC MEETING: Thursday January 15th, 2009 at the Muckleshoot Indian Reservation, Hosted by Shanon Hamilton of the Muckleshoot Tribal Emergency Management. Room/Building Location to come.