

IAEM Public-Private Partnership Committee Conference Call

Wednesday, February 18, 2009
10:00 – 11:00 AM CST

Meeting Minutes

Call Participants: Shane Stovall, City of Plano, Texas (Co-Chair)
Stephen Krill, Booz Allen Hamilton (Co-Chair)
Bob Bankey, Raytheon
Michael Courton, The Courton Group LLC
Scott Hiipakka, Patriot Services Corporation
Tony Hout
Leslie Luke, San Diego County, California
Gabe Marcus, Costco Wholesale Corporation
Avagene Moore, EM Forum
Jeanie Moore, FEMA
John Neldeberg, Wells Fargo
Billy Owens, City of Irving, Texas
Deon Pfenning, City of Plano, Texas
William Simpson, Honeywell International
Michelle Smith, Wells Fargo
Chris Terzich, Wells Fargo
Paul Thomas, City of Kirkwood, Missouri
Tony Hout, BP Exploration Alaska
Melissa Trumbull, IAEM
Hui-Shan Walker, City of Chesapeake, Virginia

Next conference call: March 2009 – date and time TBD

I. Roll Call

II. FEMA External Affairs Introduction (Jeanie Moore)

Ms. Moore provided the Committee with an overview of the External Affairs group within the Private Sector Division of FEMA. External Affairs started a little over one year ago with the purpose of reaching out to the private sector and distinguishing “best practices”. Some of the group’s goals include actively engaging the private sector to identify the private sector roles according to the National Response Framework; working with organizations to improve communications in order to better disseminate vital information; and sharing of emergency management and business continuity “best practices”.

III. Private Sector Accreditation Program (Scott Hiipakka)

Mr. Hiipakka gave the Committee an overview of the Voluntary Private Sector Preparedness Accreditation and Certification Program. The Program was mandated by the 9/11 Commission Act of 2007 to establish a common set of criteria for private sector preparedness. The ANSI-ASQ National Accreditation Board (ANAB) has been selected to administer the accreditation program. A DHS Open Forum Meeting was conducted on January 13, 2009 to foster discussion and identification of a broad set of standards for the Program.

The next DHS Open Forum Meeting will be held on February 23, 2009, 9:00 a.m. - 2:30 p.m. EST at the American Red Cross Ballroom, Hall of Service, 1730 E Street NW, Washington DC.

IV. Other Reports

There were no other reports.

V. Discussion of Objectives & Development of Draft Strategies (Shane Stovall)

Mr. Stovall led a discussion on identifying methods for actualizing the first two Committee objectives.

A. Objective #1: *Establish information sharing forums regarding emergency and disaster planning, training, and exercises between the public, not-for-profit, and private sectors.*

- a. It was suggested that the Committee develop an electronic journal of public-private partnerships "best practices", to be distributed to IAEM members annually.
 - i. Excerpts from the journal could also be included in the IAEM Bulletin.
 - ii. Some potential sources to aid in developing the journal include the Disaster Recovery Journal and FEMA case studies on business best practices.
- b. Another participant suggested that Committee members share public-private partnership events on the IAEM Public-Private Partnership Committee webpage.

B. Objective #2: *Identify relationships that can be developed between public, private, and not-for-profit entities that can enhance emergency and disaster prevention, mitigation, preparedness, response, and recovery.*

a. Suggestions included:

- i. Create an IAEM Public Private Partnership Committee “Fact Sheet” to reach out to potential partners and to inform different organizations of the Committee.
- ii. Identify opportunities at conferences/IAEM Annual Conference.
 1. Work with the conference planning committee to develop a conference track dedicated to PPP.
 2. When submitting an abstract for conference presentations, be sure to include a component of a case study and how the organization partnered with the public sector. It would be beneficial to include both individuals from the private sector and from the public sector to illustrate both perspectives of the study.
 3. Host an information showcase where representatives from private industries or from not-for-profit organizations demonstrate their emergency capabilities.

Likewise, foster a forum where public sector emergency management can share their perspectives and how they can help businesses and their employees.

- iii. Following the example of Utah’s Capstone Training Program (Professional Development Series), establish a program where professionals from all sectors can network, collaborate, and share information and ideas to better understand the roles of the private, public, and not-for-profit sectors.

1. Reference:
Federal Emergency Management Agency,
Partnerships in Preparedness: A Compendium of Exemplary Practices in Emergency Management
(Volume III, pp. 47), October 1998

VI. Conference Call Logistics

- a. It was agreed upon that one hour is a sufficient amount of time for the Committee's monthly conference calls. The date and time of the March conference call will be determined and announced to the Committee.
- b. Meeting minutes, reference documents, and public-private partnership events will be posted to the IAEM Public-Private Partnership Committee webpage.

VII. Adjournment

End of Minutes

Deon Pfenning, Secretary