



# Regional Logistics Program

New York • New Jersey • Connecticut • Pennsylvania

Regional Catastrophic Planning Team (RCPT)

Newsletter Issue No. 7 • November 2010

## New Regional Integration Center

This month, the Regional Logistics Program Team moved into our new Regional Integration Center office, located at 61 Broadway. The office remains in Lower Manhattan, and provides additional space for meetings and new team members. *Please note that the team's office phone numbers have been changed.* Our updated contact information is reflected in the "Contact Us" box at the end of the newsletter. Please stop by and visit!



## Concept of Operations (CONOPS) Playbook

The latest CONOPS planning team meeting was held on Thursday, November 4th. During this meeting a macro-level review of the CONOPS Playbook was provided, allowing team members to discuss content in all sections of the document including hazard analysis, regional coordination, operational strategies and components. The complete "final draft" of the CONOPS Playbook draft will be distributed to the planning team in the coming weeks before submission to the RCPT.

In addition, Jim Penta has received all feedback from the planning team for the draft of the Waterways Task Order which is currently located on the VJPO. This task order outlines the criteria for an infrastructure capability analysis of waterway facilities within the region. The deliverables from this task order will complement the completed air and rail infrastructure capability analysis and the upcoming Trucking Task Order.

## Conference: LogCon 2011

Plans continue for the region's first Emergency Management Logistics Conference. LogCon 2011, **scheduled for May 9th and 10th**, will introduce and reinforce the concept of operating under universal logistics practices that are interoperable within and across jurisdictions. We will bring together emergency management professionals, private-sector, non-governmental, and other partners involved in logistics preparedness and response to build relationships, share best practices, and support the growth of the community.

A call for speakers will be issued shortly. Please send any speaker recommendations to Nancy Harris no later than **December 15th**.

## Website

The Regional Logistics Program Website task order was released this month. Vendor proposals will be reviewed in December, with work due to start shortly thereafter.

The [Regional Logistics Program](#) is an initiative designed to link resources, expertise, and information by encouraging collaboration among regional, state, and local emergency management partners in New York, New Jersey, Pennsylvania, and Connecticut. The program kicked off in the summer of 2009 when logistics planning, resource management, information sharing and training efforts began.

The goal of these monthly newsletters is to keep all stakeholders up-to-date on emerging and ongoing initiatives and to promote and encourage feedback from regional partners and nationwide emergency managers and planners. Each newsletter will provide information on the previous month's work within the program.

## Regional Asset Database Project (RADP)

On November 17th, the RADP planning team met to discuss and provide feedback on the draft RADP Strategy Document. This document details the goal and objectives of the project and the work of the RADP planning team. Thus far, the planning team has created an overview of the systems presently in use in the region, identified common data points that describe crucial data categories, and identified database options for interested jurisdictions. The team is in the process of developing database management guidelines.

In the next step of the project, Pearl Cheng will reach out to planning team members and project jurisdictions to survey the type of support they will need to capture resource data. The survey results will then be analyzed and used to achieve the final objective of the project, which is to devise a method to capture resource data and provide support in data entry, system design, and/or database expansion. The next RADP planning team meeting will be held in January, with an interim update provided to planning team members in December.

## Staging Area Field Operations Guide (SA FOG)

In late October, the planning team continued its discussion on the proposed organization of a logistics staging area, with consensus among members to continue development of a FOG with an organization that closely resembles an independent ICS operation. In response to the planning team's guidance, Logistics Planner Alexander Marks has continued to research best-practices in staging area organization, looking closely at best-practices from states such as Florida and Washington while turning to subject matter experts within IMTs and the NWCG for their input. Alexander has specifically been searching for input on the following questions:

- 1) Who will ultimately staff a receiving and distribution operation if activated by one or a combination of several state, county, and local partners within the region?
- 2) What are the roles and responsibilities of each of the four ICS sections – Operations, Planning, Logistics and Finance – when applied to the capabilities that will be needed at a regional receiving and distribution center?

Any planning partners with input into these questions are encouraged to contact Alexander directly and are welcomed to participate in further planning team discussions. **The next planning team meeting is scheduled for December 16th.**

## Regional Resource Management Solution (RRMS)

It has been a busy month for the RRMS project. The latest versions of several government-developed interoperability platforms – such as UICDS, IPAWS-OPEN, and VirtualUSA – have been released for assessment and use in pilot programs across the country, providing substantial new research and information for the Regional Information Management Solution (RIMS) planning team. In addition, several partner agencies from across the region have engaged DHS and FEMA for guidance on this issue, helping to create a path forward with defined next steps for the region. In light of these new developments, the RIMS planning team will convene for a meeting on **December 9th** to discuss next steps and a path forward as a region.

## Volunteer and Donations Management Annex (VDMA)

The VDMA Plan Template has been sent for review to the Program Manager and Plan Lead. Work has now begun on the Regional Coordination Document which will provide guidance to the 30 counties within the project site on how to work together in the event of a catastrophic disaster. Both documents should be ready for RCPT review and comment in January. **The next planning team meeting will take place on December 7th.**

## Credentialing Annex

Planning team members and other stakeholders in the region have provided their latest round of feedback for the Credentialing Annex to Jim Penta and Detgen Bannigan. During this round of review, planning team members and stakeholders were asked to comment on the entire document with a detailed focus on the sections that relate to their jurisdictions. Additional research was also conducted for existing interstate legislation that facilitates the transfer of credentials across state lines. The final draft of the document has now been submitted to the Project Advisor for review and comment. Once this review is complete, the document will be scheduled for presentation to the RCPT.

## Area Logistics Emergency Response Team (ALERT)

On November 16th the ALERT planning team met to discuss possible governance solutions in the overall management of ALERT. The original intent was to have a permanent administrator for ALERT, but in discussions since then we realized this may present challenges from a funding perspective. We want to make sure the work we do now is sustainable for the long term. To this end, the team is now considering training and deploying ALERT members as individuals, using the existing EMAC mechanism, rather than as a state or regional team. This will allow ALERT to continue on once the grant cycle has completed. Planning team members are encouraged to send their comments, thoughts, and ideas to Nancy Harris. **The next planning team meeting is tentatively scheduled for December 15th.**

## December 2010 Planning Team Meetings

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1	2	3
6	7 VDM PTM7 1200-1500	8	9 RRMS PTM6 1000-1100	10
13	14	15 Conf. Call for Speakers Deadline	16 SA PTM7 1400-1500	17
20	21	22	23	24
27	28	29	30	31

## Commodity Distribution Point (CDP)

On November 18th, the CDP planning team convened to begin discussion on Section 2 of the draft CDP Plan. Feedback and comments from the last planning team meeting were incorporated into Section 2 of the draft CDP Plan. FEMA suggested the CDP Command Center structure currently laid out in the draft CDP Plan might require some modification, and this option will be explored and included in the next version of the draft. Pearl Cheng will continue to collect feedback from the planning team, and will begin formatting the CDP FOG for use out in the field. Additionally, she Planning team members are encouraged to continue providing feedback on the draft CDP Plan. The next CDP meeting will take place in January, with an interim update provided to planning team members in December.

## Research: Learning Management Systems

The Regional Logistics Program is conducting research on the various types of Learning Management Systems (LMS) in use throughout the region. If your jurisdiction uses an LMS, or has plans to use one in the future, we would very much like to hear about it. Please contact Detgen Bannigan Greeff ([dbannigan@regionalcatplanning.org](mailto:dbannigan@regionalcatplanning.org)) with any information.

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- ✧ The Virtual Joint Planning Office (VJPO) is an information management tool the Regional Logistics Program uses to house draft program documents.
- ✧ For access to the VJPO or for more information on joining a planning team, please email [RCPLogistics@RegionalCATPlanning.org](mailto:RCPLogistics@RegionalCATPlanning.org).
- ✧ *Please note:* planning team participation is open to all.
- ✧ All documents mentioned in this newsletter are available on the VJPO.

## Regional Integration Center Newsletter

In addition to the Regional Logistics Program, there are a number of planning initiatives at the Regional Integration Center, including Mass Fatality, Sheltering, Housing, Continuity of Operations (COOP), Radiological Detonation Device (RDD), Debris, and Evacuation. Starting next month, a separate newsletter highlighting content from each of these plans will be distributed. If you would like to be added to that newsletter's distribution list, please contact Detgen Bannigan Greeff.