

Kitsap County Department of Emergency Management
Community Warning System (CWS) Technical Advisory Committee

CTAC



Meeting Minutes
Kitsap EOC
February 12, 2020

Attendees:

Lis Klute, Director	Kitsap Co. DEM	Doug Bear	Kitsap County
Dave Rasmussen	Kitsap Co. DEM	Chad Dean	Kitsap Co. IS
Doug Blangsted	Kitsap Co. DEM	Erina Kong	Kitsap County
Jay Lovato	Kitsap Co. DEM	Maria Jameson-Owens	Kitsap 911
Elysa Jones	Consultant, CAP SME	Michael Montfort	KCDEM/KARS
Kathryn Jordan	Kitsap Transit	Alf Anderson	KCDEM
Joe Vlach	Central Kitsap SD	Matt Brown	Port Orchard PD
Kyle Johnson	Central Kitsap SD	Carl Berg	United Way
Robert Calkins	Kitsap Co. DEM	Dustin Rodriguez	Kitsap Transit
Clint Casebolt	Kitsap Co. Court	Stephen Davis	Olympic College
Kevin Corcoran	KITZ	Debra Finley	Red Cross

1. Lis began the meeting with introductions and providing an overview of mission, vision, and goals of the CTAC.
2. Elysa presented an overview of the community warning and the processes involved in getting messages out to the community. She presented the concept of urgency, severity and certainty to drive the protocol chosen for message dissemination. The definition of REQUESTER, AUTHORIZER and ACTIVATOR were presented and discussed. The definitions of Warning, Alert and Notification were also discussed. There are many pathways for notifying the community of threats. The CTAC will address these in the meetings to come.
 - a. Does WEA (Wireless emergency alert) connect with VOIP phones that may be included in the broadcast area of a notified area? Elysa has confirmed the answer to this is NO.
 - b. Kevin C. noted that KITZ has (4) four VHF frequencies available for use if needed.
 - c. Kevin C. asked what is your plan for connecting to the ENDEC if internet is down?
3. Agency alerting capabilities:
 - a. Kitsap Transit: Using AlertSense, Gov Delivery, opt-in, text, email
 - b. Kitsap County: Gov Delivery, no additional language capability, 100K connections
 - c. NKSD: VOIP phone system internally, intercom, bells, phone, SMS; using Flashalert, Rapid Responder, School Messenger, have a silent alarm system connected to WA Alarm

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- d. Kitsap Courthouse: Using AlertSense, Kitsap1, no PA at Courthouse
 - e. Kitsap Co. IT: No PA system
 - f. Kitsap Co. PW: Has a PA system
 - g. Kitsap Co. Admin Building: Unknown if they have a PA in the building
 - h. United Way: They are in process of taking on 211 system. No PA in their facility.
 - i. Olympic College: Using Omnilert, no PA system, need to have some pre-determined messages
 - j. KCDEM: Using AlertSense, have a PA for entire DEM and Kitsap 911 building
4. Discussion on what the term "Shelter-in-place" means. There are several meanings to this term. Bob C. noted that we are not teaching people how to S-I-P.
 5. Joe V. noted that CKSD has more work to do with Naval Base Kitsap (NBK) re: notification.
 6. Discussion was held on who was not present and should be involved in this committee. The following were offered as suggestions: NBK, KC Public Health, Fire agencies, Kitsap Co. Sheriff, Olympic ESD, Cities of Bainbridge Island, Bremerton, Poulsbo, and Port Orchard, Kitsap PUD, Bremerton Nat'l Airport, Puget Sound Energy, Port Districts, Nat'l Weather Service, Tribes, Harrison CHI
 7. Discussion held on process for storing documents and minutes of committee meetings. Google Docs? Basecamp?
 8. Discussion held on frequency of meetings and future date. Quarterly meetings were generally accepted with afternoon times being unanimous. Next meeting scheduled for April 8, 2020, at 1:00pm at KC DEM.
 9. Lis K. noted that a separate breakout group will be needed in the future when discussions begin on identifying new/improved warning technologies to implement.

Meeting adjourned at 3:10pm.

JL