

NFPA Technical Committee on Emergency Management & Business Continuity

Meeting Minutes May 24, 2010 pre-ROP Conference Call

Principal Members in Attendance	Others in Attendance
Charles Adams – Medina County EM	Robert Vondrasek – NFPA VP Technical Projects
Richard Anderson – Anderson Risk Consultants	Dave Trebisacci – NFPA Staff Liaison
Lloyd Bokman - Ohio Emergency Mgmt. Agency	
Peter Brewster – US Dept. of Veterans Affairs	Members Not in Attendance
Win Chaiyabhat – Aon Global Risk Consulting	Robert P. Fletcher (P)
Steven Charvat - IAEM	David Gluckman* (P)
Roderick J. Fraser, Jr. – Boston Fire Department	Mike Janko* (P)
Robert Gazdik – Travelers Insurance Company	Gunnar Kuepper (P)
David Halstead – Florida DEM	Dana Lankhorst* (P)
David Hiscott – ConocoPhillips Transportation	Ray Lazarus (P)
David Hood – Russell Phillips & Associates	Ashley Moore (P)
Graeme Jannaway (NV)	Terry Moore (P)
Dean Larson – Purdue University Calumet	Daniel Newton* (P)
Michael Martinet – County of Los Angeles	Scott Nicoll (P)
Patricia Moore – Pat Moore Company	
Michael Morganti - DRII	Greg Cybulski (A)
Melvyn Musson – Edward Jones Company	Steve Detwiler (A)
Ashley Newsome – Emergency Response Educators	Ken Katz (A)
Bill Raisch – NYU InterCEP	Shayne Mintz (A)
Dale Romme – Hallmark Cards	Doug Nelson (A)
David Sarabacha – Deloitte and Touche	Robie Robinson (A)
Donald Schmidt – Preparedness, LLC	Michael Zanotti (A)
MaryAnn Tierney – City of Philadelphia	
Milt Wilson – Ontario Assn of Fire Chiefs	
	Carl Gibson (NV)
Alternate and Non-Voting Members in Attendance	Gavin Love (NV)
Michael Dubose (A) – Willis HRH N.A.	
Diane K. Mack (A) - IUPUI	
Lorraine Webb (A) – EM Ontario	
Donald Bliss (NV) – NI2 Center for Infrastructure Expertise	
John C. Fannin, III (NV) – SafePlace Corporation	

1. The technical committee was welcomed by Committee Chair Don Schmidt at 1:00 p.m. on Monday, May 24, 2010.
2. Self introductions of members and guests were completed.
3. Staff Liaison Dave Trebisacci provided an overview of the NFPA 1600 revision cycle process for the 2013 edition (see slide presentation on Ecommittee page).
4. Dean Larson provided an overview of the U.S. TAG to ISO TC 223, *Societal Security* activities (see slide presentation on Ecommittee page).
5. The technical committee discussed the future direction of NFPA 1600
6. Organizational Reports
 - a. Bill Raisch reiterated the ANSI/HSSP support for NFPA 1600
 - b. Graeme Jannaway reported that two training courses have been developed and are being implemented to support Z1600, *How to Manage your Program*, and *How to Audit your Program*.
 - c. DHS, no report.
 - d. Mike Morganti of DRII reported on the PS-PREP effort.
 - e. Steve Charvat reported that EMAP is now ANSI accredited.
 - f. Dave Halstead reported that NEMA continues to strongly support NFPA 1600.
 - g. Steve Charvat reported that the IAEM board is interested in exploring the possibility of an NFPA Professional Qualifications standard for emergency managers.
 - h. NFPA's Bob Vondrasek suggested that IAEM contact the NFPA Standards Council to initiate the development of a professional qualifications standard for emergency managers.
 - i. Don Schmidt reported that the both the 2007 and the 2010 editions of NFPA 1600 will continue to be part of the PS-PREP voluntary certification program for private sector preparedness programs along with the BSI and ASIS standards. Mr. Schmidt also reported that ANAB is in the process of finalizing the accreditation for certifying bodies who will evaluate private sector programs for certification under PS-PREP. He also provided an update on ASTM WK 8908 writing a standard on School Preparedness and mentioned ASTM is working on ASTM 129454 Standard on Emergency Operations Centers a resource management standard.
 - j. Pete Brewster reported that a motion to return NFPA 99 to the technical committee passed on the floor of the 2009 NFPA Annual Meeting. Under NFPA rules, the default action is that the 2010 edition will not be issued and the existing edition remains in effect until such time as a new edition can be revised through the standards development process.

- k. The technical committee discussed a list of potential topics for future study including capability-based planning and evaluation, performance measurement, continuity, networking NFPA 1600 to other standards, cyber security, employee family preparedness, competencies and curricula, information management, and the targeting of specific areas within NFPA 1600 that could be further developed or written as standalone documents.
- l. Mr. Schmidt stated that he will work on the scopes and membership of several task groups to begin the task of reviewing NFPA 1600 for potential changes for the 2013 edition. Mr. Schmidt will send an email to the technical committee with more information on the working groups.
- m. Mr. Schmidt indicated that the next technical committee meeting would most likely be held in the Fall of 2010. NFPA 1600 officially enters the revision cycle for the 2013 document early next year. The proposal closing date for NFPA 1600 is May 23, 2011. After that date, a meeting (ROP) will be scheduled to discuss any proposals received from the public.
- n. The conference call was adjourned at 3:30 p.m. ET on May 24, 2010.

Respectfully submitted,
Pete Brewster