

Arizona Invasive Species Advisory Council

Control and Management Working Group

Tuesday, November 20, 2007 Draft Meeting Minutes

Attendees:

Dr. John Brock – Co-lead (ASU Polytechnic)
Joanne Roberts – Co-lead (AZ State Parks)

Alix Rogstad (Sonora Desert Museum)
Bill Werner (ADWR)
Brian McGrew (ADA)
Brian Moorhead (SRP)
Dan Shein (State Parks)
Ed Northam (CAWMA)
Gary Russell (USDA/APHIS)
Larry Riley (AGFD)
Mariano Gonzales (ADEM)
Thomas Klabunde (TNF)

Meeting Minutes:

Work group Co-lead John Brock called into session the Control and Management work group meeting at the University of Arizona Cooperative Extension, Palo Verde Room, 4341 E. Broadway Rd., Phoenix, AZ 85040 at 10:00 a.m.

John Brock introduced Mariano Gonzales of the Arizona Division of Emergency Management (ADEM), here to give a presentation on the State's Emergency Response and Recovery Plan. Mr. Gonzales introduced himself as the State Emergency Response and Recovery Plan Coordinator, and thanked the group for being here today. Mr. Gonzales after reading the report on the Arizona Invasive Species Advisory Council (AISAC) website, mentioned that, since the AISAC is an appointment by the Governor and AISAC has a Mission, that this would qualify us as an eligible agency, as far as Mr. Gonzales is concerned, under the states plan. Today Mr. Mariano would introduce us to aspects of the Emergency Operations Center (EOC) and State plan that has applications to our objectives. The structure of emergency management has three levels: state, county, and local (city, town, or other municipality). Title 26, of the Arizona Revised Statutes, entitles jurisdictions to come up with an emergency plan and an emergency operations center. There may not necessarily be a subject matter expert in each jurisdiction but in cases where subject matter experts are needed they would turn to the agency that would have those experts available to advise. There exists threat analysts at ADEM that monitor the environment around the state for potential disasters that are natural or man-made for what ever reasons. There are many sources of information to access. The plan is maintained and updated by ADEM and the plan does tie in with the National Emergency Management System. The plan establishes a framework for coordinating between parts of government and the private sector. When a community becomes overwhelmed with a situation they would turn to the next higher form of government for additional resources if they can not find it locally. Title 26 is in

fact the Governor's Power to Create an Emergency Operations Center and a Director. It gives full powers in times of emergency to bring together any resources together need to save human life and property. There is a planning spectrum for incident management it consists of pre-incident, incident, and post incident. When there is no disaster there should be planning for each subject matter. The levels of an incident are: prevention, preparedness, response, recovery, and mitigation. Each subject matter expert has a place in incident management. The States emergency response plan has a base plan that describes an overarching structure comprised of a state wide approach to emergency management. The structure is built to assist all agencies. Important to the structure is the emergency support functions. The functions and responsibilities for coordinating resource support. Paths, guidelines, and structure are established. Communication is established between incident commanders, county emergency operations center or city/town emergency operations center. That path is already established. Identify and assess guidelines supporting documents to state annexes, more structure. Incidents with specialized application to the State's plan, support annexes, help the state EOC provide guidance, and describe functional processes of administrative requirements. Current emergency support functions are being updated to match the Federal Emergency Response framework (ESF). ESF 11 focuses on Agriculture & Natural resources. Each ESF gives specifics to agency support on how to address a problem. In the ESF structure, agencies are identified that might have a role and who would be the lead agency. ADEM can give an introduction reflecting the objectives, emergency support functions purpose and scope. ADEM can give some guidance in the areas of a situation in emergency support structure, assign roles and responsibilities, provide dialog and update plan as needed every year. Nature and complexity needs to be determined, usually the Incident Commander needs a subject matter expert. Recovery section is to find resource in the recovery phase. Criteria for activating the states plan; Resources at the city/town and county levels are overwhelmed. If you are spending more than 50% of your available resources, seek help. Disasters are always local since that is their jurisdiction. More that one state can be involved. ADEM may provide assistance to agencies that may need it in an emergency response situation. ADEM has standard operating procedures for communicating with agencies. The Federal Incident Command System (ICS) is used by all levels of government. ADEM provides IC level classes, funding is free. Multi Agency Coordination Systems: to deal with many agencies responding to a single incident and draw in those resources. The state EOC has an information program to disperse information to levels that are appropriate and receive inbound calls from the public through volunteers and the Arizona 211 system. Once Mr. Gonzales was done with his presentation he fielded questions from the group. Doug Witte made a comment noticing that the sections ESF 11 and 8 deal with natural resources and public health. Assuming the next step is (since our objectives, specifically, are currently not found in either of these our next function) will be to have invasive species added to this plan? Doug also asked if the Department of Agriculture has a current response and recovery plan. Brian McGrew was not sure if a specific response plan existed. Gary Russell mentioned that the Arizona Department of Agriculture and USDA have a joint emergency response plan. Mr. Gonzales made mention, to Mr. Witte's question if there was a fund currently available, that the Governor does have the ability to activate an emergency declaration which would release an estimated \$400K. There is an Emergency Response Council that reviews proposed emergency declarations and delivers those recommendations to the Governor. The Governor can then accept a declaration at that point and if necessary limit the amount to be spent. An incident commander's assessment will determine how dedicated funds may be spent. Mr. Witte asked if there was available funding

through the Arizona Office of Homeland Security. Mr. Mariano responded that directly, no, for other planning and other areas there may be, but that would have to be discussed through them. He went on to say that there are 5 regions in Arizona with regional advisory councils who receive applications for resources. They are available through the Federal Homeland Security program. They include supply requests like radios, training, hazmat response equipment, etc. One other question by Mr. Witte was directed toward the comment of IC training. Mr. Gonzales said that there are all levels of training available, from first responders to higher chain of command. Mr. Mariano went on to mention that it would be available for the AISAC to include IS into the states plan when the Council is ready. Larry Riley asked the question of whether or not a watch list of potential Invasive Species would be able to be incorporated into the ADEM Plan. Mr. Mariano said that that is something the threat officers would be able to use. It helps them to know the areas of concern. Mr. Mariano stated that strategic level planning can be very helpful in defining the future as agencies see these lists and recommendations. Gary Russell asked about the EOC's and their locations. Mr. Mariano stated that every county in Arizona has an EOC that tie in with the State EOC. Most cities and towns have a local Emergency Operations Plan as well. How well they are done depends on the budget of that city or town. For example the Pine/Strawberry Fire Department has their own plan and own budget, mainly focused on wild lands and fire. The State EOC will work with any county or local EOC. If they need more expertise they can ask for assistance from the State EOC. Their function of a local EOC is to tie in with first responders. Doug Witte asked if ADEM would be able to help draft recommendations to add Invasive Species issues to the State Response and Recovery Plan. Mr. Mariano said that for ESF 11 Arizona Department of Agriculture would have responsibility in drafting alterations to the plan. The new R&R Plan would most likely be out sometime in January.

Mr. Mariano was thanked for his time and Mr. Mariano offered his services if needed.

Joanne Roberts called for acceptance of the October 30th Control and Management meeting. A motion to accept was called from Dr. Ed Northam, and seconded by Dr. John Brock. Meeting minutes were accepted by unanimous vote.

Dr. Brock made a comment that we would need to try and get all of our recommendations packaged up today. Primarily, because looking at what we have left to accomplish and time is a limited factor. We will have to be able to present our recommendations for the January 8th Council meeting.

Joanne Roberts wanted to assign specific tasks to the group. Under the recommendation for volunteer implementation of training, put together generic volunteer workshop to bring volunteers into IS group. We are looking for a frame work of process on how to train volunteers in a general sense of the term. Not following any one organization's structure. From equipment use, field work, school sessions, permitting, etc. Doug Witte volunteered his services. Mr. Witte said that there are issues to consider personal injury and liability, workman's comp, training to name a few. Ms. Roberts asked that Mr. Witte have it completed prior to the December 11th meeting.

Under products and deliverables, number 3, *“Provide a prioritized list of recommended actions, timelines, responsible parties, and cost estimates. A template implementation matrix will be provided for presentation of the recommendations.”*

Ms. Roberts asked that this be worked on by the group prior to the January Council meeting.

Action Item Recommendation 2.h. *“Review existing agency education and outreach programs and make recommendations towards direction, improvement of, and/or adoption of programs from existing invasive species management resources and organizations.”*

Ms. Roberts asked Larry Riley if we could make an announcement at the next advisory council meeting that we would like this kind of information related to Invasive Species back into this workgroup. Mr. Riley said that it would be possible to develop an on-line survey fairly easily. The key thing to develop is what questions should be asked. Gary Russell made mention that the Anticipation and Outreach work group is doing its own phone survey. Ms. Roberts then said that we should ask to see the results of that survey. Mr. Riley said that he would get that information.

For recommendation 2. i. *“Identify opportunities to cooperate with Local Governments, Federal Agencies and private industry to utilize current programs and to facilitate development, testing, transfer and training concerning invasive species control and management practices.”*

There was discussion as to tie this into the rest of the management and it was determined that this would deal with funding opportunities related to Control and Management Plan.

Ms. Roberts asked for us to finish up recommendation 2. h., i., j., k., l., & m. For recommendation h. we had covered and asked for input on 2.i. & j. if through our previous discussion that we captured those recommendations. Mr. Witte asked if invasive species issues are not currently covered in BMP & IPM between USDA, cooperative extension, ADA. Dr. Northam said that there is just relating to crops and cropland, not for wild lands, non-crop land, urban areas, or rights of ways. The IPM system needs to grow more into those fields. Dr. Northam said that there is a system there, it just needs the input. Alix Rogstad said we should be looking for the commonality in invasive species issues for development of a generalized set of BMP and IPM standards and guidelines. Tom Klabunde said that, after seeing the earlier presentation, we may be able to narrow our scope of this group and utilizing what may already be in place and refer to that. Dr. Brock said that we may just emphasize that to whatever group dealing with an invasive species use the available BMP that are in place.

The workgroup made the following recommendation for the Management Plan:

Objective 2. i. *“Identify opportunities to cooperate with Local Governments, Federal Agencies and private industry to utilize current programs and to facilitate development, testing, transfer and training concerning invasive species control and management practices.”*

Recommendation: Identify sources of expertise for BMP for specific subject matters. For example Arizona Integrated Pest Management Systems, Department of Health Services, U of A Cooperative Extension Service, NRCS, USDA/APHIS. Staff training should be updated annually.

- Utilizing existing networks for deployment of information on invasive species on the local, regional, and state levels
- Deploy technologies for Prevention, Management, and Control

The group decided that for Recommendation 2.m. *“Report control, management, and restoration results to the central data base developed and maintained by the”* That information should refer to the work done in the Research and Information Management work group as a recommendation.

Mr. Riley said that we may be missing the “opportunities” for the recommendations (i) and (j) that may need to be included. Brian McGrew said that the training opportunities available through the state EOC may be useful. Ms. Roberts made mention of that the Parks and Recreation Association Conference is geared towards local areas and municipalities. It was discussed that some Control & Management responsibilities be included in the proposed Memorandum Of Understanding (MOU).

Future agenda items were discussed. First that the Product and Deliverable number 3 *“Provide a prioritized list of recommended actions, timelines, responsible parties, and cost estimates. A template implementation matrix will be provided for presentation of the recommendations.”* And the Implementation Matrix is addressed at the December 11th meeting. Ms. Roberts asked the group that before the December 11th meeting that everyone takes a look at the remaining recommendations and send their comments in to her and Dr. Brock.

Joanne Roberts called for a motion to adjourn. Bill Werner moved to adjourn and seconded by Doug Witte. By unanimous vote, Ms. Roberts adjourned the meeting at 11:50 A.M.

Future Meeting date:

December 11th, 10:00 A.M. @ the U of A Cooperative Extension, Palo Verde Room, 4341 E. Broadway Rd., Phoenix, AZ 85040

Action Items:

Everyone - Review the remaining objectives and send in some comments to Ms. Roberts and Dr. Brock.

Everyone – To bring in case study summaries with relevant control and management topics.

Everyone - Look at the recommendation priorities and timelines with associated costs.

Larry Riley – Obtain current EFS report and Anticipation & Outreach survey results

Brian McGrew – Forward out current C&M management plan and meeting minutes

Doug Witte – Volunteer outline

Dr. John Brock – Identify funding opportunities