

TERC Meeting
April 14, 2014
Agenda

Meeting Objectives: To address components and project deadlines of the Administration for Native Americans (ANA) grant while providing a professional atmosphere that fosters discussion and the implementation of policies in alignment with the Tribal Emergency Response Committee (TERC) objectives.

Time/Place: Staff Quarters at Pawnee Nation College (the building right of the Administrative Building 64) April 14, 2014 from 2:30 – 3:15 p.m. in Room 205.

i. Invocation and Introduction of Committee Facilitators

- a. Gerald Woommavovah – Emergency Service Coordinator
- b. Toni Hill – Chairperson/Public Information Officer
- c. **Discuss and approve Jan. 13, 2014 Minutes**

ii. NIMS Compliance

a. Human Resources – Shelby Exum

- i. Provide an update of compliance and completion.
- ii. New employees will be advised to complete the appropriate courses during orientation. Directors will also need to confirm the existence of and/or revise a departmental Continuity of Operations (COOP) plan. Both assignments will need to be completed during the 90-day Introductory Period as appropriate.
- iii. Discussion: Topic and date of quarterly training sessions of the National Incident Management Systems (NIMS) procedures.

iii. TERC Discussion Items

- a. Safe Room and Shelters
 - i. Education Director Rebekah Horsechief will review and prepare a proposal for the relocation of the safe room for the children and provide an update at the next TERC Meeting. In the interim, Rebecca Horsechief will provide updates to the Executive Director. Assistance from other departments will be requested as appropriate.
- b. Revise Meeting Objectives due to the completion of the ANA Grant objectives.
- c. Discussion of emergency procedures of Pawnee Nation hazardous chemical preparedness.

v. Open Forum

vi. New Business

- a. Placed on the agenda for the next meeting.
- b. Next meeting date.

Proxy Assignment: If a director cannot attend the meeting, a proxy with full power to vote and speak for the represented department must be present. The proxy also accepts the responsibility for disseminating the information from the TERC meeting to department staff.

This agenda was approved by Emergency Manager Monty Matlock on April 3, 2014.