



## Bay Area UASI CBRNE/Training & Exercise Work Group Charter

### Purpose

The Chemical, Biological, Radiological, Nuclear, Explosives (CBRNE) / Training & Exercise Work Group is chaired by Commander Tom Wright of the UASI Management Team. The work group purpose is to coordinate and build regional capabilities in support of the following Bay Area UASI Homeland Security Goals and Objectives and as aligned with the current Bay Area UASI Risk and Gap Report:

#### Goal 4: CBRNE Detection, Response, and Decontamination

Objective 4.1 - **Screening Search Detection:** Detect, locate and identify CBRNE materials and communicate relevant information to appropriate entities at the state and federal level.

Objective 4.2 - **On-scene Security and Protection:** Secure an incident scene and maintain law and order following an incident or emergency.

Objective 4.3 - **Mass Search and Rescue:** Conduct search and rescue operations to rescue persons in distress and initiate community based support operations.

Objective 4.4 - **Environmental Response/Health and Safety:** Conduct assessments and disseminate resources to support immediate environmental health and safety operations.

Objective 4.5 - **Critical Logistics:** Secure supply nodes and provide emergency power, fuel support for responders, access to community staples, and fire and other first response services.

#### Goal 8: Management Team

Objective 8.1 – **Training and Exercise:** The Bay Area UASI' Management Team delivers a regional training and exercise program through partnership with the Alameda County Sheriff's Office (ACSO)

### Workgroup Objectives

- Provide a mechanism for sharing CBRNE/Training & Exercise best practices.
- Coordinate and support a regional collaboration to improve CBRNE planning, preparedness, and recovery capabilities within the Bay Area.
- Inform, coordinate, and submit annual UASI project proposals related to CBRNE/ Training & Exercise stakeholders.
- Guide and oversee the progress of regional CBRNE/Training & Exercise projects.
- Deliver status reports, as needed, to the UASI Approval Authority, the Coastal Region MARAC, and other stakeholder groups.

### Level of Commitment

The schedule of meetings will be determined by the workgroup members on an annual basis and shared in December for the coming year. Members are encouraged to attend all meetings in person but may attend via teleconference when necessary.

Members should expect to contribute 2 – 4 hours per month depending on the active projects and subcommittees. Further details regarding participation in subcommittees and regional projects may be found in the annual work plan for this workgroup.

### **Membership**

Membership is open to all partners, including Cal OES; in the Bay Area UASI region engaged in CBRNE preparedness, response and recovery efforts as well as training and/or exercises. The Workgroup Chairperson maintains a membership roster.

### **Governance**

The Bay Area UASI Project Manager (ACSO Commander) assigned to the Workgroup shall serve as the Chairperson and Scribe. It is the responsibility of the Chairperson to report recommendations and progress of the Workgroup to the UASI General Manager. As appropriate, the UASI General Manager may add updates and/or recommendations on behalf of this Workgroup to the agenda for a scheduled UASI Approval Authority meeting.

The CBRNE/Training & Exercise Workgroup and Chairperson oversee all active subcommittees. The workgroup chairperson and/or the workgroup members will decide when and how to form a subcommittee, as well as when to dissolve a subcommittee. Subcommittees will be formed to accomplish specific tasks and oversee regional projects related to emergency management.

Subcommittee recruitment and maintenance of the member roster list is the responsibility of the Workgroup Chairperson. Subcommittees may vary in size. A standard subcommittee will aim to have at least five (5) active members representing UASI jurisdictions in multiple regions within the Bay Area, including a cross-section of Operational Area and Core Cities.

Responsibilities of each subcommittee are outlined in the Workgroup's annual work plan and/or relevant project charters.

### **Voting Rights**

Decisions will be made through discussion and consensus of the 14 UASI jurisdictions. If necessary, a majority vote will be used to make a decision when consensus is not achievable. Voting rights are limited to one vote per UASI jurisdiction: San Francisco, San Mateo County, Santa Clara County, City of San Jose, Monterey County, San Benito County, Santa Cruz County, Alameda County, City of Oakland, Contra Costa County, Solano County, Napa County, Sonoma County, and Marin County.

### **Documentation**

The Chairperson maintains a record of the working group meetings and will distribute meeting agendas two weeks prior to each meeting, and meeting minutes no later than one week after each meeting. All meeting materials, including presentations and handouts will be provided to participants in electronic format.

### **Process for Charter Updates/Changes**

Updates and changes to this Charter are the responsibility of the Bay Area UASI Management Team, although changes will be discussed with the workgroup members prior to adoption.