

**Meeting of the Interagency Continuity of Operations (iCOOP) Committee**

**Tuesday, May 27, 2013**

**9:30 a.m. – 11:30 a.m.**

Edna Lucille Goodrich Building (7345 Linderson Way SW, Tumwater, WA 98504-7359)

Conference room 1028A

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**Welcome & Introductions**

**Sonia Soelter**

Reviewed building evacuation instructions. Michael Johnson has been appointed in accordance with the charter to replace Bruce Ensign.

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**Military Department Update**

**Shannon  
MacFarlane**

Shannon reminded everyone to turn in their updated plan to John Ufford by June 30<sup>th</sup>. It was requested that an email be sent out to agencies with a red status prior to sending information to Results WA. Shannon suggested EMD send out the slides to the iCOOP membership.

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**Exercise Development**

**J. Hofe**

J. presented a brief overview of the exercise development that her agency undertook recently

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**Interdependencies Subcommittee Report**

**Arel Solie**

Arel gave an Interdependencies Subcommittee update. The subcommittee has collected 74 pages of data from the interdependency survey. They received 354 individual interdependencies where one agency depends upon another agency to perform their essential functions. There will be more analysis to determine who the entries really belong to since there was confusion about which state agencies is responsible for what. Of those entries, 71% belong to CTS, DES, WDOT, OFM, WSP and the Treasurer (The Big 6). An email will be sent out with a tool kit to those state agencies not included in The Big 6. The subcommittee plans to meet with The Big 6 individually to go over the findings and offer assistance.

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**Training & Education Subcommittee Report**

**Sonia Soelter**

Sonia gave Exercise & Training update. The subcommittee reviewed results from the Poll in February. Upcoming training may include: Succession, Electronic Records Recovery, Training on Training, Winter Preparedness (with COOP integration). It was suggested that a list of people who are able and willing to facilitate an exercise be compiled.

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**COOP Learning Consortiums**

**Shannon  
MacFarlane**

Shannon introduced COOP Learning Consortiums. Concerns were brought up that there may not be enough subject matter experts-more users than leaders. It was suggested to use professors from state institutions. Also suggested mixing in academics to apply practical tactics. Ex. AFERS-Who does what?

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**Meeting Conclusion****Sonia Soelter**

COOP updates due in June.

Training and Exercise committee will be asked for input which will be reviewed by leadership group to keep current meeting relevant

Next iCOOP – June 24

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