

Final
STAFF SUMMARY OF MEETING

COMMITTEE ON LEGISLATIVE EMERGENCY PREPAREDNESS, RESPONSE, AND RECOVERY

Date: 11/10/2015

Time: **01:31 PM to 03:35 PM**

Place: HCR 0112

This Meeting was called to order by
Senator Lambert

This Report was prepared by
Matt Becker

ATTENDANCE

Devlin	X
Eddins	X
Haskins	X
Herreid	X
Jani	X
Kurtz	*
Majors	X
Newell	*
Saine	*
Lambert	X
Winter	X

X = Present, E = Excused, A = Absent, * = Present after roll call

Bills Addressed:	Action Taken:
Election of Chair and Vice-Chair	Chair and Vice-Chair Elected
Overview of Recent Legislation and Continuity of Operations Plans	Witness Testimony and/or Committee Discussion Only
Review of ReadyOp and COOPs	Witness Testimony and/or Committee Discussion Only
Executive Session	Witness Testimony and/or Committee Discussion Only
Committee Discussion	Recommendation(s) Approved
Potential Legislation	Recommendation(s) Approved

01:31 PM -- Election of Chair and Vice-Chair

BILL:	Election of Chair and Vice-Chair	
TIME:	01:32:03 PM	
MOVED:	Lambert	
MOTION:	Elect Representative Winter as Chair and Senator Lambert as Vice-Chair of the Legislative Emergency Preparedness, Response, and Recovery Committee. The motion passed without objection.	
SECONDED:		
		VOTE
	Devlin	
	Eddins	
	Haskins	
	Herreid	
	Jani	
	Kurtz	
	Majors	
	Newell	
	Saine	
	Lambert	
	Winter	

Final YES: 0 NO: 0 EXC: 0 ABS: 0 FINAL ACTION: Pass Without Objection

BILL:	Election of Chair and Vice-Chair	
TIME:	01:33:10 PM	
MOVED:	Lambert	
MOTION:	Every November, switch the chairmanship of the committee between the House and Senate. The motion passed without objection.	
SECONDED:		
		VOTE
	Devlin	
	Eddins	
	Haskins	
	Herreid	
	Jani	
	Kurtz	
	Majors	
	Newell	
	Saine	
	Lambert	
	Winter	
	Final YES: 0 NO: 0 EXC: 0 ABS: 0 FINAL ACTION: Pass Without Objection	

01:35 PM -- Overview of Recent Legislation and Continuity of Operations Plans

Mr. Damion Pechota, Legislative Council Staff, came to the table to discuss a memorandum (dated July 31, 2015) concerning the overview of the committee (Attachment A).

BILL:	Overview of Recent Legislation and Continuity of Operations Plans	
TIME:	01:36:21 PM	
MOVED:	Lambert	
MOTION:	Direct Legislative Council Staff to correct the committee overview memorandum dated July 31, 2015. The motion passed without objection.	
SECONDED:		
		VOTE
	Devlin	
	Eddins	
	Haskins	
	Herreid	
	Jani	
	Kurtz	
	Majors	
	Newell	
	Saine	
	Lambert	
	Winter	
Final YES: 0 NO: 0 EXC: 0 ABS: 0 FINAL ACTION: Pass Without Objection		

Mr. Pechota discussed recent legislation impacting emergency preparedness: Senate Bill 15-220 and Senate Bill 15-248. In response to a committee question regarding the supervising agency for SB 15-220, Mr. Pechota discussed the need for an executive session. Mr. Pechota then discussed the Executive Summary of the Continuity of Operations Plan (COOP) for Legislative Agencies (Attachment B). Mr. Pechota discussed recent progress on COOPs for legislative agencies.

01:40 PM

In response to a committee question regarding the integration of the various legislative agencies' COOPs, Mr. Pechota discussed recent efforts to make the plans consistent with each other. Ms. Eddins discussed the most recent submission of COOPs to Legislative Council Staff.

BILL:	Overview of Recent Legislation and Continuity of Operations Plans	
TIME:	01:45:00 PM	
MOVED:	Lambert	
MOTION:	Direct Legislative Council Staff to inventory and report on the latest version of the legislative agency COOPs. The motion passed without objection.	
SECONDED:		
		VOTE
	Devlin	
	Eddins	
	Haskins	
	Herreid	
	Jani	
	Kurtz	
	Majors	
	Newell	
	Saine	
	Lambert	
	Winter	
Final YES: 0 NO: 0 EXC: 0 ABS: 0 FINAL ACTION: Pass Without Objection		

01:45 PM -- Review of ReadyOp and COOPs

The committee recessed.

01:52 PM

The committee reconvened. Committee members received an informational handout on the ReadyOp command, control, and communications system (Attachment C). Mr. Kevin Klein, Director, Division of Homeland Security and Emergency Management, came to the table to discuss the implementation of ReadyOp and state government agency COOPs. He discussed recent progress with COOP plans for executive branch agencies and the latest emergency response guide for the executive branch. In response to a committee question regarding alert notification systems, Mr. Klein discussed a recent request for proposal for an alert notification system for state agencies. He discussed recent examples of the need for an alert system for the legislative branch. He also discussed the interface between the alert notification system and the Human Resource Information System and the potential to use the alert system for other purposes, in addition to emergencies.

01:58 PM

In response to a committee question on the willingness of the Department of Public Safety (DPS) to review the legislative branch's COOPs, Mr. Klein stated DPS is continuously reviewing COOPs for executive branch agencies and is willing to act as a consultant on COOPs for legislative branch agencies. In response to the paradigm shift generated by the implementation of ReadyOp and the sensitive nature of response plans, Mr. Klein discussed the statutory classification of Sensitive Security Material (SSM). Discussion ensued on established protocols for SSM.

02:07 PM

In response to a committee question regarding the state's response to a large disaster, Mr. Klein discussed the state's Continuity of Government (COG) plan.

BILL:	Review of ReadyOp and COOPs	
TIME:	02:11:35 PM	
MOVED:	Lambert	
MOTION:	Direct Legislative Council Staff to research the state's Continuity of Government plan. The motion passed without objection.	
SECONDED:		
		VOTE
	Devlin	
	Eddins	
	Haskins	
	Herreid	
	Jani	
	Kurtz	
	Majors	
	Newell	
	Saine	
	Lambert	
	Winter	
Final YES: 0 NO: 0 EXC: 0 ABS: 0 FINAL ACTION: Pass Without Objection		

02:12 PM -- Executive Session

BILL:	Executive Session	
TIME:	02:12:22 PM	
MOVED:	Winter	
MOTION:	Convene an executive session pursuant to Section 24-6-402 (3)(a)(IV), C.R.S. The motion passed on a vote of 4-0.	
SECONDED:		
		VOTE
	Devlin	Yes
	Eddins	Yes
	Haskins	Yes
	Herreid	Yes
	Jani	Yes
	Kurtz	Yes
	Majors	Yes
	Newell	Yes
	Saine	Yes
	Lambert	Yes
	Winter	Yes
Final YES: 11 NO: 0 EXC: 0 ABS: 0 FINAL ACTION: PASS		

The committee entered executive session to discuss security matters and the implementation of SB 15-220.

BILL:	Executive Session	
TIME:	03:23:55 PM	
MOVED:	Winter	
MOTION:	Adjourn the executive session and reconvene the regular public session of the committee meeting. The motion passed without objection.	
SECONDED:		
		VOTE
	Devlin	
	Eddins	
	Haskins	
	Herreid	
	Jani	
	Kurtz	
	Majors	
	Newell	
	Saine	
	Lambert	
	Winter	
Final YES: 0 NO: 0 EXC: 0 ABS: 0 FINAL ACTION: Pass Without Objection		

03:25 PM -- Committee Discussion

The regular public session reconvened.

BILL:	Committee Discussion	
TIME:	03:25:39 PM	
MOVED:	Winter	
MOTION:	Recommend that the Colorado State Patrol make a recommendation to the committee and work with Legislative Council Staff on emergency preparedness for the legislative branch. The motion passed without objection.	
SECONDED:		
		VOTE
	Devlin	
	Eddins	
	Haskins	
	Herreid	
	Jani	
	Kurtz	
	Majors	
	Newell	
	Saine	
	Lambert	
	Winter	
Final YES: 0 NO: 0 EXC: 0 ABS: 0 FINAL ACTION: Pass Without Objection		

03:27 PM -- Potential Legislation

Committee discussion ensued on potential committee legislation, recommendations, and safety training for legislators and legislative staff.

BILL:	Potential Legislation	
TIME:	03:34:14 PM	
MOVED:	Newell	
MOTION:	Recommend to the Executive Committee of the Legislative Council to require mandated training for emergency preparedness for all legislative aids, interns, staff, and legislators on a biannual basis. The motion passed without objection.	
SECONDED:		
		VOTE
	Devlin	
	Eddins	
	Haskins	
	Herreid	
	Jani	
	Kurtz	
	Majors	
	Newell	
	Saine	
	Lambert	
	Winter	
Final YES: 0 NO: 0 EXC: 0 ABS: 0 FINAL ACTION: Pass Without Objection		

03:35 PM

The committee adjourned.



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Legislative
Council
Staff**

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MEMORANDUM

July 31, 2015

TO: Members of the Legislative Emergency Preparedness, Response, and Recovery Committee

FROM: Damion Pechota, Research Analyst, 303-866-4789
Matt Becker, Research Analyst, 303-866-4785

SUBJECT: Overview of the Legislative Emergency Preparedness, Response, and Recovery Committee

Summary

This memorandum provides an overview of the Legislative Emergency Preparedness, Response, and Recovery Committee (committee) for the 2015 interim. Specifically, the memorandum provides the following information:

- charge of the committee;
- committee membership;
- committee staff and website;
- the number of approved meeting dates and bill recommendations; and
- a summary of 2015 legislation regarding emergency preparedness.

Committee Charge

The Legislative Emergency Epidemic Response Committee was established by Senate Bill 07-229 in Sections 2-3-1501 through 2-3-1503, C.R.S., in response to concerns about epidemic emergencies. House Bill 10-1080 amended Section 2-3-1503, C.R.S., to expand the scope of the committee to include disaster preparation and to authorize the committee to recommend legislation. In addition, the bill changed the title of the committee to the Legislative Emergency Preparedness, Response, and Recovery Committee. The committee is required to develop a plan for the response by, and the continuation of operations of, the General Assembly and the legislative branch in the event of an emergency epidemic or disaster. That plan is now known as the Legislative Continuity of Operations Plan (COOP).

In addition to its statutory charge, the committee is authorized to convene, in the event of an emergency epidemic or Governor-declared disaster emergency, as rapidly and as often as necessary to advise the Speaker, the President, and the legislative service agencies regarding reasonable and appropriate measures to be taken by the General Assembly and the legislative service agencies to respond to and recover from the emergency epidemic or disaster and to protect public health.

The committee is also required to communicate with, cooperate with, and seek advice from the Governor's Disaster Emergency Council, the Department of Public Health and Environment, the Governor's Expert Emergency Epidemic Response Committee, and the Division of Homeland Security and Emergency Management within the Department of Public Safety.

Committee Membership

The 11-member committee is comprised of 2 members of the Senate, 2 members of the House, the Secretary of the Senate, the Chief Clerk of the House, and 5 members representing legislative staff agencies. In 2015, the committee is comprised of the following individuals:

- Senator Kent Lambert
- Senator Linda Newell
- Representative Lori Saine
- Representative Faith Winter
- Mr. Matt Devlin, Deputy State Auditor, Office of the State Auditor
- Ms. Marilyn Eddins, Chief Clerk of the House
- Ms. Debbie Haskins, Assistant Director, Office of Legislative Legal Services
- Mr. Todd Herreid, Fiscal Director, Legislative Council Staff
- Mr. Manish Jani, Senior IT Manager, Legislative Council Staff
- Mr. John McKay, Acting Secretary of the Senate
- Mr. John Ziegler, Director, Joint Budget Committee

Committee Staff and Website

Legislative Council Staff is charged with assisting the committee in its activities. If you have any questions or would like any additional information concerning the committee, please contact any of the following staff:

- Damion Pechota, Research Analyst, damion.pechota@state.co.us, 303-866-4789
- Matt Becker, Research Analyst, matt.becker@state.co.us, 303-866-4785

You may also visit the committee website at: <https://www.colorado.gov/pacific/cga-legislativecouncil/legislative-emergency-preparedness-response-and-recovery-committee>

Committee Meeting Dates

The committee is required to meet once annually, and is limited to six meetings total. The dates and locations of future meetings will be announced at a later date.

Dates and Requirements for Draft Legislation

Bills must be requested and approved at public meetings of the committee. Bills must be finalized 11 days prior to the Legislative Council meeting at which the committee will take final action on the bills. The Office of Legislative Legal Services requests that bills be requested at least 31 days prior to the meeting at which the committee will approve legislation. Therefore, any meeting at which the committee makes requests for legislation should be held no later than **October 2, 2015**, and the meeting at which the committee approves any draft legislation should be held no later than **November 2, 2015**. Prior to voting on bills to report to the Legislative Council, a fiscal analysis must be prepared.¹ Bill drafts and fiscal notes will be sent to the committee three days prior to the meeting at which the bills will be approved. There must be a majority vote of the legislative members to recommend any legislation.²

Legislative Council review. The Legislative Council must meet by **November 15, 2015**, to approve draft legislation. Bills not approved by the Legislative Council may be introduced during the regular session, but such bills will count against a member's five bill limit. Committee bills must have prime sponsors prior to approval by the Legislative Council.³

The Legislative Council is scheduled to meet on November 10, 2015.

Committee Recommendations to Legislative Council

The committee may refer bills up to five bills to the Legislative Council. Bills approved by the Legislative Council do not count against a member's five-bill limit for the regular legislative session.⁴

2015 Legislation Impacting Emergency Preparedness

In 2015, two bills concerning the emergency preparedness and management for state officials were passed by the General Assembly.

Senate Bill 15-220. The bill requires the Colorado State Patrol (CSP) in the Department of Public Safety (DPS) to:

- provide protection for state legislators when they are present in the "State Capitol Buildings Group" bounded on the north by 16th Avenue, on the west by Broadway, on the south by 11th Avenue, and on the east by Grant Street;
- respond to all complaints relating to criminal activity or security threats against a legislator;

¹As required by House Bill 15-1335.

²Joint Rule 24A (d)(6).

³Joint Rule 24 (b)(1)(E).

⁴Joint Rule 24 (b)(1)(D)

- provide adequate law enforcement services for the buildings, grounds, and other facilities in which the General Assembly has designated space, including, but not limited to, the State Capitol Building, the Legislative Services Building, and the State Office Building at 1525 Sherman Street; and
- coordinate law enforcement efforts, when appropriate, with local law enforcement agencies and with the security officers of each house of the General Assembly.

In addition, the CSP may render other protection and security services as requested by the President of the Senate, the Minority Leader of the Senate, the Speaker of the House of Representatives, or the Minority Leader of the House of Representatives. The CSP may also provide these services, with appropriate coordination with local law enforcement, for any state function that any member of the General Assembly attends in an official capacity. Factors to be considered in determining the need to provide services include: event location, estimated threat level, and staffing requirements.

Senate Bill 15-248. The bill repeals the State Facility Security Fund. Since the fund's creation, there has been no deposit of moneys into the fund and no grants have been made. In addition, the bill maintains that state departments and agencies are required to comply with building security rules that require funding only if funds are available.

Appendix A

Executive Summary: Continuity of Operations Plan (COOP) For Legislative Agencies

The Continuity of Operations Plan addresses the logical flow of events to respond to major disruptions in essential functions, mission critical services, and technology infrastructure. Specifically, each legislative agency (Legislative Council Staff, Office of Legislative Legal Services, Joint Budget Committee Staff, Office of the State Auditor, Legislative Information Services, the House, and the Senate) has a plan to address the events to:

- Continue or resume time-sensitive operations of the essential functions identified by the agency, including the identification of minimum staffing requirements needed to perform those essential functions.
- Activate the resumption and support of the essential functions, including the documentation of the agency's chain of command structure and the identification of the decision makers and the positions that will perform the work needed to resume the necessary work operations.
- Identify the responsibilities of the key staff members assigned to perform the essential functions and the steps necessary to progress towards resumption of the normal business operations of the agency.
- Describe how the agency will communicate and coordinate with its staff members through the use of agency-specific emergency contact lists and telephone call trees. In addition, the members of the Legislative Management Team will utilize their established procedure for communicating with each other in order to share information between the legislative service agencies and the House and the Senate.
- Achieve each of the above objectives in a timely, efficient, and cost-effective manner.
- Return to a permanent operating environment.

Adopted by the Legislative Management Team on June 4, 2009
Reviewed by the LEPRRC on October 31, 2013

Appendix B

Continuity of Operations Plans for Colorado Government

Continuity of Operations Plans, or COOPs, are created to identify an organization's response to a wide range of potential emergencies. These plans address issues of communication, staffing, facilities, and decision-making in order for the organization to meet critical responsibilities. Plans also provide steps for an immediate reaction to an emergency and for a long-term response when circumstances prohibit resuming normal business functions.

In Colorado, the Division of Homeland Security and Emergency Management in the Colorado Department of Public Safety coordinates the development and execution of COOPs for state departments. The division is also available to assist and coordinate COOP activities with the legislative and judicial branches. After developing the COOP, departments are encouraged to exercise the plan and identify personnel within groups that are responsible for maintaining the COOP on a regular basis. All 19 state departments have developed a COOP, and a majority of these have exercised the plan in training. The COOP for the legislative branch was developed by the legislative staff directors. Additionally, each legislative service agency maintains its own COOP, which can be obtained from each individual agency.

In 2008, the Legislative Emergency Epidemic Response Committee, since renamed the Legislative Emergency Preparedness, Response, and Recovery Committee, (LEPRRC) developed an emergency plan that involves activation of the legislative COOP and the process outlined in Joint Rule 44, which was adopted by the General Assembly during the 2009 legislative session. Activation of the legislative COOP and the use of Joint Rule 44 depends on the timing of the emergency — whether during session or not — and the nature of the emergency. The LEPRRC Decision Tree, found in Appendix C, maps the legislature's responses to an emergency during and out of session.

Legislative Continuity of Operations Plan (COOP)

This is the continuity of operations plan for the General Assembly and the Legislative Department. The response plan differs based on whether the legislature is in or out of session when the Governor issues an executive order or proclamation declaring a disaster emergency. Other variables, such as length and severity of the disaster or emergency epidemic, impact the manner in which the plan is executed. The COOP is based on the following assumptions:

- 1) The General Assembly would continue to meet at the State Capitol and would not relocate to a pre-designated alternative site, unless the Capitol was declared uninhabitable by the CDPHE. The first choice for an alternative site would be in the Denver metro region.
- 2) A virtual electronic session would be too costly and has too many logistical difficulties for consideration at this time. A "last resort" option might include suspending restrictions on legislators participating in committee meetings via telephone or another electronic connection.
- 3) The length of the legislative session may need to be adjusted in the event of a declared disaster emergency.

4) Because of general safety concerns in the event of a disaster and the expected absenteeism and the risk of further spreading the disease in the event of an emergency epidemic, one of the first questions to be resolved by the Executive Committee and the Governor is whether there is truly a reason for the General Assembly to meet and when it is safe to assemble in public during a legislative session.

COOP Planning

The Governor and the legislative leadership must decide if the General Assembly needs to meet during a declared disaster emergency. If the General Assembly does need to meet, the Governor and the legislative leadership will have to determine how the timing of the legislative session can occur with the least risk to members, staff, and the general public. The two scenarios detailed below are contingent upon whether the General Assembly is in or out of session at the time of a declared disaster emergency.

Scenario I: General Assembly in Session at the Time of a Declared Disaster Emergency

If the General Assembly is in session at the time of notification of the Governor's declaration of a disaster emergency, the following protocols would ensue.

- 1) The Executive Committee of the Legislative Council shall meet and set forth the following:
 - A. The list of items or topics on which members of the General Assembly may submit requests for bills to address the particular declared disaster emergency and the prioritization of any pending legislation that the Executive Committee deems necessary to enact prior to adjournment or recess of the regular session.
 - B. The Executive Committee shall determine what budgetary issues still need to be addressed and identify the critical responsibilities of the General Assembly in light of the declared disaster emergency. Among the legislative items to be considered are:
 - the annual general appropriation act;
 - the annual legislative appropriation bill;
 - any supplemental appropriation bills;
 - the school finance bill; and
 - any other issues that, in the estimation of the Executive Committee are critical to address prior to recess or adjournment.
 - C. The Executive Committee shall determine a limit on the number of bill requests that the members of the House or Senate may request and introduce.
 - D. In addition, the Executive Committee shall adopt a deadline schedule including the dates when the General Assembly shall convene or resume meeting.

- E. If necessary, the President and the Speaker or their designees shall activate the critical information call tree of the General Assembly (if the legislature is in recess or adjourned for less than three days).
- 2) If it is determined that meeting in the State Capitol poses an increased health risk to the members of the General Assembly or to the public, the Executive Committee will make other arrangements to have the General Assembly meet on a temporary emergency basis at an alternate location within or outside the city and county of Denver.
 - 3) Upon convening of the General Assembly, the House and Senate shall adopt by a simple majority vote the rules of the House and Senate and the joint rules as temporary rules.
 - 4) New, smaller committees of reference shall be appointed by resolution to serve during the period of the declared disaster emergency in both the House and the Senate. The committees shall be in existence only during the declared disaster emergency.
 - 5) During the declared disaster emergency, rules prohibiting electronic participation in committees of reference may be suspended. Any member who participates in a committee of reference by telephone or other electronic connection shall be required to provide a password verification prior to being allowed to participate in the deliberations of the committee.
 - 6) Nothing in the emergency rule shall change the constitutional requirements for the number of legislators required to pass a bill by majority vote.
 - 7) The number of working days shall be counted as one hundred twenty separate calendar days as opposed to one hundred twenty consecutive days during a declared disaster emergency.
 - 8) The Secretary of the Senate and the Chief Clerk of the House shall have additional powers and authority in a declared disaster emergency to implement new or streamlined methods of operation and may suspend requirements set forth in the rules of the Senate or House and the joint rules.

Scenario II: The General Assembly is not in Session at the Time of a Declared Disaster Emergency

The primary difference between Scenario I and Scenario II is the use of the critical information call tree of the legislature to notify members of changes to the legislative schedule and the plan for modification of the legislative rules. Scenario II contemplates enough advance notice of a disaster or emergency epidemic to provide a planned response in conjunction with the Governor's Office and Department of Public Health and Environment.

COOP Implementation

The implementation of the legislative COOP is dependent upon a high degree of cooperation between the executive and legislative branches of government and interagency cooperation among the staff agencies serving the General Assembly. In order to implement the COOP, each legislative agency would streamline methods of operation to reduce staffing in each agency to the minimum number of employees needed to conduct critical and essential business. Generally, staff agencies would enact their COOP as follows:

- **Chief Clerk of the House and Secretary of the Senate:** House and Senate staffing would be reduced to a minimum number of employees needed to complete the responsibilities of the Chief Clerk of the House and the Secretary of the Senate. Front desk staff would be reduced to the Chief Clerk and Assistant Clerk in the House and the Secretary of the Senate and Assistant Secretary in the Senate, as well as one sergeant-at-arms and one amendment clerk in each house. Most document production would be in electronic format, including the calendars and journals. The enrolling rooms in each House would be reduced to a minimum number, and the bill information center and the legislative print shop would be closed.
- **Legislative Council and the Office of Legislative Legal Services:** These agencies would reduce the number of committee staff, fiscal analysts, attorneys, and support personnel to staff the reduced number of committees and to draft the reduced number of bills. Legislative financial transactions would be processed by a reduced staff complement in the Legislative Council accounting section.
- **The Joint Budget Committee staff, the Office of the State Auditor, and Legislative Information Services.** These agencies would make similar assessments to determine the minimum number of staff needed to conduct essential business.

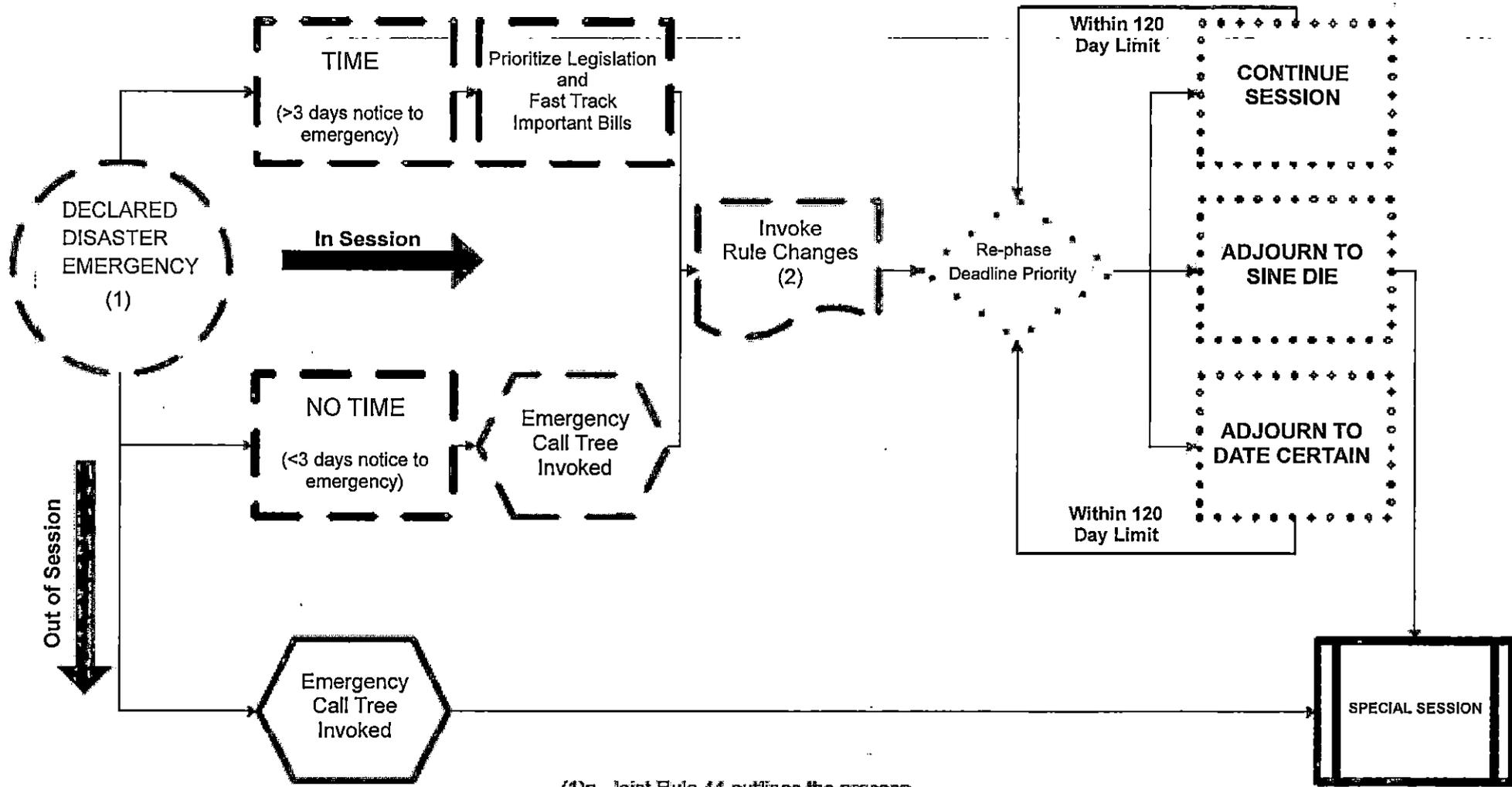
It should be noted that each individual agency has a continuity of operations plan that will provide staffing guidance in the event of a declared disaster emergency. In addition, practical guidance by the Department of Public Health and Environment would be employed in areas such as use of face masks and hand washing stations and methods of isolating members and staff to the degree possible. The key determinant in implementing the legislative continuity of operations plan would remain the Executive Committee's decision as to whether to call a legislative session, when to call a legislative session, what business to conduct, and how to assure that a majority of members are able to participate effectively.

Created: October 30, 2009

Revised: October 31, 2013

LEPRRC DECISION TREE

Revised 10/31/2013



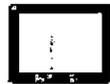
(1)a. Joint Rule 44 outlines the process

(1)b. Review of Governor's emergency executive order powers has already occurred.

(2)a. Rule Changes drafted and vetted in advance



= In Session



= Out of Session



ReadyOp™

Secure Command, Control and Communications for Single and Unified Operations

Voice, text, radio, video, security cameras and more in a single application

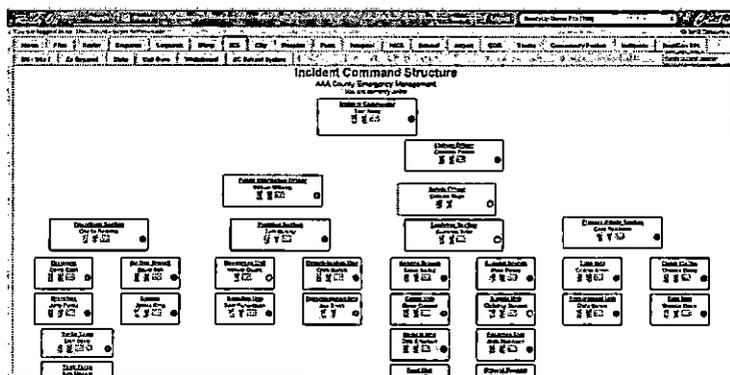
What is ReadyOp?

ReadyOp is a simple, innovative tool for efficiently and effectively planning, managing, communicating and directing activities within a single organization or in a unified command structure involving multiple organizations. Designed to handle the fast-paced, demanding communications challenges of Incident Command Response, ReadyOp's flexibility supports daily, exercise and response activities for single organizations as well as unified, multi-location agencies and operations.

- ReadyOp provides a secure web-based display for monitoring the activities and status of numerous individuals and teams, as well as providing multiple means of communicating with individuals and groups of individuals simultaneously.

- Communications can be via cellphone, text, email, secure voice, secure video and via radio to a single or multiple talk groups. Security cameras and video displays can also be accessed if available.

- Data and information sharing is accomplished from most any Internet connected computer and smartphone, allowing access from most any location.



PLANNING AND PREPARATION

- Structure and store operational and event plans, rosters and personnel including contact information.
- Full command planning and documentation for response roles and tasks. Also supports tactical operations planning, tasking and communications.
- Maintain a current listing of available assets including location and contact person
- Tailor visual displays to organize plans and teams including full contact information, roles , tasks and responsibilities.
- Plan, organize and conduct planned exercises and events in multiple locations and with multiple groups

RESPONSE, MITIGATION AND RECOVERY

- Communicate quickly with personnel by cell phone, text, secure voice, 2-way radio, video, and email
- Initiate multiple conferencing sessions quickly and simply with personnel, selected ad hoc or organized into sub-groups, including persons from multiple agencies
- Communicate via multiple radio systems and talk groups including simultaneous communications as required

- Communicate with 2-way radio systems from laptops and smartphones.
- Quickly and easily share information such as photographs, videos, tasking updates, etc., with personnel at any location via secure interface.
- Adjust personnel, roles and tasks as needed. Adjust teams and team assignments “on the fly” as groups/members arrive or depart a location or staging area.
- Request and coordinate asset deployment with multiple individuals and organizations as necessary.
- Share and exchange news, reports, rosters, maps and more with other party groups by posting updates in the file manager or directly via multiple communications options
- Document and notify personnel of plan and response updates and changes quickly and efficiently

OUTBRIEF, EVALUATION AND AFTER ACTION REPORT

- Completion of actions and tasks documented with date and time. Logging and History automatically completed.
- Communication sessions documented with time and date. Recall by name, date and keywords.

ReadyOp is secure and scalable to any size organization to support daily operations as well as incidents and emergencies. With a simple, intuitive user interface, ReadyOp provides a powerful tool for directing, supporting and communicating with many people, teams and agencies. No other program offers the flexibility for planning, command, control and communications directly with the people and agencies involved in special events, readiness exercises, incidents and emergencies.

About Collabria LLC

Collabria LLC provides secure, interoperable communications for first responders, hospitals, airports, and for local, state and federal agencies and international organizations. For more information, please go to www.ReadyOp.com or contact info@collabriasoftware.com