

**From:** Vasquez, Leopoldo  
**Sent:** 7 Mar 2013 15:52:36 -0500  
**To:** Kimlick, Michael  
**Subject:** FW: OSO\_Tasks\_2 - Hurricane Sandy after-action rep... has been changed

(b)(5)

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**From:** OSO Headquarters [mailto:ishare@tsa.dhs.gov]  
**Sent:** Thursday, March 07, 2013 3:25 PM  
**To:** Leopoldo.Vasquez@dhs.gov  
**Subject:** OSO\_Tasks\_2 - Hurricane Sandy after-action rep... has been changed  
**SharePoint Tasks** OSO\_Tasks\_2  
**List:** (b)(2)

[OSO Headquarters](#)

## ***Hurricane Sandy after-action rep...*** has been changed

[Modify my alert settings](#)

[View Hurricane Sandy after-action rep...](#)

[View OSO\\_Tasks\\_2](#)

**Title:** Hurricane Sandy after-action report

**Division:** 04 | Field Operations

**AssignedTo:** Vasquez, Leopoldo

**AssignedTo2:** Kimlick, Michael

**On Behalf Of:** DAA | Mark Dolan

**Priority:** Normal

**Status:** In Progress

**% Complete:** 75%

**Description:** DAA requested on 1/22/13 that Division Director of Field Ops provide a Hurricane Sandy after-action report on 2/15/13. AAR should include not only operational review and recommendations, but a personnel deployment and cost summary.

**Task Updates:**

Edited

3-7 Draft completed. Being review.

First draft sent to key players for comments on 2-15. Due back to on 2-25.

2-28 Draft AAR being reviewed for changes or additonal input.

**Start Date:** 1/22/2013

**Due Date:** 2/15/2013

**CCTo:** Stein, Fred; Dolan, Mark

**OriginalAssignee** : Vasquez, Leopoldo;Kimlick, Michael

**ReassFlag:** No

**Frequency:** 00| One Time

**Task Type:** OSO Task

**OSOTaskID:** 0

**Branch Section:** 04| Field Ops| 05| Spec Programs

**Modified:** 3/7/2013 3:20 PM

Edited

**Created:** 2/20/2013 5:06 PM

**Hurricane Sandy CIMG**

<b>Name</b>	<b>Non-Available</b>	<b>Schedule</b>	<b>Home</b>	<b>Cell</b>
Mike Kimlick	Available		(b)(6)	
Dan McCann	Monday			
John Dupras	Sunday			
Chris Hadinger	Available			
Bob McLaughlin				
Catherine Houlihan	Available			
Jack Wagner				
(b)(6)				
Tim Norris	Friday-Sunday			
Don Klapka	Friday-Sunday			
Eric Chin	Friday-Monday			

# OSO Communication



Transportation  
Security  
Administration

**Date:** December 5, 2012

**To:** Federal Security Directors

**From:** Chris McLaughlin, Assistant Administrator, Security Operations

**Subject:** 400.5 – ROUTINE – Excused Absences for Returning Sandy Relief Staff

**Primary POC:** Keith Jeffries, 571-227-(b)(6)

**Secondary POC:** Eric Beane, 571-227-(b)(6)

**References:** TSA Handbook: Management Directive 1100.63-1

**Attachments:** None

The deployment of your staff members to support their fellow TSA colleagues represents a great example of Team Spirit as well as compassion for those suffering the devastation of Hurricane Sandy. These employees are providing much-needed support, working long hours, and frequently dealing with significant hardships of their own with respect to time away from their families and living in less than optimal quarters.

I have directed the following guidance consistent with the management discretion cited in Management Directive 1100.63-1:

All FSDs are hereby authorized to grant up to 3 days of Excused Absence for their employees returning from their Hurricane Sandy relief assignments. The guidelines provided for this leave are as follows:

- 10-20 days: 1 day
- 21-35 days: 2 days
- 36-45 days: 3 days

These are guidelines and FSDs are encouraged to approve leave in such a manner as to achieve fair and equitable treatment among their deployed staff. On behalf of all those being helped through the efforts of your staff, please convey our sincere and heartfelt gratitude.



**From:** Kimlick, Michael  
**Sent:** 30 Dec 2016 16:22:35 +0000  
**To:** SurgeCapacityForce;DesRochers, Daniel  
**Subject:** RE: Hurricane Sandy Deployment

Ron,

(b)(5)

Mike

*Michael Kimlick*

**Branch Manager, Specialized Programs**

**Office of Security Operations**

**571-227-(b)(6) desk**

(b)(6) cell

**From:** SurgeCapacityForce  
**Sent:** Thursday, December 29, 2016 7:31 AM  
**To:** Kimlick, Michael (b)(6) DesRochers, Daniel  
<(b)(6)>  
**Subject:** FW: Hurricane Sandy Deployment

Michael, Dan

Raising the matter below to your attention. For the record, FEMA does not require members to be removed from SCF if they return home early from a deployment.

**Ron Wells**

**Chief, Surge Capacity Force Section**

**Workforce Management Division**

**FEMA/DHS**

**Office: 202-646-(b)(6)**

**Mobile: (b)(6)**

Questions about joining the Surge Capacity Force? Check out our FAQ's.

<http://dhsconnect.dhs.gov/Pages/SCF-FAQs.aspx> or contact our call center at 855-377-3362,

Hours of Operation 9am – 6pm EST

**SURGE CAPACITY FORCE**

Volunteers Needed!



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**From** (b)(6)  
**Sent:** Thursday, December 29, 2016 5:19 AM  
**To:** SurgeCapacityForce <SurgeCapacityForce@fema.dhs.gov>  
**Subject:** Hurricane Sandy Deployment

Just shooting you a note. I was deployed during Hurricane Sandy relief. I had to return home about 14 days early due to (b)(6). I was told that it was no problem returning early and would not be penalized. Once I returned home, I was removed from the team by administrators. I appealed and lost. Now, in your recruiting literature, it states that you can go for shorter deployment times and return early if needed. It does not state that they pull you from the deployment team. Please review and address with your management team for unfair practice. Thanks.

(b)(6)  
CLT Airport

TSAT Team	Airport	First Name	Last Name	Title	Contact #	Deployment Date	Return Date
N/A	MCI	John	DellaJacono	Admin Support Lead		11/13/2012	
SC 402	ELP	Mark	Momsen	TSAT Team Lead		11/14/12	
SE 202	MCO	Wynn	David	TSAT Deputy Team Lead		11/14/12	
SE 202	TPA	Edward	Galloway	Coordination Center Manager		11/14/12	
SE 202	TPA	Rodrigo	Aviles	Watch Officer		11/14/12	
SC 402	LBB	Jeff	McCutchen	Watch Officer		11/14/12	
SC 402	HRL	Billy	Hillger	COMM		11/14/12	
SE 202	MCO	John	Howard	Administrative Officer		11/14/12	
SC 402	LBB	Laura	Deurmyer	HR		11/14/12	
NW 501	SEA	Ann	Killian	HR		11/14/12	
NC 302	CPR	James	McLain	HR		11/14/12	
SC 402	LBB	Stephanie	McCutchen	Finance		11/14/12	
SE 202	TPA	Juan	Rodriguez	Logistics		11/14/12	
HQ	HQ	TBD	TBD	OHC LNO/Planner	KJ requesting	11/14/12	
HQ	HQ	Tim	Norris	OSO Planner		Local 11/13/12	
SC 402	SAT	Donald	Miano	AFSD		11/14/12	
SE 202	SAV	Krista	Lafemina	AFSD		11/14/12	
N/A	DLE/FAMS	Lowell	Dimoff	ASAC		11/14/12	
N/A	CVG	Paul	Wisniewski	FEMA Ops Center LNO		11/14/12	
HQ	HQ	Scott	Teerlink	FEMA Training Center LNO		11/14/12	
				Driver	Local		
				Driver	Local		
				Driver	Local		
				Driver	Local		
<b>TSA Support Logistics Requirements</b>							
Type	Number	Personnel					
Vans	2	TSO transport					
Sedans	1	FSD Della Jacono					
	1	(b)(6)					

CIMG-North Eastern	Day	IM/0600-1800	IM/1800-0600	OSO Lead/0600-1800	OSO Lead/1800-0600	OSO Plans/0600-1800	OSOPlans/1800-0600
7-Nov	Wed	Keith Jeffries	Bob Allison	John Dupras	Eric Backlin	Don Klapka	Klapka on call
8-Nov	Thur	Keith Jeffries	Bob Allison	Dan McCann	Eric Chin	Don Klapka	Klapka on call
9-Nov	Fri	Keith Jeffries	Bob Allison	Jack Wagner	David Von Damm	Don Klapka	Klapka on call
10-Nov	Sat	Kathy Petrowsky	Bob Allison	John Dupras	Eric Backlin	Don Klapka	Klapka on call
11-Nov	Sun	Kathy Petrowsky	Bob Allison	Mike Kimlick	Tim Norris	Don Klapka	Klapka on call
12-Nov	Mon	Kathy Petrowsky	Bob Allison	Jack Wagner	Catherine Houlihan	Don Klapka	Klapka on call
13-Nov	Tue	Kathy Petrowsky	Bob Allison	John Dupras	Eric Backlin	Don Klapka	Klapka on call
14-Nov	Wed	Kathy Petrowsky	Bob Allison	Jean Marvel	Tim Norris	Don Klapka	Klapka on call
15-Nov	Thur	Kathy Petrowsky	Bob Allison	Jack Wagner	Catherine Houlihan	Don Klapka	Klapka on call
16-Nov	Fri	TBD	TBD	TBD	TBD	TBD	TBD
17-Nov	Sat	TBD	TBD	TBD	TBD	TBD	TBD



# DHS Surge Capacity Force

Michael Kimlick

Office of Security Operations

Continuity of Operations Programs

# TSA Support to DHS Surge

## Agenda

- ⌘ Introductions
- ⌘ SCF Deployment
- ⌘ TSAT Activation
- ⌘ Required HQ Coordination
- ⌘ Daily Support
- ⌘ Lessons Learned

# TSA Support to DHS Surge

Introductions – Michael Kimlick

Review SCF establishment – Jim Marchand

- ⌘ Purpose and Process
- ⌘ Original Activation Plan
- ⌘ Actual Activation Plan

# TSA Support to DHS Surge

## DEPLOYMENT

- ∞ Oct 29 - Alerted TSA Members of the DHS Surge Capacity Force (SCF) that FEMA was in pre-call up stages for assistance to Hurricane Sandy Relief Efforts
- ∞ Oct 31 - TSA Members alerted to make themselves **available** for deployment in the FEMA Automated Deployment Database (ADD) System.
- ∞ Oct 31 - TSA SCF Deployment Fund Cites established by OFA.
- ∞ Oct 31 - OSO Leadership and RDs provided SCF listing and requested to verify availability for deployment of all 2000+ TSA SCF members.
- ∞ Nov 1 - Decision on ADD reversed due to FEMA policies—all TSA personnel requested to make themselves **unavailable** in ADD.
- ∞ Nov 8 - In support of DHS SCF, TSA activated (combining members from the two Nov TSAT teams) a TSAT, centrally at JFK to provide administrative and logistic support to the deployed personnel.

# DHS Surge – as of 14 Nov

## WAVE 1

November 4, 2012  
225 TSA Employees deployed to FEMA Training Center in Emmetsburg, MD for training and staging

November 6, 2012  
Training completed; employees deployed to New York to the Massachusetts Maritime Training Ship Kennedy

**Mission:**  
**Perform community relations to assist FEMA in outreach to families in distress due to Hurricane Sandy. Teams of two will go door to door distributing FEMA disaster relief information**

## WAVE 2

November 7, 2012  
231 TSA Employees deployed to FEMA Training Center in Emmetsburg, MD for training and staging

November 9, 2012  
Employees deploying to Fort Dix for 2 days for equipment issue and training and will redeploy to NYC to work FEMA intake centers, tasked to computer data entry

November 11, 2012  
Housed on USTS Empire State. FEMA provided cell phones and laptops

**Mission:**  
**Performing individual assistance at Disaster Recovery Centers**

## WAVE 3

November 10, 2012  
284 TSA Employees called up by FEMA to report to the FEMA Training Center in Emmetsburg, MD for training and staging

November 12, 2012  
Training completed; redeployed to Ft Dix for additional training & equipment issuance prior to mission to affected area. Housed on USTS Kennedy and Empire State

**Mission:**  
**Performing individual assistance at Disaster Recovery Centers**

# TSAT Organization Structure located at JFK Compliance Office

JFO  
**Paul Wisniewski**  
 Cell - (b)(6)

**Admin Support Lead**  
**John DellaJocono**  
 Cell - (b)(6)

Contact info  
 Hot line- 718-917-3887  
 718-917-3944  
 718-917-3980  
 Fax - 718-553-1042  
 Conf #- 718-917-3944

**TSAT TM Lead**  
**Mark Momsen**  
 (b)(6)

**Deputy TM Lead**  
**David Wynn**  
 (b)(6)

**FSD- AFSD/ASAC**  
**James Hursey**

**OSO Planner**  
**Tim Norris**

**Admin Officer**  
**John Howard**

**OHC LNO / Planner**  
**TBD**

**COOR Center MGR**  
**Edward Galloway**

**AFSD**  
**Curtis Vialpando**

**Watch Officer**  
**Rodrigo Aviles**

**HR**  
**James McLain**

**Finance**  
**Stephanie McCutchen**

**Logistics**  
**Juan Rodriguez**

**SFAM**  
**Tom Guglielma**

**Watch Officer**  
**Jeff McCutchen**

**HR**  
**Donna Vilberg**

**HR**  
**Denise Zink**

**COMMS**  
**Billy Hilger**

**FSD**  
**David Dailey**

**AFSD-I**  
**Brad Foster**

**Wave 1**  
 225 TSA employees

**Wave 2**  
 231 TSA employees

**Wave 3**  
 284 TSA employees

# TSA Support to DHS Surge

## Required HQ coordination

- ⌘ Daily conference calls as scheduled by TSAT
- ⌘ Daily meetings with Finance for travel authorizations
- ⌘ Daily meetings with HR for Time and Attendance issues
- ⌘ Coordination with OIT for support

# OSO Surge Coordination Cell Actions (Mini – CIMG)

## Accountability of Personnel (Chris Mastin)

- ⊗ P&R maintaining a master spreadsheet for tracking deployed personnel
- ⊗ TSA receives updates from FEMA on personnel deployed
- ⊗ Email updates tracked on personnel departing early

## Time and Attendance - WebTA (Pat Kearon)

- ⊗ Paper copies provided to individuals by TSAT
- ⊗ Individuals complete and give to FEMA supervisor for signature
- ⊗ Paper copy collected by TSAT team
- ⊗ TSAT Team inputs in WebTA and validates and certifies employee T&A

## Travel Authorizations and Expense Reports (Kristen Landry)

- ⊗ TSA OFA established a CBA for all employee flights
- ⊗ TSA OFA lifts all government credit card limits to \$7,500 and \$600 daily cash advance
- ⊗ TSA OFA working on travel authorizations and got JPMorgan to waive monthly bill cycle until end of deployment

## TSAT Stand-up and Actions (Michael Kimlick)

- ⊗ 11/14/2012 at 1600 TSAT initial meeting
- ⊗ TSAT begins local coordination and support of deployed personnel



# Lessons Learned

Requirement for a OHC Handbook for Deployed Personnel

- ∞ Handling of T&As – Managed at local airport
- ∞ Travel Authorizations Standardized

FEMA Initial Call-up

- ∞ Accountability of personnel

TSA Presence at Mobilization Site

TSAT to Deployment Locations

- ∞ Accountability, Admin, Leadership, Logistics and Liaison with JFO

Formation of OSO Surge Coordination Cell Acted as mini CIMG

# Preparedness and Response Section (P&R)

Questions?

Contact information is:

Donald Klapka

571-227-(b)(6) desk

(b)(6) cell

(b)(6)

Jim Marchand

571-227-(b)(6) TSA HQ

(b)(6) cell

561-227-(b)(6) PBI

(b)(6)

Preparedness and Response Section (P&R)

Back-up slides

Kennedy

355 Front Street, Port, Staten Island

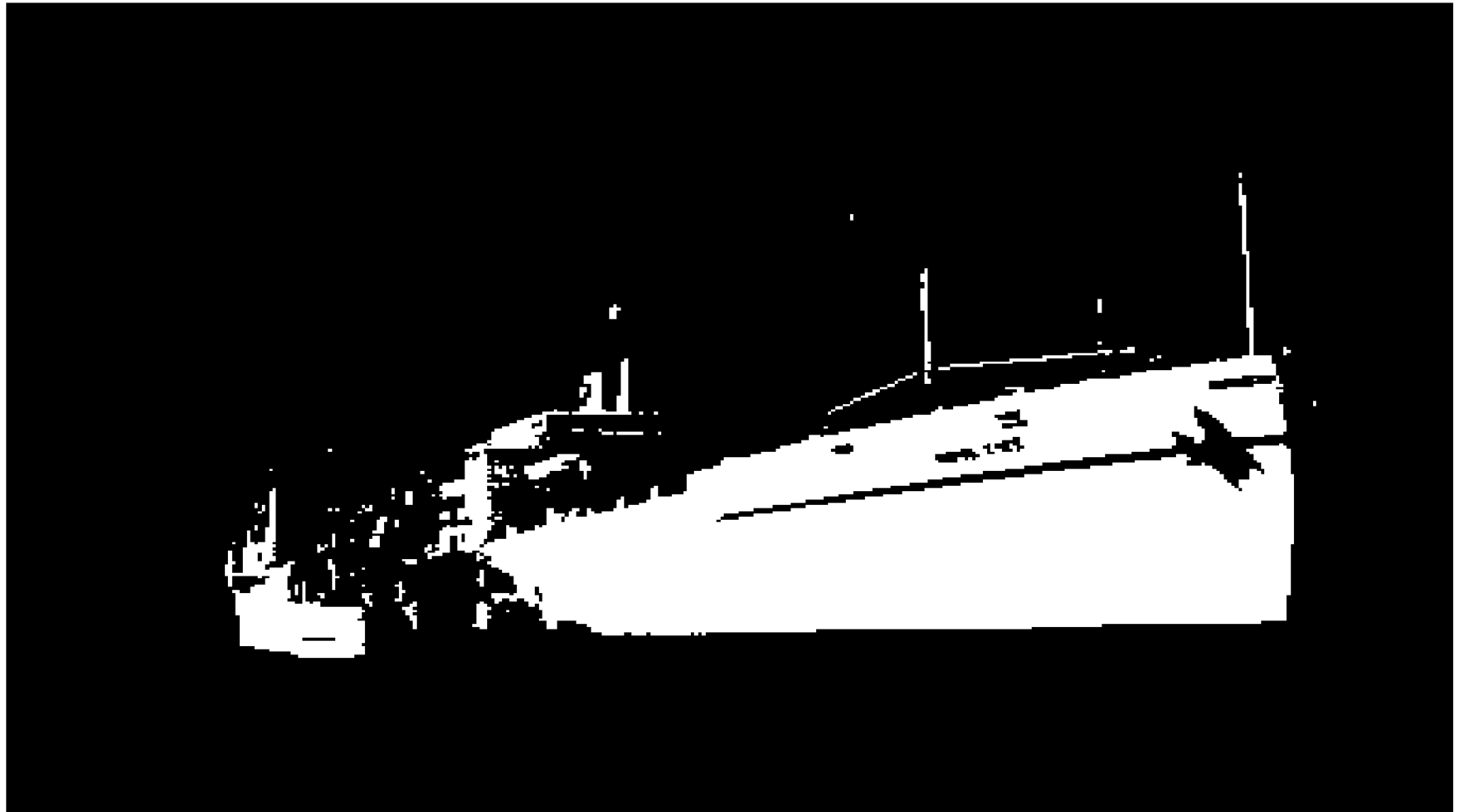


# JFK Airport to ship, Kennedy Staten Island



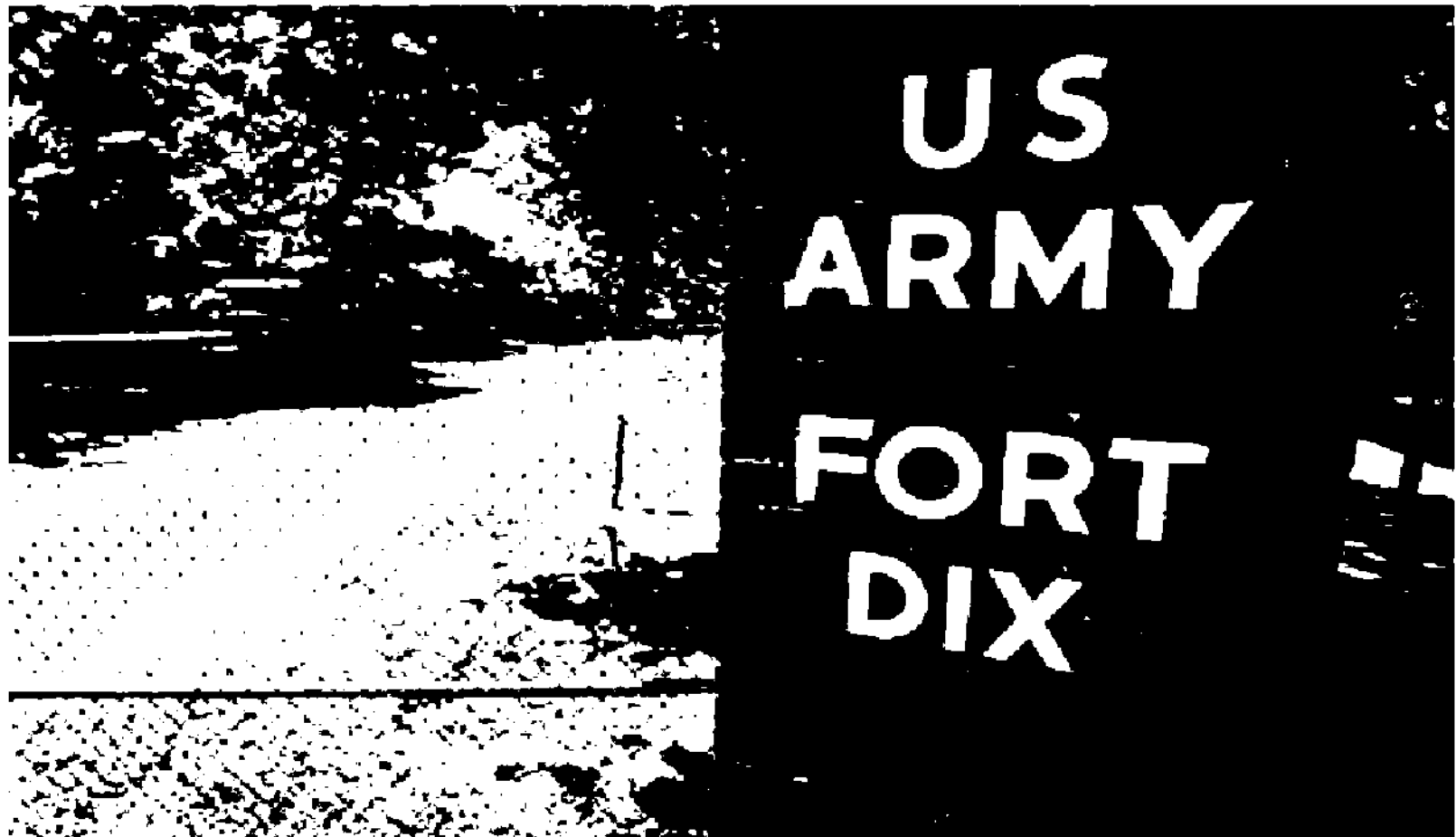
# Empire State

6 Penyfield Ave, Bronx, NY





# 2<sup>nd</sup> & 3<sup>rd</sup> Wave Temporary Site





## DHS Surge

### FEMA Concept

- TSA employee signs up on line but must get airport approval
- When there is a requirement to deploy, FEMA looks into the ADD for personnel who have made them available for deploy
- Contacts the individual directly to deploy
  - Staging, training and transportation to site
- FEMA system does not take into account notifying the agency they contact a person to deploy
-

**From:** Washington, Russell  
**Sent:** 29 Oct 2012 14:09:57 +0000  
**To:** Barrett, Michael;Fulginiti, Joseph <EPD-Exercises>;Johnson, Cheryl K;Kimlick, Michael;Klapka, Donald;'Marchand, James';Pratt, Keith <OCIO-TSOC>;TSACIMG.DIM;TSACIMG.IM;TSACIMG.Plans;Washington, Russell  
**Cc:** Hadinger, Chris <OSO>  
**Subject:** FW: Hurricane Sandy VTC

-----Original Appointment-----

From: Washington, Russell  
Sent: Monday, October 29, 2012 9:50 AM  
To: Sholas, Mac (OGA  
Subject: Hurricane Sandy VTC  
When: Monday, October 29, 2012 12:30 PM-1:00 PM (UTC-05:00) Eastern Time (US & Canada).  
Where: MOI & 1-800-320-4330 Pin #963852 (muted)

#### AGENDA

Hurricane Sandy

Video Teleconference

Monday, October 29, 2012 12:30 p.m. EDT

Call in Number: (b)(2)

(b)(2)

#### Audio Conference Participant Instructions

- \* Do not put your phone on hold during the conference call
- \* Please mute your phone when not speaking

#### Video Conference Participant Instructions

- \* Do not dial into the audio conference bridge
- \* Please keep you microphone muted when not speaking
- \* Please insure that your camera is focused on your room participants

#### Objective

- \* The purpose of the Video Teleconference is to discuss response and recovery efforts related to Hurricane Sandy.
- \* Reports should be limited to the top three (3) significant events, priorities and limiting factors.

#### Opening Comments

- \* Craig Fugate, FEMA Administrator

#### National Hurricane Center

#### FEMA Regions and States

- \* FEMA Region III
- \* FEMA Region II
- \* FEMA Region I

#### FEMA and Interagency Support

- \* ESF #1 - Transportation
- \* ESF #2 - Emergency Communications Unit

- \* ESF #3 - Engineering and Public Works Unit
- \* ESF #6 - Mass Care / Emergency Assistance Unit
- \* ESF #7 - Logistics Management and Resource Support
- \* ESF #8 - Public Health and Medical Unit
- \* ESF #9 " Search and Rescue
- \* ESF #12 - Energy Unit
- \* DIIS Infrastructure Protection
- \* ESF #15 - External Affairs
- \* U.S. Coast Guard
- \* Department of Defense
- \* FEMA Office of Federal Disaster Coordination (OFDC)
- \* FEMA Office of Chief Counsel

Department of Homeland Security National Operations Center (NOC)

White House National Security Staff

Closing Comments

- \* Craig Fugate