

WebEOC Whistler

Preparedness Quote!

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Next Admin Meeting
Tuesday, April 18, 2023 (10:00 AM)

NCR WebEOC Subcommittee Chair Report

By Matt Schultz



First and foremost, the biggest news in the Subcommittee is the fact that Paul Lupe, long-time Program Manager of WebEOC in the NCR, is embarking on a new, exciting career opportunity with Everbridge as the NCR Technical Account Manager. Paul has steered the WebEOC ship with the utmost professionalism and skill for many years. He has expertly represented the Subcommittee in front of RESF-5, not afraid to ask tough questions, yet being equally fair and setting realistic expectations as well. He has guided us through several support and software contract RFI/RFP processes; Strengths, Weaknesses, Opportunities & Threat (SWOT) analyses; and WebEOC and Juvare Conferences. None of these have been easy tasks, but Paul has stepped up to the plate each time. Personally, I'm appreciative of Paul for his patience in working with me as Subcommittee Chair, for bringing me up to speed, keeping me on the right track, and always reminding me to look at things from a variety of perspectives. We wish Paul all the best in his new endeavor – the Subcommittee will miss him but we're fortunate to at least keep him in the NCR!

Second, I appreciate everyone's patience as we continue to navigate some uncertain waters, most notably the long-term status of the Subcommittee. Simultaneously (at the time of this writing), we're finalizing the Support Team contract, and I believe next year we will begin a similar process for the software contract. I appreciate everyone's thoughtful input, and I truly rely on your collaboration to do what makes the most sense and come to agreement as a group. Based on the feedback I'm hearing, we will continue to focus on making each jurisdiction's instance of WebEOC as strong and effective as possible; in this way, I think we will achieve the desired intent of the UASI grant, which is to increase each participating locality's situational awareness and operational readiness. No matter what happens with the Subcommittee in the long run, we should not stop improving the tool and processes we currently have in place. We'll set a course to discuss ideas, share lessons learned, and revise and update our local boards in addition to the Fusion boards. We may, in the not-too-distant future, investigate conducting a SWOT analysis to help us along, and I would love to have every locality participate in this effort (date and format TBD).

Lastly, per our Bylaws, it's election time again – I've had the privilege of serving as Chair since Sarah Kealy's departure a couple of years ago. I would encourage those jurisdictional Admins who have not yet served in a leadership role on this Subcommittee to do so; anyone serving in a new role would have my support as well as the support of Matt Miziorko (current Vice Chair), the ManTech team, and the Fairfax County Program Manager(s).

Thank you

Arlington County WebEOC Update

By Elizabeth Perian

The Arlington County Office of Emergency Management is actively investigating methods to improve the activation of its Emergency Operation Center. Most activations are conducted virtually, with only a few people having to attend in person. Arlington County is continuing to discuss how boards might be best adapted or tailored to a remote setting with the potential changes. The prospect of integrating Microsoft Teams into WebEOC is one approach being examined. Other additional strategies for improving virtual operations are also being considered.



City of Alexandria WebEOC Update

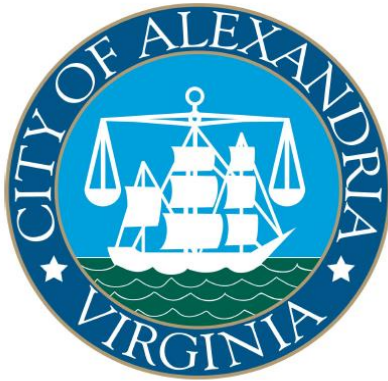
By Kevin Coleman

The City of Alexandria Office of Emergency Management (OEM) is hosting a full-scale exercise in April 2023. As we prepare for this exercise, we are conducting an extensive review of our plans, policies, and procedures and conducting training to prepare personnel. To-date, OEM has trained approximately 25 personnel (that's a lot for us!) in basic WebEOC usage. We will be utilizing WebEOC as our crisis management system during our April exercise; we're looking forward exercising the system and providing an opportunity for users to practice using it as this will be new to most of our exercise players.



We also just started utilizing WebEOC to build Incident Action Plans in support of our Special Events Committee. We have produced 2 IAPs using the IAP Builder Board for our George Washington Parade and St. Patrick's Day Parade. Not only is producing joint IAPs a relatively new concept for the city, but so is using WebEOC to do so.

The last feature we recently started using is the QR code feature for sign-in/sign-out. We've used this for numerous training sessions and special events. We're hoping to continue using this for personnel tracking and accountability purposes. Overall, our current goal is to increase user familiarity with WebEOC and continue to identify how we may be able to leverage the system to best suit the City's needs.

Incident Name 2023 George Washington Parade	Operational Period	Date From 02/20/2023 Time From 06:00:00	Date To 02/20/2023 Time To 18:00:00
Name	Title	Date/Time Approved	Signature
Approved by			
<h1>Incident Action Plan</h1>  <p>Joint City of Alexandria Incident Action Plan George Washington Parade 100th Anniversary 20-February-2023</p>			
Prepared by Name Kevin Coleman		Position/Title OEM	
Signature		Date/Time 02/10/2023 08:32:21	

If you have any content ideas or future information you would like to see included in this newsletter, please email support@ncrwebec.com



WebEOC Administrator Tip – Rich text formatted notifications

Recent versions of WebEOC introduced enhancements that allow to submit rich text formatted fields (either edited in WebEOC input form, or copy/pasted from Microsoft Word) and then include them in the notifications when records are created and/or updated. This could be useful for comments, reports, notes, or any other documentation that is submitted in any WebEOC boards.

To take advantage of this feature, the text area should have the attribute “format” set to “HTML”. That setting should trigger a menu bar that has basic formatting options, such as bold, italic, colors, tables, lists, links, and more.

Here is an example:

The screenshot shows a 'Details' form with the following content:

Field 1: Operational Report

Date/Time: 03 / 10 / 2023, 12 : 00 PM

Comment:

This is a fancy *comment*.

Name	Location	Phone Number
John Smith	Fairfax	703-000-0000
Jane Doe	Herndon	703-000-0001

- Activity 1
- Activity 2
- Activity 3

Buttons: Cancel Save

Once this record is saved, the “Comment” field should contain an HTML formatted content, that can be displayed on a list view or display view inside the board. Additionally, WebEOC can trigger notifications (when the record is new and/or updated) and fields such as this one can be included in the notification email, the rich text formatting being preserved.

Notifications in WebEOC are now outside of board programming and can be configured exclusively by WebEOC administrators, without any changes in the code. In the notification configuration process, the last step is to format the message, and include any fields existing in the record that are important to be shared in the outgoing email. This page allows administrators to format the message using similar tools utilized in the

board's text area. What's new is that HTML formatted fields are going to preserve the rich text format in the message so that the end user will see in the email the original content of the field.

Here is an example of the last step of the Notifications wizard:

The screenshot shows a configuration window titled "Message". It is divided into three sections:

- Short Message ***: A text input field containing "Email from Very Simple Notifications board".
- Message for Email ***: A rich text editor with a toolbar. The toolbar includes icons for undo, redo, bold, italic, underline, strikethrough, font face, font size (12pt), paragraph style (Paragraph), text alignment (left, center, right, justified), bulleted list, numbered list, text color, background color, link, and table. The main text area contains the message: "A record has been added or updated. Here is the comment:" followed by a red circle around the placeholder text `{{Comment}}`, and "Please login to WebEOC for additional details."
- Board Field**: A dropdown menu set to "Comment" and an "Add Placeholder" button.

In this example, the content of the “Comment” field will be included in the notification message, and the email arriving in the recipient’s inbox will display the original rich text format, as it was submitted in the board.