



FEMA



**US Army Corps
of Engineers**

Indiana Silver Jackets

“A Natural Hazard Mitigation Team”

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Commander

Date: _____

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Date: _____

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Date: _____

INDIANA SILVER JACKETS CHARTER

This charter establishes and formalizes the expectations for implementation of the Silver Jackets Team for the State of Indiana. This charter will be reviewed annually and may be revised at any time per the consent of the core agencies.

Vision Statement:

A catalyst in developing comprehensive and sustainable solutions to natural hazard issues.

Mission Statement:

The core agencies will establish an inter-agency communications team working with other State and Federal Agencies to:

- enable the effective and efficient sharing of information,
- foster the leveraging of available agency resources,
- provide improved service to our mutual customers, and
- promote wise stewardship of the taxpayers' investment.

Goals:

1. Document and share information on current projects and initiatives.
2. Catalog and share information on past and future projects and initiatives; incorporate documentation from Goal #1.
3. Prioritize current and future initiatives individually and collectively.
4. Identify other collaboration opportunities to combine resources and identify gaps in an effort to minimize duplication of effort.
5. Identify and facilitate improvements to existing programs, policies and processes.
6. Educate team members about individual programs, identifying limitations and opportunities within the program.
7. Foster education of agency programs to key stakeholders and authorities.
8. Work with communities to develop comprehensive and sustainable solutions to natural hazard issues.
9. Become a unified resource to State and Federal officials for natural hazard issues within the State of Indiana.

Roles & Responsibilities:

Team will be interagency in nature. Membership will vary based on available resources and team project focus; however, the core agencies that will be involved at all times include the U.S. Army Corps of Engineers (USACE), the Federal Emergency Management Agency (FEMA), the Indiana Department of Natural Resources (IDNR), and the Indiana Department of Homeland Security (IDHS). Representatives may be from the regional and state levels of the organizations. All participating agencies will contribute experience and information to all team efforts. The USACE representative will maintain and distribute a contact sheet.

As this team evolves, other State and Federal agencies may choose to participate in this initiative. The current team members include:

- Federal Emergency Management Agency (FEMA)
- Indiana Department of Natural Resources (IDNR)
- Indiana Department of Homeland Security (IDHS)
- U.S. Army Corps of Engineers (USACE)

Meetings:

Meetings will be conducted on, at a minimum, a quarterly basis. Coordination may occur through email and teleconferencing. With the support all team members, the USACE representative will coordinate and facilitate team meetings. Agendas for meetings shall go out at least one week prior to meeting. Minutes shall be recorded by the USACE representative, unless that person requests another member to do so. Draft minutes shall be distributed via email for comment. USACE will maintain final minutes.

Decisions:

Decisions will be accomplished by the team through consensus after discussion. If a decision cannot be reached through consensus, the secondary method will be the “thumbs up” voting – thumbs up (vote is yes); thumbs sideways (vote is neutral); and thumbs down (vote is no). The core agencies that should be involved in all major decisions include USACE, FEMA, IDNR, and IDHS.