

# East Central Region Governance Meeting

January 4, 2013

10:00 am to 12:00 pm

## MINUTES

**Location:** Map Room – Platte Co. Courthouse (basement), 2610 14<sup>th</sup> Street, Columbus, NE

**Chair:** Bob Carey, *Polk County Sheriffs Office*

**Co-Chair:** Terry Miller, *Saunders County*

**Secretary/Treasurer:** Tim Hofbauer, *Platte County*

- I. Review of the Open Meeting Law**
  - a. The Open Meetings Law was reviewed and the documents are present.
  
- II. Roll Call of Counties Present**
  - a. **Present – Colfax, Platte, Polk, Saunders, Region 44( Boone, Merrick, Nance), Dodge, Howard, Butler**
  - b. Others Present: Lt. Bartoff – Fremont Police Department; Ginger Bailey; Laura McDougal; Kate Speck
  
- III. Approve November Governance Board Minutes**

MOTION to Approve Minutes – Howard; Seconded by Saunders; Motion Passes
  
- IV. Public Health Report**
  - a. The flu virus is hitting assisted living facilities and several providing health alerts to the general public. Both gastro intestinal and upper respiratory. Flu shots are the best protection; yet one can still get flu strains and some may be more vulnerable than others.
  - b. Ginger Bailey ROMMERS will be sponsoring an exercise cosponsor is the Northwest PET region. This is a repeat of a Communication exercise to test equipment and dispatch mechanisms. The hospitals will need to test that radios are turned on, and that they are used properly. They will test the hospitals for interoperable communication within their system frequencies. Polk asks for a copy of the After Action Report.
  - c. Exercises are being planned for SEMRS as well yet to be determined.
  - d. Four Corners did an exercise last December to test the communications and repeater systems and they discovered that there is a need for an antenna to complete communications. Tim discussed that there are plans to purchase and antenna. The Blue Valley Radio Ham Club was instrumental in this effort.
  
- V. DHS –FEMA Audit**
  - a. The Region will be audited by FEMA representatives and the auditors will be in the region sometime around Jan 14, 2013. Inventories will need to be updated for the counties for 2009 – 2011. If there is any equipment that needs to be inventoried, Tim asks for this to be complete on equipment. Records would be in the invoices. Radio equipment, generators and other equipment as well as pictures of buildings. Please send Tim any records.
  
- VI. 2012 HSG**
  - a. **HSG -\$49,615 (includes LETPP)**
    - i. **Projects (\$24,435)**
      1. These funds will be used for the NRIN build out. It is likely some areas will be unable to sustain the costs in subsequent years as costs may be higher than the funds received.

**MOTION:** Polk – Use \$24,435.00 for the NRIN build out. Seconded Dodge; Motion Passes

**b. LETPP -\$25,180**

**i. Projects –**

1. Fremont PD is interested in having a bulk of these funds for training yet to be determined. These are likely to be preapproved.
2. Fusion Centers – 2 centers in Nebraska – one is in Omaha. Tri County funds support their own Fusion Center.
3. Polk County – 3 covert surveillance cameras @700.00 per - \$2100.00 total
4. Boone County Sheriff's Office and Albion Police Department for – 3 covert surveillance cameras @700.00 per - \$2100.00 total
5. Howard, Nance, Colfax, Saunders, Platte, and Merrick counties are also interested in this same purchase as is Fremont Sheriff's Department (Dodge County). Butler County has this same set up for the past six months with a day/night camera, motion sensors with a 4-day battery that is rechargeable battery and they are portable. This setup has been helpful in viewing activities clearly. There is an AEL that covers this and Nikki Weber has been contacted. Ten Counties - \$21,000. Leaves \$4,180.
6. Platte County Sherriff -
7. **MOTION:** Colfax – To use \$21.000 for county surveillance camera (3 per) and the remaining \$4,180 will be used for training TBD. Butler seconds; Motion carries.
  - a. An Investment Justification will need to be written based on protection of critical infrastructure (covet operations for analysis of terrorist events). Due to the portability, these can be used in any county. Nikki Weber will work with Bob Cary to write the IJ. Butler will head this project to assist counties to get material ordered. Backup plan – Use funds for training expenses.

**MOTION:** Butler - In the event that cameras are not approved funds will be used for training. Colfax seconds. Motion carries. Bob will write an IJ with Nikki, her will send it out to everyone.

**c. Work Plan Projects**

- i. **COOP Planning Debris Planning** - All project bills for Merrick County have been paid.
- ii. Merrick County needs to have an Ag Exercise with SES (\$2500.00). There is currently \$100,000 left in the 2010 funds to pay for rent. Tim estimates that rent costs may be lower. This must be spent by July 2013.
- iii. **Attend International Conference of Preparedness in New Orleans.**
  1. Terry has been approved to attend training in New Orleans – tabled until this month.

**MOTION:** Howard: Attendance to the International Conference of Preparedness for Terry Miller – flight, lodging and food expenses. Region 44 Seconds; Motion carries. Terry will send an email to Nikki and complete the approval paperwork.

**VII. Regional Projects**

**a. NRIN**

**i. Tower lease/agreements –**

1. Tim will send out information for tower sites in the western area of the region that will need some repair work. Some PR work in St Paul will need to be done as there is only one option for the tower. There needs to be some upfront work with CSI so that they notify EM's and not do the studies until there is information to present to the communities. The way it is being done now is creating conflict. Schuyler is finished, David City is complete; Central City, Fullerton elevator, Spalding Grain Partners, US 92 Tower may not be used according to CSI, however CSI was informed that the Viaero tower is not the choice. A new person has been hired to assist Mark Higgins with the build out. There have been discussions regarding communications with the state regarding the lack of communications on the project. A Project

manager has been hired to assist in this effort. Tower leases were being negotiated by CSI and this is an activity that is up to each county. These issues are being resolved.

2. Information from Silver Creek, Clarks, St Paul is a list that has been sent to CSI. Albion has a Viaero tower that may need to be rented. There is the possibility that funding is available to build a tower there to eliminate that rental cost. Boone County may be willing to pick up the cost of the land necessary to build this tower. Wahoo is also in need of additional assessment. Terry reports that he is waiting for some of the costs to be established. One EHP is already complete.

**ii. Material Storage –**

1. Assessments for materials needs are being completed and prior to ordering them storage must be determined. Airport Authority has an adequate facility to store the materials located through Doug Alberg of Lancaster County. Rent on this building \$400.00 per month for up to 9 months. Funds will be used from the 2011 – 12 funds. Inventory and insurance will be addressed as appropriate.

**MOTION:** Butler - To rent the Airport Authority building for up to 9 months @\$400.00 monthly plus all billing required to board the windows and cover insurance; Region 44 seconds. Motion Carries.

**iii.**

**b. Paraclete**

**i. Regional/local Memorandum of Understanding**

1. TICP Michelle is waiting for the TICP Template to be updated – estimated to be out after the 1<sup>st</sup> of January. Michelle is working on the Mutual Aid Agreements; she will work with Alicia to get the equipment installed in the region. Howard County has no way to access anything. There are several counties in the region that do not have access. Tim states that Paraclete may be the portal to type in messages sent to phones; hit the weather radio EAS and TV for emergency messaging. A plan will need to be developed based on the state template to have messages predetermined. A VPN connection will be used until the State Radio System is in place.
2. Michelle will get access to Paraclete information after the TICP is complete.
3. Jan questions the process to get the required training and equipment. Alicia is the contact for that as well. MOU's will be required to use equipment. A dedicated computer has been approved previously for Butler County. Tim will spearhead the project and purchase computers for Howard, Butler, Colfax, and possibly Region 44 (2).
4. These machines are purchased by the region and belong as such; however NEMA is treating them as belonging to the counties.

**c. Rapid Tag System**

**i. Purchase Laptop and Pelican Case**

1. There is an extra license for Mobile Express software, handheld scanner and card reader. The computer in the Command Truck was used and has the same capabilities. Tim suggests that it is traded in for a handheld scanners but this is not OK due to 2009 funds and 2010 funds comingled. Midwest Card can supply a Pelican case and a computer and for \$2395.64 giving the Region another usable system paid for by 2010 funds.

**MOTION:** Colfax - Spend \$2396.64 of 2010 funds for Pelican Case and computer from Midwest Card. Howard seconds.

**d. Heartland Generator**

- i. It has been picked up, and Tim will take a picture of it for inventory. It should be installed in the near future.

**e. Functional Needs Registry**

- i. There are additional packets for the Functional Needs Registry. Laura will inquire on this and report back to Tim.

**VIII. Update on NEMA and NPSCC Meetings**

**a. NCOR /NPSCC**

**i. NPSCC Meeting December 12, 2012 –**

- 1. Minutes were distributed.
- 2. This was an initial meeting to set the tone for this group.
- 3. Some of the former NCOR group has been meeting to fill a gap to put together a plan to govern/manage for NRIN to keep local involvement in the process. Each region will appoint a representative to have governance to address ongoing issues management and monitoring of the network. The OCIO has agreed to provide this function and they are in the first phase working in the Panhandle area. They are in the process of setting a price for the service. At this time it looks like it will be a pass through estimated at \$80,000 annually for an FTE to assist in the functions. There will be a help Desk, an 800 number for assistance. County PSAP's will contribute to the funding which is estimated to be \$2,000 – \$3,000 annually which would go back to the PSAP's. This included tower costs, NPPD will drop their towers and there will be a trade for bandwidth for towers. The vision is to go away from microwave and go to fiber networking. This core group will continue to work on this governance which eventually will be formalized.

**IX. Regional Planning**

**a. TICP**

**b. Family Assistance Center –**

- i. Saunders is sponsoring a Tabletop Exercise with the Red Cross for family assistance center exercising – date TBD. Region 44 has discussed the same with Laura Myers to have one in the ROMRS area and this can be done whenever the date is scheduled. Discussion is taking place on who will take responsibility for the FAC to put some real situations in the exercise. TRMRS is the lead in this effort and they need to complete additional planning before new exercises are held. Dates will be scheduled as soon as the details are worked out. Two may need to be planned to make the exercise most effective. Responsibility for undertaking the FAC portion of the plan vs. an annex on the LEOP. Hospitals will not be able to take the ownership for this plan. While the EM needs to have this in the plan - it will be a challenge to facilitate this during the response phase of a disaster. OMRS does have a plan. Using the Red Cross is unrealistic due to available resources and response time. Spearheading this process is in question. Laura will work with Ginger on this initiative.

**X. State Update**

- a. Allocation and funding is cut across the state.
- b. Kate Speck provides handout and an update on the state Behavioral Health Emergency Response Team. The entire document Website is [www.disastermh.nebraska.edu](http://www.disastermh.nebraska.edu)

**XI. Public Comment**

None

**XII. Upcoming meetings**

Governance Meeting- February 1, 2013

Polk County - Advanced Storm Spotting Course – March 23, 2013 8:30 AM – 12:00 PM at the Stromsberg Fire station. Please let Bob know if you plan to attend.

**MOTION TO ADJOURN:** Dodge seconded by Howard. Motion Carries.

