

Nebraska Council of Regions (NCOR)
Minutes
October 30, 2009 – 1:00 PM
Joint Forces Headquarters Conference Room, USPFO Building
1234 Military Road, Lincoln, Nebraska

Opening comments

1. Roll Call

| First | Last | Attendance |
|---------|-----------|------------|
| Mark | Conrey | x |
| Patrick | Foust | absent |
| Pat | Gerdes | x |
| Jim | Gerweck | x |
| Jim | Hofbauer | x |
| Darrin | Lewis | x |
| Pete | Peterson | x |
| Ray | Richards | x |
| Thomas | Schwarten | x |
| Dave | Webb | x |

2. Chair Pete Peterson reviewed the Open Meetings Law information – verification of public notice, availability of copy of law in the meeting location - NEB. REV. STAT. §§ 84-1407 through 84-1414 (1999, Cum. Supp. 2006, Supp. 2007.)
3. Minutes – October 2, 2009 meeting
Ray Richards made a motion to approve the minutes; Darrin Lewis seconded the motion and it was passed by affirmative votes via roll call vote of all members present.

Action Items

1. RFP Evaluation Process and Templates

Motion to move into closed session and include anyone in state or local government who is present made by Jim Gerweck; Tim Hofbauer seconded the motion and it was passed by affirmative votes via roll call vote of all members present.

****Enter closed session at 1:13 PM****

Motion to move out of closed session made by Dave Webb; Darrin Lewis seconded the motion and it was passed by affirmative votes via roll call vote of all members present.

**** Exit closed session at 2:16 PM****

Motion to recommend the Allocation of percentages for the RFP evaluation process at the following levels: Executive Summary, 5%; Corporate Overview 15%; Cost 35%; 45% Technical, made by Darrin Lewis; Dave Webb seconded the motion and it was passed by affirmative votes via roll call vote of all members present.

2. Appointment of NCOR RFP evaluation team

Proposed Members of the Technical Review Team for the RFP: Tim Hofbauer, Lon Renner, Mike Jeffres, Pat Gerdes, Rod Hutt, Neil Miller, Mark Conrey. *Note: The detailed scoring will be done by the technical committee.*

Proposed members of the Cost Evaluation Team: Pam Kemper, Steve Cass, Pete Peterson.

Motion to accept the proposed members of the Technical Review Team and the Cost Evaluation Team made by Jim Gerweck; Tom Schwarten seconded the motion and it was passed by affirmative votes via roll call vote of all the members present.

3. Network Management - Postpone until next meeting.
4. Mutual Aid base station project – Pete Peterson
 The Mutual Aid Base Station equipment must be in place to support the new technology. There has been discussion of starting a competitive bidding process to see if the price would be lower than the state contract. VHF would go to every tower, and UHF and 800 would go some locations. The NEMA staff members (Rod and Steve) can bring NCOR the specifications of mutual base stations for committee approval. NEMA will need to build the cost of these staff members in the 2010 allocation of the Homeland Security Grants if they are to continue working on behalf of the PET Regions on mutual aid issues. NEMA would also require purchase of software to design coverage maps. The Mutual Aid Plan also needs to be revised to include an up to date frequency plan.
5. MOU Templates – Denise Bulling and Darrin Lewis – No update at this time.
6. SOP Development – Tom Schwarten
 The Operational Work Group has put together the Standard Operating Procedures (SOPs) for NWIN and NCOR. The Administrative Work Group will be meeting soon to review the SOPs. The SOPs will still need NCOR input, especially with Mutual Aid procedures, which will become a priority for NCOR. NCOR Committee Members are to review the SOPs and send suggested changes the Joint Operational Work Group, which includes Mark Conrey and Pat Foust and Pat Gerdes and Darrin Lewis from NCOR.
7. Grant and Project timelines
 The 2006 Homeland Security Grant ends on Dec. 31, 2009. The 2007 Homeland Security Grant is probably ending March 2010. The PSIC Grant may be extended but NEMA is currently planning on September 30, 2010 as the end date.
8. MOU of 2006 Homeland Security Grant Funds in support of NEMA staff working with PET Regions
 It was suggested that NCOR, serving as the local government representatives, allocate funding from the 2006 homeland security grant funds that must be expended by December 31, 2009 to NEMA in support of the work performed by Steve Cass and Rod Hutt on behalf of the Regions in preparation for the RFP for mutual aid network development.

Motion to accept the MOU as written from NEMA made by Tim Hofbauer; Jim Gerweck seconds the motion. The motion passes with 7 affirmative votes, and 2 abstaining votes, and 1 absentee.

| First | Last | Vote |
|---------|-----------|---------|
| Mark | Conrey | x |
| Patrick | Foust | absent |
| Pat | Gerdes | x |
| Jim | Gerweck | x |
| Jim | Hofbauer | x |
| Darrin | Lewis | x |
| Pete | Peterson | x |
| Ray | Richards | x |
| Thomas | Schwarten | abstain |
| Dave | Webb | abstain |

Information/Reports

1. NEMA –Dan Hiller
 NEMA is in process of working out issues related to the roll out of the software package Net Planner for local use. NEMA plans to introduce Net Planner to counties as they become due for an update of their local emergency operations plan.

2. University of Nebraska Public Policy Center – Denise Bulling
There are stakeholder groups occurring around the state in each PET region to gauge what the content of the planning academy may be.
3. OCIO – Mike Jeffres: No Update.
4. NCOR representatives to N-WIN – Jim Gerweck and Mark Conrey
NWIN is reviewing the SOPs. As the SOPs are finalized, there will have to be a lot of coordination with NCOR because the SOPs may have some far reaching effects with agencies. NCOR representatives will be responsible to make sure that the local public safety agencies are aware of the SOPs and the opportunity for interoperability with the state patrol.
5. N-WIN/NCOR Joint Operational Subcommittee – Tom Schwarten
Please send feedback on the SOPs to Denise Bulling, Tom Schwarten, or Dave Babcock by early next week. Denise will send out an electronic copy of the SOPs.
6. NCOR/NEMA– Steve Cass and Rod Hutt
A map and list of tower sites and public safety answering points was distributed to members. NCOR members should review these lists and send corrections to Rod or Steve.

Discussion Items

1. Overview of 2009 Homeland Security Grants – Dan Hiller
A spreadsheet was distributed with grant allocations for 2009 across investment justifications. In the 2008-2009 funds, it was assumed that the 25% set aside for law enforcement activities (IED funds) would be enough to cover the costs for the Bomb Squads. Each of the nine investment priorities was discussed. Tom Jensen and Dr. Mogan put a handout together for Investment #5, Agriculture response to help PET Regions coordinate with the Department of Agriculture (DOA) to meet the justifications.
2. Annual Report to Governor Heineman – Pete Peterson
Per the NCOR Executive Order, there is a requirement for NCOR to prepare an Annual Report to the Governor. NCOR decided to do the annual report by the calendar year. NEMA plans is to use the Homeland Security template as a general template for state level reports. Denise Bulling and Al Berndt will work to make the template available at the next meeting.

Comments

1. Member comments
 - Handout Materials should be submitted prior to the meeting so that there is time to review ahead of time, preferably 5 days ahead of time, electronically.
 - it is suggested that NWIN/NCOR meetings be scheduled separately or longer.
 - Jim Gerweck encouraged NCOR Members to visit the State Patrol Fusion Center for an overview of the services they provide.
2. Public comments - None

Next Meeting

November 20, 2009 – North Platte Fire Department. NCOR will meet from 9:00 -11:00 AM, NWIN from 11:00 – 1:00, and then NCOR 2:00-4:00 PM.