

PANHANDLE REGIONAL PET COMMITTEE MINUTES
November 1, 2011
10:00 AM
REGION 22 Old EOC

The meeting was called to order at 10:14 AM by Chairman Jerry Bretthauer. The meeting was broadcast via Tele Health to board members of Panhandle PET. The agenda for today's meeting was published in the Scottsbluff Star Herald Newspaper as required. Reference was made by Chairman Bretthauer to the Open Meetings Act of which there is a posted copy at all of the satellite locations.

Attendance:

Gering site: Jerry Bretthauer, Emergency Management Region 22, Ray Richards, Scotts Bluff County Communications and Alex Moreno Scottsbluff Police Chief, Dana Miller Scottsbluff Fire Chief. Guests: None

Alliance site: None

Chadron site: None

Sidney site: Ron Leal, Region 21 Emergency Management; Michell Kile, Cheyenne County Communications and John Jensen of Cheyenne County Sheriffs Office

Due to a lack of a quorum there are no minutes from the Oct 4, 2011 meeting. Alex Moreno made a motion to approve the minutes of the Sept 6, 2011 meeting. Second my Michell Kile. Motion passed.

Chairman Bretthauer advised the group that the 2007 Grant paperwork has been removed from the monthly meetings reports. This is due to the final MOU return of monies. A GAN is being drafted by NEMA to reflect the adjustment.

Communications Interoperability and Grants Management

2008

2008 Work Plan – extended due date is February 29, 2012

All (SHSP) projects have been paid for except:

Project #1, “Nebraska Law Enforcement IED and Response Planning – purchased a bomb magazine with locks from Tread Corporation (\$10,389.40) – Reimbursed and PAID; purchased a digital x-ray machine from Logos Imaging LLC (\$23,443.00) – Reimbursed and PAID Purchased radio assembly with case, power supply upgrade kit, camera sighting kit assembly from Northrop Grumman, Remotec Inc. (\$57,625.00) - Reimbursed and PAID. Purchased two shelter gazebos from Walmart (\$240.00) – Reimbursed and PAID. Purchased Mineral Water Bottle Disrupters and shock tube cutters from Cherry Engineering (\$422.00) – Reimbursed and PAID - Purchased two dual laser sights from SWH, LLC for \$1,220.00 – Reimbursed and PAID. – Purchased two Assy. Reel & Line Brakes from Allen-Vangaurd Technologies Inc. (\$2,100.00) – Reimbursed and PAID. A quote was submitted by Bob Rader on 1-27-11 was made to purchase from Golden Engineering, Inc. an X-ray Kit, two batteries, battery charger, tripod mount, remote cable and carrying case plus shipping charges for \$5,451.00 – PAID and Reimbursed.

A quote was submitted by Bob Rader on 1-27-11 to purchase from Golden Engineering, Inc. 6 radiological dosimeters, 1 dosimeter charger plus shipping charges for \$845.00. Rader withdrew this purchase proposal because Region 22 EM has dosimeters and dosimeter chargers the EOD team can utilize.

Purchased 2 cases of .5 Liter MWB Disrupters plus shipping and handling for \$329.14 – PAID AND REIMBURSED. Purchased an Aluminum Post Stand for the Disrupter from Ideal Products, Inc. for \$600.00. PAID AND REIMBURSED. Purchased tow Reel Carry Bags from Allen – Vanguard Inc. (\$324.00). PAID AND REIMBURSED. Purchased four EOD Tool Kits with Hip Pouch from The blasters Tool and Supply Company (\$1,896.92). PAID AND REIMBURSED. Purchased Ballistic Helmet and Face Shield from Alamar Uniforms for \$765.00 – PAID and REIMBURSED. Purchased Laser Camera Filter from Remotec for \$481.00 – Waiting for Delivery – **Holding Check for \$3300.00.** Purchased Remote Firing Device from General Dynamics – Paid and REIMBURSED. **We will have \$3.23 left in this project and it will be returned to NEMA per the PET’s decision. Nikki Weber is aware of our intentions.**

Project #5 “Chadron Point to Point” (\$30,132.00) - project completed for \$27,888.32 leaving a balance of \$2,243.68 to be used to install the equipment – Tony Serbousek advises this system is working and he will have an installation invoice soon.

Project #6 "Scotts Bluff County Communications UHF/Low Band Link was changed by NEMA to reflect exact quote of \$25,136.00 instead of the original quote of \$26,600 early in the process – therefore the project is complete and paid and there is no balance remaining.

Balances for projects costing less than the original quote are: Project #5 (\$2,243.68); Project 7 (\$1,192.70)*, and Project 10 (\$29.60). We will check into using some of this money for Project #5. Total left over from projects 5, 6, & 7 is \$3,462.33. The \$3.23 left after all EOD project are completed cannot be used for the PTZ camera project because the funds are marked for LE IED.

The grant extension was approved on 8-30-11 and we have until 2-29-12 to spend the remaining funds.

Input the Chadron PD PTZ Camera project into the Nebraska GMS and moved uncommitted funds from the other three projects totaling \$3,462.33 – the camera project costs \$4,975.16 and the balance (\$1,512.83) will be paid by Chadron PD.

PTZ Camera is installed – waiting for serial number to complete the project.

2009

2009 Work Plan

The 2009 Work Plan Deadline is July 31, 2012

2009 State Homeland Security Grant Program for the MOU Hazmat Team. \$25,000.00 has been allotted. 75% of the award can be spent on equipment and 25% must be spent on planning, exercise and training. Dana Miller has submitted a plan to NEMA, which has been approved. Scottsbluff Fire Department plans on spending \$19,712.00 on hydraulic extrication jaws and cutter that are battery powered – these are portable and much safer to use in hazardous environments. Costs in excess (\$372.74) of the \$18,750.00 (75%) for equipment will be paid by Scottsbluff Fire Department. (PAID and Reimbursed)

The 25% PET will be spent on FEMA-sponsored and approved training, i.e. CST Exercise and Evaluation overtime and backfill; HAZMAT training overtime and back – fill; Hazmat equipment training overtime and backfill, etc. This proposal has been submitted to NEMA's SAA for approval.

The 2009 Work Plan has been approved by the Nebraska Emergency Management Agency. The target value was \$336,107.00. At least two bids must be solicited for projects utilizing Scottsbluff communications vendors. We will continue to solicit training and exercise ideas to go along with the PET project. All training must be Federally approved.

- **2009 State Homeland Security Grant Program (HSGP):** Initial allocation is \$596,352.00. 25% (actually 20% after NEMA contributions to PET) must be spent on Planning, Exercise and Training (PET) and 25% (actually 28% after NEMA's needs) must be spent on the Law Enforcement Terrorism Prevention Program (LETPP) with emphasis on Improvised Explosive Devices (IED) and Fusion Center. The Nebraska Emergency Management Agency will also heavily invest in PET, IED/Fusion Center. This means that the Panhandle Region PET Committee must spend \$92,985.00 on PET and \$167,260.00 on LETPP. The remaining grant funds (\$336,107.00) can be spent on regional priorities allowed by the Authorized Equipment List (AEL).

- **All 2009 funds must be expended by 7-31-12.**

- Priorities for the 2009 Work Plan are:

1. Planning, Exercise and Training MOU - \$18,654.00 for PET and \$74,385.00 MOU (Planning (\$3,720.00); Exercise (\$7,440.00); Training (\$7,440.00); \$54.00 for equipment to be purchased at a later date (Kept 20% of \$92,985.00 or \$18,597.00 – remainder divided as 20% Planning, 40% Exercise, and 40% Training). MOU'd \$17,400.00 back to NEMA on our behalf for the Nebraska Agriculture Response and Recovery which is specifically agriculture related planning, exercise and training that will be provided by the State Department of Agriculture – Received an email from NEMA's Cindy Newsham stating that the Nebraska Department of Agriculture will be opening a "Request For Proposal" (RFP) to contract with a vendor to provide the services. The contract deliverables will be such things as reviewing LEOPs and updating SOPS, planning and exercising, and conducting vulnerability assessments. The RFP can be found on the Nebraska Department of Administrative Services, Material Division website under State Purchasing Bureau, Bid Opportunities.

When we MOU'd the following funds (74,385.00 MOU (Planning (\$3,720.00); Exercise (\$7,440.00); Training (\$7,440.00) to NEMA we assumed NEMA had a plan for the funds. That is not the case. We now have to develop a plan to expend these funds by 7-31-12. I believe we can work to that end by utilizing some of the funds to develop update contact lists and templates for the PIOs. We will call this a new project. We can also utilize some of these funds to update, plan and exercise, and train in the areas of COOP-COG.

(Nikki Weber) "I have looked into 2009 funds issue we were discussing last week. If the region agrees to give up the project as is

and use that money for the FDI consulting project that is ok. The region just needs to be in agreement. This means that for the year 2009 no travel, conference fees, food etc. can be reimbursed under that grant. You all need to discuss how you will pay for attendance at state functions, ex. T & EPW, etc.”

The Panhandle Region PET Committee voted to put these funds into the FDI Consulting SOW to pay for the Continuity of Operations and Debris Management plans. NEMA’s Nikki Weber has authorized our PET to do this and put the funds (\$18,654) into the project in the Nebraska GMS. These funds have been added to the \$56,985.00 MOUd to NEMA and the total is \$75,639.00. .

Chairman Bretthauer has signed and delivered the Statement of Work (SOW) to David Fulton of FDI Consulting. The first meeting was held on 10-27-11 (FDI Consulting Inc. personnel, Nan Gould and Jerry Bretthauer – Ron Leal was at NEMA sponsored training.

Note that the SOW proposes to provide the Panhandle Region (specific counties and cities with Continuity of Operations and Debris Management plans. They will throw in, for free, the updates to the PIO Handbook we originally were going to pay ICF International for.

The other MOUd funds (\$17,400.00) are earmarked for the Ag Response and Recovery Planning with Kurtis Cooper of SES Inc. The Region 22 meeting was 10-5-11 at 0900-1700 at the Region 22 EOC. The other regions have dates set (I know Region 23 has a date set, but I am unsure of Region 21).

2. Law Enforcement/Improvised Explosive Devices - \$125, 445.00, which is 75% of the Law Enforcement Allocation Requirement for LE/IED and Fusion Center. We tried to utilize some of these funds for an IED Awareness Program he brought in, but the course was not DHS approved, so we could not use the funds for it. None of these funds have been expended, nor has a plan been submitted to NEMA for expenditure of these funds.
3. Scottsbluff Public Safety Building Radio Tower - \$40,950.00. Reimbursed and PAID.
4. Panhandle Region Portables (Scottsbluff PD, Regional Cache, Sheridan County, Sidney PD Portable Radios - \$102,011.00) or (Scottsbluff Police Department Portable Radios (\$9,073.00) – Reimbursed and PAID; Panhandle Region Portable Radio Cache (\$43,643.00) – Reimbursed and PAID; Sheridan County Portable Radios (\$30,780.00) – Reimbursed and PAID; Sidney Police

Department Portable Radios (\$18,515.00)) – Reimbursed and PAID.

5. Chadron Volunteer FD Pagers and Sheridan County Fire Road - \$30,005.00 or (Chadron Volunteer Fire Department Pagers (\$28,567.00) – Reimbursed and PAID; Sheridan County Fire Road – (\$1,431.00)) – Reimbursed and PAID.
6. Nebraska Law Enforcement Fusion Center - \$41,815.00; which is 25% of the Law Enforcement Allocation Requirement for LE/IED and Fusion Center. MOU'd this funding back to NEMA for the Nebraska State Patrol to continue the Fusion Center operations.
7. Banner County Moving Old Repeater and Installing New Repeater - \$22,380.00 (Reimbursed) – (PAID and Reimbursed \$11,098.49 to Motorola. First Wireless (aka D & D Communications) has completed installation of the repeaters (\$11,281.51). PAID and Reimbursed.
8. Scotts Bluff Detention Center Repeater and Portables - \$48,556.00 – Reimbursed and PAID.
9. Scottsbluff FD Portables - \$12,123.00. Checks cut to Motorola (\$11,520.96) and First Wireless (\$602.04) – Reimbursed and PAID.
10. Morrill County Portables, Repeater, Mobile Control Centers - \$52,383.00 Bayard Project – Bridgeport will not allow the antenna on their water tower – solution by Roger Wheeler a Cell Phone – Erickson G32 fixed wireless terminal cellular phone in at \$500-\$600 and the cell phone will call Bridgeport Communications – when cell phone is called it automatically calls Bridgeport Communications – checked the AEL and Cell Phone, Digital are allowed at 06 CC-1-CELL Digital; okayed by Nikki Weber of NEMA. Received two invoices from Comm Source (\$31,843.80 & \$20,539.20, which meet the target value of \$52,383.00) and will complete the project. Reimbursed and PAID.
11. Hemingford PD Communications Project - \$27,645.00. Have invoice from Comm Source (\$12,449.58) and invoice from Motorola (\$15,195.42) – Reimbursed and PAID

2010

2010 Work Plan – due date is 7-31-13

2010 State Homeland Security Grant Program for the MOU Hazmat Team - due date is 7-31-13. Remember EHPs must be submitted for all projects with antennas, repeaters, and towers.

\$25,000.00 has been allotted. It is unknown at this time if 75% of the award can be spent on equipment and 25% must be spent on planning, exercise and training or not. Dana Miller of Scottsbluff Fire Department must submit a plan on expenditures before any drawdown on the funds can occur.

The Panhandle Region has been awarded \$264,224.00 for 2010. The Panhandle Region is required to spend 27.9% of these funds (\$73,718.50) of the grant funds on the law enforcement terrorism prevention-oriented planning, organizations, training, exercise and equipment activities, including Fusion Center Activities. This leaves 190,505.50 for other projects. (Open for Discussion)

Accepted projects for the 2010 SHGP Work Plan are listed below (note – there is no prioritization present, except for #1 and #2)

- #1 LE/IED PET & Equipment @ 75% (\$55,288.87); reduced to \$41,946 because of an error in including the MOU amount as part of the Project Request Total – we still meet our required Law Enforcement funding requirement because of the police projects in this plan
- #2 Fusion Center @ 25% (18,429.63)
- #3 Sheridan County/Gordon PD Portables – 10 portables (\$27,412.50) – **Paid and REIMBURSED. No EHP needed.**
- #4 Chadron Police Mobile and Portable Radios - \$27,413.00. **No EHP needed.**
- #5 Sidney Fire Department Radios - \$17,558.00. **EHP Completed and submitted to Bob Wilhelm.**
- #6 Box Butte County Road Department Radios - \$4,158.00 Paid AND REIMBURSED. **NEMA Bob Wilhelm determined no EHP needed for this project.**
- #7 2011 Flood TTX - \$57,859.00 (The first kick-off meeting was held on Monday, 5-2-11 at 1400 via teleconference between Jerry Bretthauer and ICF International employees DeAnne Sesker and Robert Vork). The Initial Planning Conference was held on June 8, 2011. The Final Planning Conference occurred July 13, 2011 at 1000 at the Region 22 EM EOC. The Tabletop Exercise was on August 24, 2011 at 0800 at the Region 22 EM EOC. Jerry Bretthauer and Bob Hessler met on 9-1-11 and completed documents for the After Action Report as Evaluators. Partial payment for Flood TTX on 7-19-11 for \$17,862.04 (Reimbursed) asked for from Scotts Bluff County. **Balance at \$39,996.96.**
- #8 Panhandle Region Emergency Sirens - \$29,150.00 – Installation is complete except for the fence and the system was tested on 9-27-11. **Paid and REIMBURSED. EHP Completed and submitted to Bob Wilhelm.**
- #9 Leasing Space for Equipment Storage (remainder from Project #8 held here until a project is accepted to spend this amount) – **Project removed to meet the target value.**

■ **Possible Projects already discussed:**

- Emergency Care Network Radio
- Scotts Bluff County Communications new radio system
- Sidney Fire/PD Tower **Completed**
- Sidney Fire portables and high band mobiles **Completed**

- Chadron PD new mobiles and portables
- Scottsbluff upgrade SLEUTH System and Public Works radios, narrow banding
- Box Butte County Public Works Mobiles and Repeater **Completed**
- Emergency Alert Sirens
- Scotts Bluff County Comm. Center Ensembles

It was the general discussion of the group to start 2011 work plan projects at the upcoming December meeting. Outdoor Sirens will be moved to 2011, Morrill County SO (Bridgeport) needs a new repeater, the data sharing project was discussed, and dispatch console furniture for Scotts Bluff County was mentioned for 2011.

2011

2011 State Homeland Security Grant Program Award - due date is 7-31-14

- **On 10-21-11 the chairman received documents from NEMA's Nikki Weber for the 2011 State Homeland Security Grant Program Award. The document included the 2011 HSGP Template Grant Work Plan, 2011 Nebraska Investment Justification State Submission, and HSGP Guidance. Chairman Bretthauer forwarded documents to PET Committee members with this agenda and 10-4-11 minutes.**

Old Business

New Business

- **LEPC Regional meeting included with a SERC meeting is set for April 3 & April 4, 2012 in Scottsbluff.**
- **Based on the NAEM By-laws, the Legislative Committee should have representation from each NACO/NAEM District. This is an opportunity for the District to have input. Lynn Marshall is soliciting candidates based on our suggestions. The NAEM by-laws state: (c) Legislative/State Affairs Committee. The incoming President shall appoint a Legislative/State Affairs Committee prior to the beginning of the Association fiscal year. It shall consist of one (1) Professional Member from each Association Area, one of whom shall be named chairperson by the President. The Committee shall monitor/review past, current, and future legislative actions with regard to the potential impacts on Emergency Management entities in the State of Nebraska. The Committee may also be required to intervene on the Association's behalf by testifying at legislative activities. Marshall asks that the Panhandle Region address this**

requirement at their next meeting. Nan Gould volunteered to act as our Executive Committee representative to NACO.

- **Training and Exercise Planning Workshop – Nan Gould**

The next meeting is set for December 6, 2011 at 10:00 a.m. to 12:00 p.m. All dates have been set up for TeleHealth by Jerry Bretthauer and the old EOC has been scheduled by Ray Richards.

Adjournment

Submitted

Ray Richards
Secretary, Panhandle PET