

PANHANDLE REGIONAL PET COMMITTEE
AGENDA
June 5, 2012
10:00 AM
REGION 22 Old EOC

Call to Order – Jerry Bretthauer, Chairman

Publication of meeting – Required by Open Meeting Laws

Introduction of Visitors

Approval of Minutes from the April 10, 2012 & May 1, 2012

Communications Interoperability and Grants Management

2009

2009 Work Plan (Open for Discussion)

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.

- **(Open for Discussion) 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.**

The Nebraska GMS shows we have \$462.96 for review; need Purchase of Equipment (POEs) for **\$85,915.33**; On Order is **\$7,794.15**; Invoiced is **\$0**; and we have spent **\$367,788.52**. **The original grant value was \$461,498.00.**

■ 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 doing this and put the funds (\$18,654) into the project in the Nebraska GMS. These funds have been added to the \$56,985.00 MOU'd to NEMA and the total is \$75,639.00.

I have signed and delivered the Statement of Work (SOW) to David Fulton of FDI Consulting. Our 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 is set for 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 Bob Rader 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.

Scottsbluff Police Department sent Patrol Officer Shawn West to the Hazardous Devices School (HDS) at Huntsville, Alabama, 1-30-11 to 3-11-11. Reimbursement's allowed were: 40 hours overtime at time and one-half, including Social Security and Retirement (\$1,540.70) + Travel, which include lodging and gasoline (\$3,628.82) a total of \$5,169.52. Balance is \$120,275.48.

Scottsbluff Police Department is planning on sending Firefighter **DJ Glenn** to Hazardous Devices School at Huntsville, Alabama 3-12-12 to 3-23-12. DJ Glenn has submitted the NEMA PET Training Request, which has been approved by NEMA's Nikki Weber. Authorized is \$10,682.10 - \$3,744.00 for overtime, \$1,396.80 for backfill, \$3,131.20 for lodging, \$1,906.00 for meals, \$582.10 for airfare and \$100.00 for baggage. The main difference in the cost to send D. J. Glenn to HDS as compared to Shawn West is the meals and airfare.

Scottsbluff Police Department sent Patrol Officer **James Todd** to Hazardous Devices School at Huntsville, Alabama from 1-4-10 to 2-12-10 and seeks reimbursement for this training. We are discussing this with NEMA's Nikki Weber. Nikki Weber has authorized paying for this training and Scottsbluff PD is in the process of putting together the PET Training request and invoices needed to make a claim.

Scottsbluff Police Department EOD purchased a bomb suit (\$15,733.00), a helmet (\$8,955.00) with visor (\$1,878.00) for a total of \$26,566.00. Reimbursement has been asked for and a claim form sent to Scotts Bluff County. **Reimbursed and Paid.**

Scottsbluff Police Department EOD has on order from Northrop Grumman, Remotec, Inc. - Truck Mount Assembly, D2461-8150 (\$2,999.00) + Truck Cable Kit, 10', B2455-8100-1 (\$644.00) + AC Power Supply for Truck Mount Kit (\$1,050.00) + Shipping (\$50.00) = \$4,743.00 for Scottsbluff Police Department Emergency Ordinance Disposal team.

Scottsbluff Police Department EOD has on order from RC Forensic Inc. – 4 Fuji Bridge Digital Cameras, Model HS20 (\$1,599.80); 4 Fuji Flash Unit, Model EF-42 (\$919.80); 4 Equipment Hard Cases (\$439.80) plus shipping and handling (\$91.75) for a total of \$3,051.15.

Scottsbluff Police Department EOD has on order from Blasters Tool & Supply Company - 4 ceramic pocket knives (\$48.14@ = \$192.56) + 4 Buzz-Mo Continuity Testers (\$62.60@ = \$250.40) + S&H (\$20.00 for a total of \$462.96.

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 State Homeland Security Grant Program MOU Hazmat Grant – Reimbursed and Paid.

2010 State Homeland Security Grant Program Award - due date is 7-31-13 (Open for Discussion)

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).

The Nebraska GMS shows we have \$0 for review; need Purchase of Equipment (POEs) for **\$41,946.00**; On Order is **\$0**; Invoiced is **\$0**; and we have spent **\$203,847.00**. **The original grant value was \$245,794.00.**

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. **\$41, 946.00 is still available for LE/IED – all other projects have been reimbursed and paid.**
- #2 Fusion Center @ 25% (18,429.63) – **MOUd to NEMA on 4-10-11.**
- #3 Sheridan County/Gordon PD Portables – 10 portables (\$27,412.50) . No EHP needed. **Reimbursed and paid.**
- #4 Chadron Police Mobile and Portable Radios - \$27,413.00. No EHP needed. Project completed and received Motorola invoice for \$65,099.60, \$14.20 less than the quoted \$65,113.80. Have asked for a check from Scotts Bluff County for \$65,099.60 to Motorola, which is \$.75 less than the actual cost because the invoice shows one more portable radio and one more mobile radio than the quote, and the cost of the radios changed. The \$.75 will be paid by Scotts Bluff County and be recorded as a rounding error. Reimbursement has been asked for from NEMA. The remaining amount in this project (\$2,610.40) was applied to the West Comm installation invoice of \$2,671.00. The difference of \$60.60 will be paid for by the Chadron Police Department. **Reimbursed and paid.**
- #5 Sidney Fire Department Radios - \$17,558.00. EHP Completed and submitted to Bob Wilhelm. EHP Clearance by FEMA. **Reimbursed and paid.**
- #6 Box Butte County Road Department Radios - \$4,158.00. NEMA Bob Wilhelm determined no EHP needed for this project. **Reimbursed and paid.**
- #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 Voucher #1 on 8-4-11 for \$17,862.04. Reimbursed and PAID. Partial payment for Flood TTX Voucher #2 on 11-9-11 for

\$23,710.68. **Reimbursed and PAID.** Partial payment for Flood TTX Voucher #3 for \$7,961.89. **Reimbursement and PAID.** Final payment for Flood TTX Voucher #4 for \$8,324.39. **Reimbursement and PAID.** Balance is zero.

#8 Panhandle Region Emergency Sirens - \$29,150.00 – Installation is complete except for the fence and the system was tested on 9-27-11. EHP Completed and submitted to Bob Wilhelm. EHP Clearance by FEMA. **Reimbursed and paid.**

■ **Possible Projects already discussed:**

- Emergency Care Network Radio
- Scotts Bluff County Communications new radio system
- Sidney Fire/PD Tower
- Sidney Fire portables and high band mobiles
- Chadron PD new mobiles and portables
- Scottsbluff upgrade SLEUTH System and Public Works radios
- Box Butte County Public Works Mobiles and Repeater*
- Emergency Alert Sirens
- Comm Center Ensembles

2011

2011 State Homeland Security Grant Program for the MOU Hazmat Team - due date is 7-31-14. (Open for Discussion) - Remember EHPs must be submitted for all projects with antennas, repeaters, and towers. Projects must be submitted to NEMA by 1-31-12.

\$25,000.00 has been allotted. The expenditure of the 2011 SHSGP funds are subject to the Terms and Conditions as explained in the 2011 SHSG Program Guidance and Nebraska's 2011 SHSGP Investment Justifications (IJs) which are being sent to you via email. Dana Miller must submit a plan on expenditures before any drawdown on the funds can occur.

Dana Miller submitted a plan to NEMA's Nikki Weber and is approved to spend the \$25,000.00 on upgrading the Hazmat ID and updating AURA. Dana must request that the items be purchased with 2011 funds and receive NEMA's signature before moving ahead. Jerry Bretthauer must enter the projects into the Nebraska GMS.

2011 State Homeland Security Grant Program Award - due date is 7-31-14 (Open for Discussion) - Remember EHPs must be submitted for all projects with antennas, repeaters, and towers

- On 10-21-11 we 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 – forwarded documents to PET Committee members with this agenda and 10-4-11 minutes.

\$157,694.00 has been allotted. The expenditure of the 2011 SHSGP funds are subject to Terms as explained in the 2011 SHSG Program Guidance and Nebraska's SHSGP Investment Justifications (IJs) which I sent to you via email. The Regions are required to spend 33.8% (\$53,300) of the grant funds on law enforcement terrorism prevention-oriented planning, organization, training, exercise and equipment activities, including Fusion Center Activities. Expenditures of the above funds should occur through coordination with the Office of the Nebraska State Patrol, the Nebraska Department of Agriculture and NEMA.

The 2011 Work Plan was submitted on 1-3-12. On 2-10-12, NEMA's Nikki Weber sent the 2011 Work Plan back to me asking questions and wanting additional information on some of the projects. I entered the needed data for all project except LE IED and resubmitted the 2011 Work Plan on 2-13-12, without the LE IED Work Plan completed. Nikki Weber will be working with SPD Cpt. Kevin Spencer to complete the LE IED portion of the plan. Therefore, the 2011 Work Plan has not been approved and funding is not available yet.

After we receive approval of the plan, Jerry Bretthauer needs to make sure that the funds are available in the right accounts with Scotts Bluff County Accounting Director Jerry Crable before any project can continue.

At the last meeting we voted to MOU 25% of the LE/IED allotment to the Fusion Center. 25% of \$53,301.00 is \$13,325.00.

Accepted Projects – prioritized

1. LE/IED - \$39,975.00

On 5-4-12 I received the breakdown of equipment sought by the Scottsbluff PD EOD from Bob Rader. I submitted these items in an edited 2011 Work Plan to NEMA's Nikki Weber. The items are: RobotEX Micro robot (\$21,704.55); Bennche Model 500 UTV (\$7,583.00); Xray equipment, plates, holder, carousel (\$4,769.95); Area lighting system (\$5,246.00); Hand tools, drills, dremels, bits, etc. (\$455.82); Rolling tool box for evidence supplies (\$79.97); Evidence bags (\$116.00) = \$39,955.29. This leaves a balance of \$19.71. There will be an additional shipping cost for the evidence bags.

5-18-12 Spoke to NEMA's Nikki Weber – she stated Scottsbluff PD's Bob Rader wanted to change some of the items listed above to accommodate their new EOD trailer. Therefore, the Work Plan cannot be accepted until this has been completed. On 5-21-12 I spoke to Bob Rader and he indicated the new trailer should be in by the first week of June. On 5-21-12 I again spoke to Bob Rader and he indicated he will not be making any changes to the Work Plan and left a message for Nikki Weber to that effect – I followed up with an email stating that the Work Plan should be put in the Nebraska GMS as currently written.

2. Fusion Center - \$13,325.00; **changed to \$13,324.08 an MOUd to NEMA for the Fusion Center**
3. Gering Data Sharing – Single source bid is SLEUTH \$13,000.00
4. Lisco Siren – Lisco – Siren FirstWireless bid \$17,000.00 and accepted Prairie States Communication bid \$17,500.00 – Electrician Raider Electric \$1,000.00 and the accepted bid Kevin's Custom Electric \$1,085.00) = \$18,585.00
Received the EHP submitted to NEMA's Bob Wilhelm from Ron Leal 12-30-11.
5. Morrill County SO Repeater – Prairie States Communication bid \$9,781.20 and accepted bid FirstWireless \$8,140.00
6. Sheridan County EMS Ambulances Mobile Radios – Western Communications bid \$5,772.00 and accepted bid FirstWireless \$4,374.00
7. Sheridan County Roads Mobile Radios – Western Communications bid \$5,810.00 and accepted bid FirstWireless \$5,880.00
8. Sheridan County Sheriff's Department Portable Radios – Western Communications bid \$19,027.75 and accepted bid \$16,244.00; **changed to the actual bid of \$16,243.92**

9. Gering Public Works Mobile Radios – Western Communications bid \$7,600.00 and accepted bid FirstWireless \$6,544.00
10. Region 22 Emergency Operations Center Communications FirstWireless bid \$31,755.00 and accepted bid Action Communications \$30,995.00
11. Leasing Space for Equipment Storage – left over money needed to complete the 2011 Work Plan being held for a communications project - \$633.00

Total allotted: \$157,694.00

Total Spent: \$157,694.00

Total Remaining: \$0

Old Business

- **NRIN Project for Sustainability – NPPD Rentals \$8,400.00 and electrical costs (NPPD is supposed to pick up costs after the project is completed) – Ray Richards will make presentation and may have other presentations for sustainability**
- **Threat and Hazard Assessment Identification and Risk Assessment for Preparedness Grants (THIRA) to be due December 2012**
- **Midwest Card and ID Solutions (Brenden Ourth) discussed a NEMA assisted software program to get us into the statewide emergency ID system**
 - **Benefits are: (1) We will be a part of the Nebraska card system used Nebraska-wide and states bordering on the east and south of Nebraska, (2) We will be on the Nebraska database, which allows us to be asked to go to other disasters or call others to our area during disasters by category and skills, (3) If we purchase the scanner we can account for people automatically**
 - **Concerns are: (1) We just purchased ID Flow software through a Homeland Security Grant via the Scotts Bluff County Health Department and issued all new cards, (2) Costs for additional equipment and maintenance and training**
- **WNCC Upgrade of radio system for interoperability – to be presented at a later PET meeting by Michelle Coolidge (okayed by LT Gov Sheehey and NEMA’s Nikki Weber if the PET votes on it as a priority)**
- **COOP and Debris Management Plans quarterly maintenance contracts with FDI Consulting, Inc. and Exercises**
 - **Received SOW for Maintenance Program Initiation, Develop and Conduct COOP Training/Exercise Sessions (Four, two hour training/exercise sessions at the sites of our choice – we do the invitations) & Annual OIA and Program Review/Update (\$22,500.00/year X 3 years = \$67,500.00) for Banner, Box Butte, Cheyenne, Dawes, Deuel, Garden, Kimball, Morrill, Scotts Bluff, Sheridan and Sioux counties. I asked FDI Consulting’s Perry Depew to breakdown the costs for each of these areas.**
 - **Newest information 5-15-12:**

Maintenance and Training/Exercise Contract

- **Initiation costs are built into the contract as overhead, as we have recently completed the initial release of your Continuity of Operations Programs. These are minimal \$1000 or less**

- Annual Training/Exercise Sessions are \$7500/each three day trip which includes four 2 hour sessions conducted over three calendar days. This pricing covers not only the travel and onsite time, but also includes preparation and follow on documentation in the form of an After Action Report.
- Annual COOP Updates are calculated using \$1750/county (including the county seat) per year for a total of \$17,500.

Dave Fulton mentioned the potential of start applying the multi-year discounts at the beginning of year three. I added some verbiage in the NOTES in the FEES section that references multi-year term discount in the renew

- Received SOW to complete Stage #2 of the COOP/Debris Management Plans – completing these documents for Bridgeport, Chappell, Harrisburg, Harrison, Kimball, Kimball County, Oshkosh & Rushville (\$30,500.00)
--- Newest information 5-15-12:

COOP-Debris Plan Development Stage II Contract

- COOP Development is \$4000/jurisdiction – total of \$32,000 (8 jurisdictions)
- Debris Management Plan - \$3500/jurisdiction – total of \$3500
- Discounts applied to bundled contract - COOPs are discounted by \$500/each and the Debris Planning discounted by \$1000 bringing the total, as listed, to \$30,500
- Note: Kimball and Kimball County are now interested according to Harry Gillway
- IS300/400 – State Fire Marshall – Ron Leal (IS 300 – October 15, 16, & 17, 2012 at Western Nebraska Community College – Sidney Campus) & (IS 400 – October 18, 2012 at Western Nebraska Community College – Sidney Campus)
- FEMA MGT-346: EOC Management Operations & Planning Course (24 hours)
- EOC – ICS Interface Course (12 hours)

New Business

- Integrated Public and Warning System (IPAWS) – free software allows CodeRed calls to hit local cellular towers and all cell phones, whether in the CodeRed system or not, to be reached; CodeRed charges \$2,500.00 annually to input IPAWS software into the system and maintain it; have presented this information to CodeRed Primary Users

Next Meetings

The next meeting scheduled date was 7-10-12 at 10:00 a.m. to 12:00 p.m. Chance Florke has set up the Scotts Bluff County Commissioners Room – south room on the third floor of the Scotts Bluff County Administration Building at 1825 10th Street, Gering for our meetings.

Adjournment