

**PANHANDLE REGIONAL PET COMMITTEE  
MINUTES  
January 8, 2013  
10:00 AM  
REGION 22 Old EOC**

The meeting was called to order at 10:18 by Chairman Jerry Bretthauer. The meeting was broadcast via conference call to board members of Panhandle PET as the Tele Health system was inoperable. 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 the main site and at all of the satellite locations.

**Attendance:**

**Gering site:** Jerry Bretthauer, Emergency Management Region 22, Ray Richards, Scotts Bluff County Communications and Kevin Spencer, Acting Scottsbluff Police Chief, Dana Miller Scottsbluff Fire Chief. Guests: Kate Speck, UN-PPC

Guests today are Kate Speck of UNL PPC.

**Alliance site:** No attendees.

**Chadron site:** Nan Gould Region 23 Emergency Management; Tim Lordino Chardon Chief of Police; Tony Serbousek, Communications Director; Guests:

**Sidney site:** Ron Leal, Region 21 Emergency Management;

**Call to Order** – Jerry Bretthauer, Chairman

**Publication of meeting** – Required by Open Meeting Laws

Jerry has instituted sending out a monthly Panhandle Region PET Committee Meeting Notices and asks that these be posted at the TeleHealth location of your meeting in Chadron, Alliance, Sidney and Scottsbluff. This revision was made after receiving a legal opinion from the City of Scottsbluff's attorney's office.

**Introduction of Visitors:** No Visitors

**Approval of Minutes** from the December 6, 2012 – **MOTION:** Kevin Spencer made the motion to approve the Minutes; Ron Leal seconds; Motion Passes – unanimous. .

**Communications Interoperability and Grants Management**

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)**

Currently there is \$37,007.71 is still available for LE/IED – all other projects have been reimbursed and paid.

One project has been added: One drive wheel for the Robot - \$410.00; One 24 volt battery charger for the Robot batteries - \$558.00; One battery assembly for the Robot - \$751.00; Four 12 volt batteries at \$95.00@ = \$180.00; Labor is \$159.00; and Shipping is \$180.00 for a total of \$2,438.00. **Reimbursement and check requested.**

The remaining funds are \$34, 569.71. Currently the LE/IED project has \$37,007.71 left and if these purchases are approved **the remaining amount in the LE/IED project will be \$34569.71. SP PD is working on this order.**

**History**

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.

**The following projects have been Reimbursed and Paid.**

- Scottsbluff PD EOD ordered 6 Replacement Filter Bags (\$16.95@) = 101.70 and 8 Tyvek Hand Preservation Bags 2/PK (\$1.85875@) = \$14.87 for a total of \$116.57, plus \$12.72 for shipping and handling = \$129.29 for Scottsbluff PD EOD.
- Scottsbluff PD EOD ordered 2 Patrol Fingerprint Kits (41.00@) = \$82.00.
- Scottsbluff PD EOD ordered 1 Dust Lifter, Pathfinder Electrostatic for \$700.00.
- Scottsbluff PD EOD ordered 1 Metalized Lifting Film Roll 15” X 65” for \$65.00.
- Scottsbluff PD EOD ordered 2 Trace Evidence Kits (\$143.00@) = \$286.00.

- Scottsbluff PD EOD ordered shipping and handling for Arrowhead Evidence purchase of Fingerprint Kit, Dust Lifter, Film Roll, & Trace Evidence Kit for \$21.00.
- Scottsbluff PD EOD and SWAT purchased three Nikon Laser Range Finders (\$475.00@ = \$1,425.00) (SWAT - 2) and (EOD - 1).
- Scottsbluff PD EOD purchased two Dell Latitude E5520/2.40GHz/Windows7 Pro/Office Home and Business computers (\$1,115.00@ = \$2,230.00).

## 2011

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

**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.**

**Jerry remarks that the plan for the LE IED remains: \$39,975.00**

- 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.

### History

- \$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). 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 returned the plan with questions needing additional information on some of the projects. Jerry 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 will made sure that the funds are available in the right accounts with Scotts Bluff County Accounting Director Jerry Crable before any project can continue.

Accepted Projects – prioritized

LE/IED - \$39,975.00 is the current funding. The plan will be modified and Area Lighting System will be removed and replaced with funds to cover a Hazards Device Technician to replace retiree Bob Rader.

1. 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.
2. Fusion Center - \$13,325.00; changed to \$13,324.08 an **MOUD to NEMA** for the Fusion Center
3. **Gering Data Sharing** –Daniel Zook, and Capt. George Holtous are working out the details for the 2011 fund project at this time for a Single source bid is SLEUTH \$13,000.00. This is being worked on.

**The following projects are complete.**

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. **Reimbursed and PAID.**
5. Morrill County SO Repeater – Prairie States Communication bid \$9,781.20 and accepted bid FirstWireless \$8,140.00. **Reimbursed and PAID.**
6. Sheridan County EMS Ambulances Mobile Radios – Western Communications bid \$5,772.00 and accepted bid FirstWireless \$4,374.00. **Reimbursed and Paid.**
7. Sheridan County Roads Mobile Radios – Western Communications bid \$5,810.00 and accepted bid FirstWireless \$5,880.00. **Reimbursed and PAID.**
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 – the cost of the portable radios changed since the bid date – FirstWireless was able to match the original bid by substituting 8 radios without trunking capability for the 7 radios bid on with trunking capability, plus they added 5 extra Impress batteries for the same price – **Reimbursed and PAID** for batteries from FirstWireless (\$667.00) – and for the portable radios Motorola (\$15,576.00) – **Reimbursed and PAID.**
9. **Gering Public Works Mobile Radios** – Gering Public Works was not aware that PET was funding this project and it was paid through city funds. Jerry paid First Wireless and they were to reimburse the city, however it is reimbursed through a credit. Western Communications bid \$7,600.00 and accepted bid FirstWireless \$6,544.00 – **Reimbursed and PAID.**
10. Region 22 Emergency Operations Center Communications FirstWireless bid \$31,755.00 and accepted bid Action Communications \$30,995.00. **Reimbursed and PAID.**
11. Leasing Space for Equipment Storage – left over money needed to complete the 2011 Work Plan being held for a communications project - \$633.00. Funds to be expended on Nan Gould's Lodging: 2 nights \$77.00@ = \$154.00 & Mileage: 870 miles @ \$.555/mile = \$482.85 at THIRA and SPR. Total costs are \$686.35. Region 23 will pay the difference of \$53.35. **Reimbursed and PAID.**

## 2012

### **History**

2012 State Homeland Security Grant Program for the MOU Hazmat Team – We were awarded \$15,000.00 for the MOU Hazmat Team. Submission of a plan must occur before 1-31-13 and the funds expended by 1-31-14. No extension on this date will be given to expend the funds.

2012 State Homeland Security Grant Program – We were awarded \$75,440.00, of which \$38,287 must be spent on LE/IED to include Fusion Center. Expenditures of these funds should occur through the coordination with the Office of the Nebraska State Patrol, the Department of Agriculture and NEMA. This will leave us with \$37,153.00 for projects. Submission of a plan must occur before 1-31-13 and the funds expended by 1-31-14. No extension on this date will be given to expend the funds.

### **2012 Accepted Projects (Open for Discussion)**

- **LE/IED - \$38,287.00 for equipment only.**
  - Fusion Center is working on a FLO program, and they would like to have PET regions represented. Kate will report on this at a later time.
- **REMAINDER FOR ALL PROJECTS IS \$37,153.00.**
- **NRIN Project for Sustainability** – NPPD Rentals \$8,400.00 and electrical costs (NPPD is supposed to pick up costs after the project is completed) – **Unknown number of years, but NPPD will take over costs after a certain period of time**
- **Emergency ID Cards** - We propose to purchase cards, color ribbon kit, re-transfer film, holographic patch ribbons, on-site installation and training for \$2,942.50 and Basic Subscription, Pelican Case with laptop, smartcard, smartcard reader, workstation license, software license, barcode scanner and one on-site installation & training for Mobile Express and Card Printer (\$17,268.00) = \$20,210.50. Region 21 will let the region use their card reader by going to the cloud. Leal will print and send cards. Additional printers/readers may be purchased later.

**EOC – ICS Interface Course (12 hours).** NEMA’s Chuck Chase provided estimates: One class in either Bridgeport or Scottsbluff (\$3,554.00) and three classes – Tuesday in Chadron, Wednesday in Scottsbluff, and Thursday in Sidney (\$6,836.00) – this does not include logistics (room, coffee, etc) and they have their own equipment.

- **Region 21 Radio Cache** for 8 Motorola PR400 VHF Portable Radios and 3 Motorola PM400 VHF Mobile Radios (FirstWireless - \$5,283.00) and (Prairie States - \$5,194.80 – accepted bid – Ron Leal. Grant reduced to 4 portable radios for \$1,604.00 to be within the balance left. LEFT \$102.50.
  - **Leasing Space for Equipment Storage** - left over money needed to complete the 2011 Work Plan being held for a communications project - \$102.50.

## **2012 Proposed Projects Not Accepted**

- WNCC upgrade of radio system for interoperability – to be presented at a later PET meeting by Michelle Coolidge (okayed by LT Gov Sheehy and NEMA’s Nikki Weber if the PET votes on it as a priority. Two bids for the Scottsbluff and two bids for the Sidney site are as follows: Scottsbluff (Action Communications - \$9,451.50 and First Wireless - \$7,605.00) & Sidney (Prairie States Communications - \$6,200.00 for repeater, antenna and line + \$2,892.00 for Communications Center = \$9,092.50 and First Wireless for both project \$8,356.00, which may be \$914.00 less if no tone panel is needed)
- Dawes County Road Department Mobile Radios for 5 Motorola XTL 1500 VHF Mobile Radios (Western Communications - \$7,525.00 and Action Communications - \$9,255.00) provided by Nan Gould
- Garden County SO Radios for 7 Motorola PR400 VHF Portable Radios (Action Communications - \$2,695.00) & (Prairie States Communications - \$2,702.00 – bid accepted) – Ron Leal
- Morrill County Hospital Radios for 7 Motorola CP185 VHF Portable Radios (Action Communications - \$1,855.00) & (Prairie States - \$1,785.00 – bid accepted) – Ron Leal
- Hay Springs FD for 4 Motorola XTS1500 Portable Radios (Motorola via First Wireless - \$4,670.40) – need second bid – Everette Langford

## **Old Business**

- **Mid Term Conference Call - Strategic National Stockpile Full-scale Exercise (FSE)** – Call was held on 12/10/12.
- **PPHD (PRMRS) Tabletop Exercises (TTXs)** –A Conference Call is scheduled with PRMRS for the upcoming exercise at 10:00 AM 1/9/13. On March 19, 2013 a request to the state will occur; a package will be shipped to this area on March 20; March 21, 2013, a dispensary will be opened and exercised. This is a DeCon exercise - Scottsbluff Fire and Police have agreed to participate as well. If others would like to participate, please notify Jerry. Ron Leal has all 4 counties signed up to participate. Nan will get additional information. Approximately two months before the June 2013 Functional Exercises (FEs) there will be a TTX in each of the three emergency management region in the Panhandle Region dealing with a chemical decontamination scenario – each emergency management region is expected to have a FE – the FEs are expected to have the following objectives (triage, blowing up decon tents and decon, utilizing EMS and HazMat capabilities, and law

## **New Business**

- **Volunteer Reception Center Drill – 1-29-13 from 1800-2000 at the Allo Building** – Jerry is waiting for a call from Mark Masterson and will contact his ASAP. Jerry invites all to attend this event - Please Notify him if you would like to see this critical operation. Jerry will verify the date.
- **Advanced Planning Course**, 2-14/15-13 (16 hours) instructed by Todd Mann, possibly at Chadron State College (TBA) - Nan remarks will be held at Chadron State College. – Roger Conrad has sent a message on this to some EM’s. Nan will expand on this and asks for others to do this as well. There is a flyer on the NEMA website. The flyer has instructions on registration. Please invite city and county officials. ICS 300 is preferable but not required to attend this event. Nan will also send a clarifying email.

- **2013 Nebraska Association of Emergency Management Annual Meeting** – 4-10/12-13 – location for this has not yet been determined. Possibly in Grand Island at the Midtown Holiday Inn this year.
- **FLO PROGRAM** - .Fusion Liaison Officer Program will connect officers within PET regions with NIAC. Thirty officers total will be trained in a 5-day training. The FLO officers are specially trained to use NIAC systems and will report to the regions on a regular basis. Any of the SHSG or LE IED funds could support this position by offsetting department costs for monthly meeting attendance. These positions will support a stronger relationship with the Regional system.
- **Public Meeting Notice was sent to the Star Herald - the Agenda is available through Jerry's office.**

### **Next Meetings**

The next meeting will be 2-5-13 from 10:00 a.m. to 12:00 p.m. Jerry Bretthauer has coordinated reservation of the Scotts Bluff County Administration Building, 1825 10<sup>th</sup> Street, Gering, Nebraska, 2<sup>nd</sup> floor, Commissioner's Room #2 for our meetings and TeleHealth.

Subject to the Open Meetings Act a requirement of meeting Face to Face at least 50% of the time was discussed. Meetings will be held around the region to accommodate this. Jerry is going to contact the legal department to get a final disposition before planning meetings.

- **Adjournment - 10:44 Adjourned**

Respectfully Submitted: Kate Speck