

**PANHANDLE REGIONAL PET COMMITTEE
AGENDA
January 7, 2014
10:00 AM**

**Scotts Bluff County Administration Building, 2nd Floor,
Scotts Bluff County Health and Welfare Office, 1825 10th
Street, Gering & TeleHealth**

Call to Order – Jerry Bretthauer, Chairman

Publication of meeting – Required by Open Meeting Laws

Introduction of Visitors:

Bob Hessler – Safetyline Consultants and CERT.

Approval of Minutes from the November 5, 2013

Communications Interoperability and Grants Management

2012

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. **Grant Adjustment Notice to be approved by NEMA.**

- Scottsbluff Fire Department MOU Hazmat Team Proposed Purchases 7-19-13

Masimo Corporation

2 – Masimo Rad-57 Blood Saturation Monitors for CO Poisoning levels

09ME-03-BCNI

2 X \$5,000.00 = \$10,000.00

Non-invasive Co & O2 Blood Sat Monitoring

Mid-Continent Safety ISCTX-1 TANGO CO Monitors

4 – ISCTX-1 TANGO CO and H2S CO Monitors for Entry Crews

07CD-01-MONO

4 X \$227.15 = \$908.60

Wearable Type CO Monitors for Entry Crews

PAID and reimbursed.

1 – ISC1810-2187 CO H2S Pentane Calibration Gas

- Received the monitors and calibration gas and invoice. Calibration gas is \$214.62 + shipping of \$39.74 = \$254.36. Plan on including these costs in the next project for Mid-Continent Safety.

Mid-Continent Safety

1 – Sensors and Test Gases for Homeland Security Grant Purchased Monitors for MOU Team

21GN-00-MAIN

1 X \$1,000.00 = \$1,000.00

Replacement Sensors and Cal Gas for Homeland Security Purchased Monitors

Kearney Hazmat Tech

1 – Training Cost for Staff to Attend Annual Nebraska Hazmat Symposium

21GN-00-TRNG

1 X \$2,000.00 = \$2,000.00

Responder Training at Annual Hazmat Symposium

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.

The Nebraska GMS shows we have **\$300.27 Uncommitted; \$0 for review; need Purchase of Equipment (POEs) \$4,800.00; On Order is \$38,004.37; Invoiced is \$20,210.50; Completed \$12,124.86, and \$0 Changes. The original grant value was \$75,440.00.**

2012 Accepted Projects (Open for Discussion)

- **LE/IED - \$38,287.00 for equipment only.**

James Todd purchased for the Scottsbluff PD EOD 2 – Pan Disrupter (Push Out) Units at \$2,400.00@ = \$4,800.00 for Ideal Products, Inc. PAID and Reimbursed.

James Todd purchased for the Scottsbluff PD EOD 1 – Power Hawk from Northrop Grumman Remotec, Inc. (\$33,380.00). Input in the Nebraska GMS as Purchase of Equipment awaiting the invoice, check received and being held. Returned the check to be voided – will reissue when the equipment is received. The check has been voided. The Power Hawk, according to James Todd is expected to be built in mid-November. A new check was issued after the equipment was received. PAID and reimbursed.

\$107.00 is left in the project for tools.

The 107.00 LE/IED Tools not expended and the \$193.27 funds not uncommitted LE/IED funds show \$300.27 uncommitted in the 2012 SHSG.

- **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. Region 23 Emergency Management paid the lease costs and will be reimbursed.
Reimbursed and PAID.
- **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. Ron Leal filed a sole source letter. Jerry Crable filled out a Nebraska Resale or Exempt Sale Certificate and told Brendon Ourth that he could utilize Scotts Bluff County's audit as his Credit Application to do a Credit Background check. Jerry Bretthauer signed both quotes and the Terms and Conditions Agreement.
Reimbursed and PAID.
- **EOC – ICS Interface Course (12 hours).** NEMA's Chuck Chase provided **the final estimate of \$6,836.00 for three classes – one class in Sidney, one class in Scottsbluff, and one class in Chadron.** This does not include logistics (room, coffee, etc) and they have their own equipment. No sole source letter required because we utilized NEMA instructors. Paid in Nebraska GMS for staff (\$4,521.87 left as on order).
 - **Nan Gould will check with Blue Cell (970-566-3785) and International Disaster Group LLC (605-381-6313) to see if they can develop any courses with the remaining funds by the 1-31-14 due date. Possible courses recommended by Dave Reisen were ICS300, ICS400 or Advanced Planning Concepts. Neither Blue Cell or International Group LLC could complete any training by the 1-31-14 grant expiration date. Nan Gould recommended I call Tim Lordino to see if he could come up with some Bomb Response training in this time frame. Tim Lordino indicated he could not get a course put together in the time frame remaining.**
 - **Other training ideas were to contact Burlington-Northern, develop a School Safety Threat Analysis, and Bomb Response training**
- **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. Reimbursed and PAID.**
- **Leasing Space for Equipment Storage** - left over money needed to complete the 2011 Work Plan being held for a communications project - \$102.50. **Must be utilized for PET. Unexpended.**

2013 Proposed Projects Not Accepted

None.

2013 Accepted Projects (Open for Discussion)

The 2013 MOU Hazmat Grant is for \$20,000.00. It is expected that the funds must be expended by 1-31-15. Scottsbluff Fire Department MOU Hazmat will be purchasing the following items and/or paying for training:

- Two smart dummy rescue manikins for hazardous materials exercise training - \$5,000.00
- Hazardous Materials gas detection training kit - \$6,000.00
- Training cost for staff to attend qualified trainings like Nebraska Hazardous Materials Symposium, technician classes in state and/or out of state and refresher classes - \$9,000.00

2013 State Homeland Security Grant (Open for Discussion)

This Work Plan was due on 8-16-13. After some changes it was resubmitted on 9-4-13. Again changes were needed and we resubmitted on 10-4-13. It is expected that the funds must be expended by 1-31-15. The Panhandle Region is awarded \$145,334.00, of which the following, \$61,134.00 needs to go towards Law Enforcement Terrorism Prevention Activities from Investment Justification #5. This leaves \$84,200.00 left for other projects.

Following are the projects to consider for funding: \$145, 134.00, with 42% going to LE-IED (\$61,134) – remaining funds -, \$84,000.

LE-IED \$61,134

Law Enforcement/Improvised Explosive Devices – Fusion Center

- #1 \$60,856 - Northrup Grumman Rebotec Robot upgrade to F6A to the robot.
- #2 - \$278.00 - Fusion Center

NRIN SUSTAINABILITY - \$24,300

- NRIN Sustainability Projects:
 - #3 -17,700.00 - Nan Gould \$10,200 plus an additional \$7,500 for a repair bill for the Chadron NPPD tower. **The \$7,500.00 was paid for by the Nebraska Emergency Management Agency. The \$7,500 will remain in the Work Plan to assist with connectivity of Chadron to interoperability.** (\$10,200 + \$7,500 = \$17,700.00).
 - Documentation for leases - Nan discussed with Nikki Weber and she will add a descriptive in the narrative on the monthly average including the repair bill.
 - #4 - \$6,600.00 - Region 21 NRIN Sustainability- Ron Leal - \$6,600 (\$600 for rent and \$600 for utilities). Garden County will fund any additional costs if necessary. This would be an upgrade for 7 radios@ \$3,510.50

- Spoke to Garden County Clerk Theresa McKeenan and explained our desire to make one payment, or at least less than 12 payments – Garden County apparently pays monthly
- #5 -\$13,702.00 - Motorola Portable Radios for Region 21 CERT.
- #6 -\$8,551.00 – Mobile Tripod Lights and Generators for Mobile EOC – Region 21
 - Received, waiting for serial numbers, Proof of Encumbrance in Nebraska GMS, asked for payment
- #7 -\$25,801.50 – Emergency Identification Card System - One printer and one rapid tag and accessories and one exercise.
 - The Region 22 Advisory Board indicated they would like to see Region 22 Emergency Management to have their own printer. They suggested using the (\$7,500.00) funds from Project #3 – NEMA’s Nikki Weber indicated these funds must remain for Chadron interoperability. The Region 22 Advisory Board also recommended the (\$4,235.00) funds from Project #10, Leasing Space for Equipment Storage be used as partial payment for the printer. The printer costs \$10,037.50, a balance of \$5,802.50. NEMA Nikki Weber indicated the funds could be used for a printer if the PET agreed.
 - I spoke with Randy Meininger and Ken Meyer –Randy Meininger indicated he would speak with Rick Kuckkhan about possibly funding the remaining of the funds for the printer – Randy Meininger and Ken Meyer asked me to contact Chance Florke to see if he had any IT funds available – Chance Florke asked for all documentation reference the project and told me hw would bring our proposal to his Board. Both Randy Meininger and Ken Meyer asked if Region 23 would be willing to pay have on the printer.
 - Randy Meininger advised me the City of Scottsbluff could find some funding for an additional printer, but he wanted to know if others in the Region 22 Emergency Management Inter-local Agreement could also assist with the funding
 - Lane Danielzuk asked if I could get all those in the Region 22 Inter-local Agreement to pay a share according the current formula outline in the agreement
 - I noticed that neither of the two current quotes included shipping and handling. I contact Midwest Card and ID Solutions and asked them to provide me with three quotes and to include shipping and handling the quotes. Natalie Glenn provided me with the quotes I requested and added the \$100.00 shipping. I sent the quotes and Terms and Conditions to Nan Gould to sign and told I would sign the second printer quote if the Region 22 Inter-local Agreement entities agreed with my proposal to purchase our own printer.
 - NEMA’s Nikki Weber agreed to allow me to move the Project #10 funds (\$4,235.00) into the Project #7. Project #7 would be worth \$30,036.00. The cost for all equipment would be \$36,009.00. My proposal letter asks each Region 22 Emergency Management entity to pay the remainder (\$5,973.00) according to the formula in the Agreement. They have until January 17, 2014 at 12:00 p.m. to respond.
- #8 - \$3,510.50 Motorola Portable Radios for Garden County Sheriff’s Office
- #9 - \$3,900.00 CERT project to fund team activities would fund 3 classes – 2 basic to initiate CERT in Region 21 and Search & Rescue (\$3,900.00). CERT Equipment & Training for Region 21 - \$13,701.63 (7 Portable Radios, 50 CERT Packs, gloves compasses, shirts 8 radios, and cribbing.
- #10 -**\$4,235.00, changed from \$1,697.47** – Funds will be used for travel, to TEPW, other PET projects – held under Leasing Space for Equipment Storage.

- Looking into the possibility of using these funds to partially fund another Emergency ID Card Printer – right now Region 22 and 23 plan on sharing a card printer

Project Removed from the 2013 Work Plan:

- #6 -\$11,289 10 portable radios for the Scotts Bluff County Detention Center – denied by NEMA’s Nikki Weber – indicated they need to put the radios in their own budget (we need another project)

Old Business (Open for Discussion)

- Open Meeting Law Opinion on face-to-face meetings – Work on schedule with dates and locations to meet the Open Meeting Laws requirements -- **On 11-6-13 Jerry Bretthauer called Senator Jim Scheer’s secretary Katie Linehan and left a message reference status of the request to amend the Open Meeting Laws. Jerry Bretthauer noted that Senator Scheer’s webpage made no mention of an amendment proposal to the Open Meeting Law. Jerry Bretthauer sent the request for information via email to Senator Jim Scheer with a copy to Senator John Harms. Senator Scheer’s secretary, Patty Wade called again and noted that Senator Scheer and Senator Scheer will be meeting 11-14-13 to discuss our proposals to amend the Open Meeting Law**
 - Lane Danielzuk and Ken Meyer noted at the August 20, 2013 Region 22 Advisory Board that Roberts Rules of Order indicate that in the by-laws of a public entity, we can stipulate that “a quorum is the number of committee members present at a meeting”
 - Open Meeting Laws – John Harms letter dated 11-15-13
- Debris Management Plan – will not re-open the Debris Management Survey site and for surveys to collect pertinent information – Jerry Bretthauer sent a letter to each clerk in the Region 22 Emergency Management Inter-local Agreement - the email include a letter explaining the procedure to be used to get each city and village to adopt the plan via resolution, a sample resolution, and the most current rewrite of the Region 22 Emergency Management Debris Management Program Plan – each entity was asked to adopt the resolution and send me a copy of the signed resolution, which would be attached to the Plan and presented to the Scotts Bluff County Commissioners for adoption via resolution. Banner County was also asked to adopt the Plan via resolution. The Plan, accompanied by the signed resolutions from each entity would be submitted to NEMA from final approval and publishing
 - Received the City of Mitchell’s resolution dated 11-5-13
 - Received the City of Terrytown resolution dated 11-7-13
 - Received the City of Scottsbluff resolution dated 11-18-13
 - Received the Village of McGrew resolution dated 11-14-13
 - Received the Village of Lyman resolution dated 11-20-13
 - Received the Banner County resolution dated 12-3-13
- 2013 Threat and Hazard Identification and Risk Analysis (THIRA) – Kate Speck and Jerry Bretthauer. Be prepared to work on:
 - Estimated Resources for the Infrastructure Systems
 - Target Capability and Estimated Resources for Mass Care Services, Mass Search and Rescue Operations, On-Scene Security and Protection

Defense Support of Civil Authorities (DSCA) Exercise – Jerry Bretthauer

- Contact of 72nd CST by Dana Miller and 84th CST by Dr. John Spethman
- Determine when the CSTs would be able to do an exercise in Western Nebraska
- Solicit Bill Wineman, Melody Leisy and Jerry Bretthauer to complete the HSEEP/CAP requirements (all agree to assist)
- Determine interest in the Exercise by making presentations at the Panhandle Region PET Committee (Jerry Bretthauer), the Panhandle Region Medical Response System Leadership Committee (Jerry Bretthauer and Bill Wineman), Local Emergency Planning Committee (Jerry Bretthauer) and All-Emergencies Committee (presentation by Dr. John Spethman)
- Determine players in the Exercise – to include liaison with the CSTs and DSCA representatives, and Dr. John Spethman – Region 21 and Region 23 Emergency Managers indicated they have an interest in being a part of the exercise
- Develop an Exercise Design Team – determine dates, times and locations of the Kick-off Meeting, Initial Planning Conference, Mid-term Planning Conference, Final Planning Conference, an Exercise date and alternate exercise date
- Determine the type of exercise, scope of the exercise, and objectives of the exercise
- Assign Exercise Design Team members tasks needed to complete the Operations Plan

New Business (Open for Discussion)

- **Discuss the use of representatives of voting members being allowed to vote and counting the representatives to reach a quorum**
- **Dispositions of Homeland Security grant equipment**

Next Meetings (Open for Discussion)

The next meeting will be determined.

Adjournment