

**PANHANDLE REGIONAL PET COMMITTEE
AGENDA
March 4, 2014
10:00 AM**

**Scotts Bluff County Administration Building, 2nd Floor,
Scotts Bluff County Commissioners Room, 1825 10th
Street, Gering & TeleHealth**

Call to Order – Jerry Bretthauer, Chairman

Publication of meeting – Required by Open Meeting Laws

Introduction of Visitors:

Approval of Minutes from the January 7, 2014

Communications Interoperability and Grants Management

2011

LE/IED Project is still being worked on. James Todd submitted a new Work Plan. The UTV and DVR in the plan were denied. The Tablets were approved. NEMA's Nikki Weber wants another Work Plan. There is \$39,975.00 remaining in the Work Plan.

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

The Nebraska GMS shows we have **\$0 Uncommitted; \$0 for review; need Purchase of Equipment (POEs) \$0; On Order is \$2,299.06; Invoiced is \$11,792.34; Completed \$908.60, and \$0 Changes. The original grant value was \$15,000.00.**

Masimo Corporation

2 – Masimo Rad-57 Blood Saturation Monitors for CO Poisoning levels
09ME-03-BCNI

2 X **\$4,596.17 = \$9,192.34, changed from the original \$5,000.00 per unit**

Non-invasive Co & O2 Blood Sat Monitoring

Paid and Reimbursed.

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 \$2,600.00 changed from \$1,000.00 for 10 sensors of varying descriptions

Replacement Sensors and Cal Gas for Homeland Security Purchased Monitors

Paid and Reimbursed.

Kearney Hazmat Tech Training

Responder Training at Annual Hazmat Symposium

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

21GN-00-TRNG

1 X \$2,320.99, changed from \$2,000.00

80 hour class held in Kearney and Omaha – sent Cody Scott 9-15-13 to 9-27-13, no meals, Chad Hobbs backfill for 19 hrs X \$25.13 and Justin Houstoun for 12 hours X \$23.96 = \$1,052.51 + Cody Scott overtime of 64 hours X \$19.82 and Abel Parrish backfill of 12 hours X \$23.96 = \$1,268.48 for a total of \$2,320.99.

Total for the \$15,000.00 grant is \$15,021.93. The \$21.93 difference will be paid by the Scottsbluff Fire Department. Waiting for PET Request to be approved and Reimbursement for Training/Exercise Expense form to be approved before inputting into the Nebraska GMS or asking for a Scotts Bluff County check to be issued to the Scottsbluff Fire Department

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) \$4,624.73; On Order is \$0; Invoiced is \$0; Completed \$70,515.36, 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 and \$193.27 in uncommitted funds in this project). -- 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
- Dave Reisen suggests we use the funds with Midwest Card and ID Solutions for more training after we suggested the Rapid Needs Assessment and Evacuation & Re-entry Planning courses – he believes they cannot deliver the courses in the time frame we would (Nikki Weber would authorize a 3-month extension if we can find a course to present)
- A suggestion from Kate Speck was to send police officers to the 3-31-14 to 4-2-14 Association of Threat Assessment Professionals (ATAP) conference in Omaha – I emailed the PET Committee with the flyer for the conference. Tim Lordino showed some interest in sending an officer. If no one decides to send an officer the Emergency Managers recommend with send the funds back to NEMA.
- Nan Gould advised me that Police Chief Tim Lordino wants to send from Chadron Police Department Officer to the ATAP conference for (\$2,239.86) and provided me with a PET Request, and I received an approved PET Request from NEMA's Nikki Weber – I noted they counted the Lodging (\$447.00) twice, which make the request (\$1,792.86)

- **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. **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 - \$5,219.00, changed from \$5,000.00**
Reimbursed and Paid.

- **Hazardous Materials gas detection training kit - \$5,965.84, changed from \$6,000.00**

Reimbursed and Paid.

- **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 - \$8,815.16, changed from \$9,000.00**

The Nebraska GMS shows we have \$0 Uncommitted; \$0 for review; need Purchase of Equipment (POEs) \$8,815.16; On Order is \$0; Invoiced is \$11,184.84; Completed \$0, and \$0 Changes. The original grant value was \$20,000.00.

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.

The Nebraska GMS shows we have \$7,413.71Uncommitted; \$0 for review; need Purchase of Equipment (POEs) \$85,029.00; On Order is \$2,968.08; Invoiced is \$34,254.05; Completed \$15,669.16, and \$0 Changes. The original grant value was \$145,334.00.

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

MOU signed and sent to Al Berndt for co-signature

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.
 - **Nan Gould advised me she will have a one year billing available soon**
 - #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.

- Spoke to Garden County Clerk Theresa McKeeman and explained our desire to make one payment, or at least less than 12 payments – Garden County apparently pays monthly
- Garden County Clerk Teresa McKeeman provided me with two six month claims forms for January to June 2014 for the GTP Tower (\$402.00) and Wheat Belt PPD Tower (\$3,120.00), which equals a total of \$3,522.00. She also provided a sample invoice for January for each tower. NEMA advised they cannot accept the claims forms and need a six month invoice and checks indicating Garden County has paid the six month amount. Ron Leal advised Teresa McKeeman will provide the necessary documents soon. I am holding a check for \$3,522.00 and reimbursement was denied.

If the billing remains the same for July 2014 to December 2014, the total cost will be \$7,044.00, or \$444.00 more than the \$6,600.00 allotted. Garden County will pay the difference. I have asked for a check and reimbursement for this six month invoicing. \$3,078.00 remains in this project.

- #5 -\$13,702.00 - Region 21 CERT Equipment - \$13,701.63 (7 Motorola Portable Radios – changed to 8 portable radios), 50 CERT Kits, gloves compasses, shirts 8 radios, and cribbing.
 - Portable radios invoiced at \$4,012.00. Reimbursed and PAID \$3,608.00. The difference was paid by Region 21 (\$404.00)
 - 50 CERT Kits (\$4,920.70) – Reimbursed and PAID
 - 50 CERT T-shirts (\$672.35) – Reimbursed and PAID
 - 50 Compasses (\$997.50)
 - 50 Pair of Gloves (\$1,532.50) – Reimbursed and PAID
 - Cribbing (\$1,527.58) – Input as invoiced into Nebraska GMS – waiting for proof of payment on Region 21’s credit card and check asked for
- #6 -\$8,551.00 – Mobile Tripod Lights and Generators for Mobile EOC – Region 21 -- Reimbursed and waiting for check
- #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.**
- **Determined shipping (\$100.00) was not included in the original quote (\$25,801.50) and the \$.50 was not accounted for in the Nebraska GMS. Moved \$100.50 from the Leasing Space for Equipment Storage. Total cost is \$25,901.50. Asked for reimbursement from NEMA and check from Scotts Bluff County**
- ***Moved Leasing Space for Equipment Storage (\$4,334.50) to Emergency ID Card System. Total allotted for this project is \$30,236.00. Cost from a Region 22 Emergency ID Card printer is \$10,112.50. \$4,334.50 from this grant will be allocated for the printer, leaving Region 22 Inter-local Agreement or some other benefactor(s) to pay for the remaining \$5,778.00. All entities, except Melbeta have agreed to pay a share of the cost and I will be billing them soon – when the \$5,778.00 is compiled in a special account at Scotts Bluff County, Jerry Bretthauer will order the printer for Region 22**
- **Sent invoices 2-13-14 to Region 22 Inter-local Agreement entities and Melbeta**
 - #8 - \$3,510.50 Motorola Portable Radios for Garden County Sheriff's Office
 - **Reimbursed and PAID.**
 - #9 - \$3,900.00 CERT project to fund team activities would fund 3 classes – 2 basic classes to initiate CERT in Region 21 and Search & Rescue (\$3,900.00)
 - #10 – **Leasing Space for Equipment Storage - \$0 balance as of 1-21-14**
 - **-\$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**
- **\$100.50 was moved from this project and put into the Emergency ID Card System project to pay for the \$100.00 shipping and unaccounted for \$.50 in the original quote. Total remaining in this project is \$4,334.50. I plan on moving this into the Emergency ID Card System to partially pay for the Region 22 Printer. Permission to move these funds comes from NEMA's Nikki Weber, Jerry Bretthauer, Nan Gould, and Ron Leal. The \$100.50 was moved into the Emergency ID Card System project.**

Association of Threat Assessment Professionals 2014 Spring Regional Conference – 3-31-14 to 4-2-14 in Omaha – using funds from EOC-ICS Interface Course

- Received an approved/signed copy of the PET Request from NEMA's Nikki Weber (training - \$1,792.86 = lodging costs - \$447.00, registration - \$325.00, meals - \$274.50, 887 miles = \$501.16 – personnel 8 hours X \$30.65 = \$245.20)

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)

- 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
 - Received the Village of Morrill resolution dated 12-10-13
 - Received the Village of Henry resolution dated 1-7-14
 - Received the City of Minatare resolution dated 12-17-13
 - Received the City of Gering resolution dated 1-13-14
 - Received the Village of Melbeta resolution date 12-11-13
- Submitted all Region 22 Inter-local Agreement entities signed resolutions and a resolution by Scotts Bluff County to Scotts Bluff County Clerk so that Jerry Bretthauer can make a presentation to the Scotts Bluff County Commissioners on 3-3-14 at 1630. When this resolution is signed I will send the complete package to NEMA's Brent Curtis for approval.
- 2013 Threat and Hazard Identification and Risk Analysis (THIRA) – Kate Speck and Jerry Bretthauer. Be prepared to finish up with Operational Communications, and begin working on:
 - Estimated Resources for the Infrastructure Systems
 - Public Services & Resources, Public Health and Medical Services, Health & Social Services, and Housing.

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

Old Business (Open for Discussion)

- **Open Meeting Laws question to Kent Hadenfeldt**
- **THIRA – Be prepared to discuss Public Services & Resources, Public Health & Medical Services, Health & Social Services, and Housing.**

New Business (Open for Discussion)

- **Requirement for Packing Slips for all equipment received after 1-1-14 needs to be included with invoices – pdf preferred.**

Next Meetings (Open for Discussion)

The next meeting will be determined.

Adjournment