

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

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

**Call to Order** – The meeting was called to order at 10:0 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 Kevin Spencer, Scottsbluff Police Chief, Dana Miller Scottsbluff Fire Chief. Kyle Sheppard, John Jones Guests: Pat Hammack, Region 1 Behavioral Health, Jackie Larrington, Kate Speck, University of Nebraska PPC.

**Bob Hessler** – of Safetyline Consultants and CERT was unable to attend today.

**Alliance site:** Troy Shoemaker Alliance Fire Chief;

**Chadron site:** Nan Gould Region 23 Emergency Management

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

**Approval of Minutes** - November 5, 2013 – Moved by Kevin Spencer to approve the minutes of November 5, 2013; Second by Nan Gould; Motion Passed

**Communications Interoperability and Grants Management**

**2011**

**2011** - James Todd, Commander of the Emergency Disposal Team - is working on a proposal for materials and equipment to be complete by January 31, 2014.

**2012**

2012 State Homeland Security Grant Program for the MOU Hazmat Team – Grant Adjustment Notice has been approved by NEMA. The Scottsbluff Fire Department Hazmat Team is making purchases in the amount of \$719.13. They had previously received \$908.60 for

- CO & H2S Co monitors. They are also moving some purchases to another section of funds. 1 – ISC1810-2187 CO H2S Pentane Calibration Gas was received the monitors and calibration gas and invoice. Calibration gas is \$214.62 + shipping of \$39.75 = \$254.36.
- 2 – Masimo Rad-57 Blood Saturation Monitors for CO Poisoning levels; Non-invasive Co & O2 Blood Sat Monitoring - 09ME-03-BCNI -2 X \$5,000.00 = \$10,000.00
- 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 from Mid-Continent Safety
- Will be sending participants to the Kearney Hazmat Tech training. 1 – Training 1 X \$2,000.00 = \$2,000.00
- Cost for Staff to Attend Annual Nebraska Hazmat Symposium -
- Responder Training at Annual Hazmat Symposium
- Dana Miller is in contact with NEMA to get approval for equipment. They have sent participants to the training and are now awaiting the overtime back fill to come in.

**2012 Homeland Security Grant Program** –

There are still LE IED funds that need to be expended. 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. PAID and Reimbursed.
  - Power Hawk from Northrop Grumman Remotec, Inc. (\$33,380.00). PAID and Reimbursed.
  - \$107 remains for tools to be purchased following quotes.
- Uncommitted funds are \$193.27 for LE/IED funds. The total in the Nebraska GMS is \$300.27 Jerry asks for recommendations for spending the funds.

- **NRIN Project for Sustainability** – Region 23 Emergency Management originally paid the lease costs and this has been reimbursed and paid.
- **Emergency ID Cards** - Reimbursed and PAID. One ID Card Workshop has been complete and there will be another one on January 14, 2014 training to have folks learn to use the cloud. Based on advice of the Region 22 Advisory Board, another printer and accessories needs to be purchased for Region 23. Regions 21 and 23 already have the equipment with Homeland Security funds. January 14, 2014 - Jerry

has asked the 10 entities of the interlocal agreement partners to contribute funds for this purchase, and he has received positive responses from 5 of the 10 entities. All entities must agree before the purchase can proceed. Jerry has conferenced with Dana regarding the emergency fund which may be a possibility.

- Evy Flessner of Region 21 is coming down and will hold the training in the Region 23 EOC from 9 – 12 January 14, 2-14 to train people to complete all information necessary to get the information to the cloud.
- **EOC – ICS Interface Course (12 hours).** Three (3) classes have been held and they all have been reimbursed and PAID. The estimate of \$6,836.00 was not all expended (\$4,521.87) is left to be spent for training, planning or exercise. This must be spent on training by Jan 31, 2014.
  - Nan Gould contacted both Blue Cell (970-566-3785) and International Disaster Group LLC (605-381-6313) to see if they could develop any courses Within the remaining time 1-31-14) Jerry talked to see if a bomb response training was a possibility however Tim Lordino indicated he could not get a course put together in the time frame remaining. Other possible courses ICS300, ICS400 or Advanced Planning were explored.
  - Other training ideas were to contact Burlington-Northern for a Hazmat course or to develop a School Safety Threat Analysis and Bomb Response training. Kate stated that she could get the proposed update and a model proposal to Kevin for his review to spend the \$4500.00.

**MOTION** –Kevin Spencer moves to have school safety assessment completed to use the unexpended \$4500 before January 31, 2014. Seconded by Ray Richards. Kate will get a Work Plan together for the board to consider and then will send an invoice.  
**Motion Passed.**

- **Region 21 Radio Cache** – Radios have been received. Reimbursed and Paid.
- **Leasing Space for Equipment Storage** - left over money \$102.50. Originally set aside for travel and training expenses.

### **2013 Proposed Projects Not Accepted**

Dana is working on the following:

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 (heavy canvas type material – full size adult size – one will be able to simulate limb injury. They include a recorder that allows for realistic simulation to play the recording.
- 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. 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

- #1 \$60,856 - Northrup Grumman Rebotec Robot upgrade to F6A to the robot.
- #2 - \$278.00 - Fusion Center - Jerry has not received an MOU letter for this.

#### NRIN SUSTAINABILITY - \$24,300

- NRIN Sustainability Projects:
  - #3 – NEMA paid for the \$7,500 repair bill for the Chadron NPPD tower. Due to this, there is \$7,500.00 remaining. The \$7,500 will remain in the Work Plan to assist with connectivity of Chadron to interoperability. This was related to the CSI problem of installation.
  - #4 - Region 21 NRIN Sustainability \$6,600.00 - Jerry talked to the 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. The plan is to bill quarterly.
  - #5 -\$13,702.00 - Motorola Portable Radios for Region 21 CERT. Material have been delivered and reimbursement has been requested. Ron reports the radios are in good working order. Jerry has asked for reimbursement and he is ready to record them in the Nebraska GMA.
  - #6 -**\$8,551.00** – Mobile Tripod Lights and Generators for Mobile EOC – Region 21 is in the Proof of Encumbrance section in Nebraska GMS, Jerry will be entering in the information. This is a regional resource. Jerry has received serial numbers from Ron for the trailer – (The purchase was \$3500 and is insured for \$175K).
  - #7 -\$25,801.50 – Emergency Identification Card System - One printer and one rapid tag and accessories and one exercise.
    - Nan has received equipment and she has contacted MidWest Card for training dates. First opportunity for the training is in March, 2014. The dates are not scheduled and when they are identified Jerry will send out messages for the training dates, to be held in Bridgeport. Nan will need

to be trained before the April event. Nan will get the dates and Jerry offered to send out the notices. Bridgeport is a possible site.

- Jerry spoke with Randy Menninger and Ken Meyer about possibly funding the remaining costs for the printer – Randy Meininger and Ken Meyer asked Jerry to contact Chance Florke to see if he had any IT funds available – Chance Florke asked for all documentation reference the project and told him how 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.

This needs follow-up.

- 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.
- #10 - Jerry spoke with NEMA's Nikki Weber agreed to allow me to move these funds (\$4,235.00) to 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 – update have been received and reimbursed
- #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. Update: Radios have been received and reimbursement has been made.
- #10 -\$4,235.00, changed from \$1,697.47 – this money came from other projects and will be moved up to another project and Jerry will confirm. Funds will be used for travel, to TEPW, other PET projects – held under Leasing Space for Equipment Storage. These funds have been moved from other projects. This will be moved following confirmation if this can be used for the school threat assessment. This is a different grant year.
- 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

### **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 John Harms to leave a message reference status of the request to amend the Open Meeting Laws. The law will not be amended. The letter is available for anyone.
  
- **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 for 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**

Jerry is waiting for four additional resolution letters to combine them so Scotts Bluffs County can approve the plan. Jerry has been to Gering to explain the Debris Management Plan.

Nan is currently working on the getting resolutions signed for her counties.

Ron has resolution from Garden and Duell counties adopting the plan.

- **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 ProtectionKate distributed copies of the materials that have been completed to continue following the PET Board Meeting.

**Defense Support of Civil Authorities (DSCA) Nuke Rad Exercise** – Jerry Bretthauer – this is in full swing and the kickoff meeting was held the conference will be January 15,

2014 at 1:00 – 4:00 PM to begin planning. The All Hazards meeting is held just before this meeting. Jerry will send out an invitation email.

**New Business (Open for Discussion)**

Jerry discussed information from Scottsbluff County Commissioner Ken Meyer and Gering City Administrator Lane Danielzuk regarding the Open Meeting Laws. Jerry was told the Open Meeting Laws allow one to state that a Quorum is “whoever shows up”. Jerry asked the Board to entertain changing the By Laws and having designated proxies as necessary. Jerry will run it by legal – Kent Hadenfelt and see what he recommends.

- **Dispositions of Homeland Security grant equipment** - Jerry sent a letter in November 18, 2013 designating that anytime a \$5000.00 or above priced item is purchased with HS funds – if it is taken out of service or transferred, sold etc. the money has to go back to NEMA. Jerry sent a copy of the hand receipt form that details the property and history of the property.

**Next Meeting - March 4, 2014 via Tele Health 10 – 12 in the Health Department.**

**Adjournment at 11: 10 AM:** Motion to adjourn the meeting

Respectfully Submitted  
Kate Speck, UN PPC

on behalf of PET Secretary Ray Richards