

PANHANDLE REGIONAL PET COMMITTEE MINUTES

July 7th, 2015

10:00 AM MDT

Scotts Bluff County Administration Building

1801 Avenue B, Scottsbluff, NE

Call to Order – The meeting was called to order by Tim Newman, Region 22 Emergency Manager– Chairman at 10:00 AM.

Present: Ron Leal, Region 21 Emergency Manager, Nan Gould, Region 23 Emergency Manager; Kevin Spencer, Scottsbluff Police Chief; Ray Richards, Scottsbluff Communications Director; Milo Cardenas, Morrill County Sheriff; Anthony Murphy, Scottsbluff Fire Marshall, Kat Tylee, WNCC; Kate Speck, University of Nebraska PPC

Publication of meeting – As required by Open Meeting Laws, the document was present in the meeting room for reference.

Introduction of Visitors: No visitors were present.

Approval of Minutes – Ron Leal moved for approval of the May 5th, 2015 Minutes, and Ray Richards noted a spelling correction of Morrill County on page 2. Ron Leal seconded and the Minutes were approved.

Grant Management report – Tim Newman discussed the current grant status - report was sent out to members for review.

Old Business

- **2015 PET Grant** – Tim Newman reported the new grant for Panhandle PET is \$159, 571, for which about 1/3 (\$57,103) is going to the Fusion Center. All projects were approved with the exception of the Teleconferencing project.
 - Discussion for the CERT mini grant process The Citizen Corps project and COAD will not be approved at this time. A simple mini grant process will be determined and all regions will be notified soon. This is a separate funding line item of \$3000 and \$4000 respectively.
 - Funding for Code Red is \$900.00 short for the entire project. Nan asks the reason for this lower amount of funds. Tim reports that he followed up on this and the funds were distributed. The 3 Regions will split the difference for this project and there may be some additional funds at the end of the grant period.
 - Funding for the Fusion Center – These funds will be MOU’ed back to NEMA for the Fusion Center as they cannot come out of the NEMA operational budget. The Fusion Center needs to provide more information and resources such as education to the PET regions.

- Funding for Citizen Corps – Kate will find out this information and get back to Tim and Ron.
- Work Plan: Deadline for completion of the Work Plan is August 5th, 2015.
 - Any project that has been approved needs to be sent to Tim for the work plan completion by Aug 4, 2015. The plan will be sent out to all members.
 - NRIN Completion – Ray asks about the funds for NRIN sustainment. The NRIN maintenance for the Region is \$6000.00 which includes funds for travel, repairs and equipment; Ray reports that some of the equipment is out of warranty, and when he reports the problem he is directed to call another company for repairs resulting in another bill. This funding can be increased in the following years through the Investment Justification process or a project change.
 - Gurley has needed repairs on their equipment on the grain elevator. The repairs are the responsibility of the Region.
- Nan asks regarding the Work Plan and what is needed from the group to complete the plan. The information can just be transferred to the new form.

New Business

- Replacement for Sheriff Jensen – Sheriff Milo Cardenas is voted in to represent Morrill County. Ray Richards makes the motion that Milo Cardenas be the representative for Morrill County. Nan Gould seconds and Motion passes.
- Ron Leal discusses the need for members of this group to attend meetings on a regular basis. Each Region will send a letter of encouragement to those who have not attended which hampers the ability for the PET to function to the benefit of all regional projects.
 - Every one needs to read the bylaws to be prepared for discussion and vote for making an Addendum to the Bylaws for attendance requirements.
- Other new business - Open for Discussion

Next Meetings

- Suggested date, September 8th via TeleHealth at 1825 10th St.

Adjournment – Nan Gould motions for Adjournment and Milo Cardenas seconds. The meeting is adjourned at 10:48 AM.