

# Tri-County PET Region Working Group

## Meeting Minutes

November 14, 2014, 0900 CST

1819 Farnam Street, 3rd Floor, Jesse Lowe Conference Room, Omaha, NE

### Meeting comes to order

#### 1. Introduction of voting members present

Phil Ruhe, co-chair, called the meeting to order at 9:04 AM.

First Name	Last Name	Agency	Attendance
Marty	Bilek	Chair, Omaha Mayor's Office	
Phil	Ruhe	Co-chair, Omaha Mayor's Office	X
Gail	Braun	Omaha Mayor's Office	X
Phil	Brazelton	Communications	X
Travis	Harlow	Rural Fire	
Shane	Hunter	Urban Fire	X
Rich	Lally	Rural Law Enforcement	X
Lt. Jay	Leavitt	Urban Law Enforcement	
Lynn	Marshall	Sarpy County	X
Paul	Johnson	Douglas County	X
Bill	Pook	Emergency Management Washington County	X
Dennis	Snook	Critical Infrastructure/Key Resources	X

*Other in attendance: Aaron Alward (Douglas County Emergency Management Agency), Melanie Bates (Omaha Mayor's Office), , Denise Bulling (University of Nebraska Public Policy Center), Kevin Griger (Sarpy County Sheriff's Office), Shannon McVaney (Sarpy County Emergency Management Agency), John Olson (Omaha Fire Department), Dave Points (Washington County Sheriff's Office), Dustin Rief (Omaha Public Works), Patrick Rooney (Nebraska Emergency Management Agency), Whitney Shipley (Douglas County Emergency Management Agency), Hayley Sutter (University of Nebraska Public Policy Center), Lee Tomlinson (Omaha Police Department), Karisa Vlasik (Omaha Public Power District), and Marc Willis (Metropolitan Utilities District)*

#### 2. Open Meeting Law Information – verification of public notice, availability of copy of law in the meeting location – NEB. REV. STAT. §§ 84-1407 THROUGH 84-1414 (1999, Cum. Supp. 2006, Supp. 2007)

A copy of the Open Meeting Law Information was available in the meeting room.

#### 3. Review & approval of meeting notes from the previous meeting

Lynn Marshal made a motion to approve the meeting minutes from the September 12, 2014 meeting pending the correction of Travis Harlow's affiliation to Waterloo Fire. Rich Lally seconded this motion; the motion passed by consensus.

### Discussion Items

No discussion items.

### Updates and Reports

#### 1. Tri-County SHSG Management & Administration Update – Phil Ruhe and Gail Braun

##### a. Omaha City Council approved the acceptance of the FY2014 SHSG on 11/04/14

The budget for the 2014 grant has been approved; those with funding allocations should send project timelines to Phil Ruhe. Some PET requests have already been received and approved.

##### b. Tri-County Working Group MOU and Bylaw Update

A conference call with Tri-County emergency managers was held on October 28 to begin finalizing the Bylaws language. The MOU and Bylaws update should be completed by the end of the year, pending

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legal approval. The update addresses relatively minor language changes, including removing references to the Tri-County being a UASI.

## 2. Financial update & report – Scott Crites, City of Omaha Finance Department reported by Phil Ruhe

### a. FY2013 SHSG budget

The FY2013 SHSG ends January 31, 2015; \$254,297.69 of the \$420,804.15 has been spent with \$159,066.46 remaining in the FY13 budget. Some projects have been granted extensions, including a full scale event scheduled for May 2015 will be taken out of the FY2013 grants. Anyone requiring an extension should contact Phil as soon as possible.

### b. FY2014 SHSG budget

The FY2014 budget has been sent out. The FY2014 SHSG award is \$457,689.00; the grant period ends January 31, 2016.

## 3. Standing committee reports

### a. Emergency Management/Planning, Exercise & Training (PET): Bill Pook, Region 5-6 Emergency Management Agency

Bill Pook elected to withhold his update until the THIRA action item discussion.

#### i. PET Sub-Committee, Whitney Shipley, Douglas County Emergency Management Agency

An ICS 400 class will be held on December 3-4; those interested in the training should contact Whitney to register. An Operations Sections Chief training will be held in January, 2015 and a logistics class will be held in March, 2015; contact Whitney or Lynn for more information or to register. In 2015, the emergency manager and PET subcommittee chair position will rotate.

### b. Communications: Mark Conrey, Douglas County 911 Communications reported by Phil Brazelton

The Communications Upgrade bond issue did not pass. Mark is going to attempt a lease-purchase for the upgrade of the consoles for his division. Washington County Board is considering an upgrade to their radio system infrastructure.

### c. Critical Infrastructure/Key Resources (CIKR): Dennis Snook, OPPD

The Nebraska Preparedness Partnership (NPP) was incorporated as an organization in June of 2014 and are working to file for 501(c)(3) status; in the meantime, the Great Plains Contingency Planners Group will serve as the fiscal agent to accept funds on behalf of the NPP. The NPP and Mayor Jean Stothert are hosting an Executive Level Business Symposium on November 19, 2014 from 2:00-4:00 pm at the UNO Thompson Alumni Center. The symposium seeks to bridge business involvement into emergency planning across the Tri-County region. Currently 44 individuals representing 35 of the top 50 companies in Omaha have RSVP'd to attend. NPP will be a membership driven organization; there will be no membership fees for governmental agencies or organizations, membership fees for private organizations will be based on number of employees in Nebraska. Three groups from outside of Nebraska are coming to discuss how they have implemented their preparedness partnership organization; Nebraska is one of only nine states in the nation without a similar program. A call to action will be issued to the businesses asking them to participate. The NPP intends to hire a full-time executive director to build relationships with businesses, compile resource directories, and facilitate coordination.

### d. Urban Law Enforcement: Lt. Jay Leavitt, OPD reported by Phil Ruhe

\$43,000 was allocated from the FY2014 SHSG for the bomb robot upgrade; an additional \$25,000 needs to be raised to complete the upgrade. OPD command has reached out to some law enforcement

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agencies that would have a stake in the benefits from having the robot and have secured \$5,000 from Bellevue Police Department. OPD hopes to complete the upgrade in 2015.

**e. Rural Law Enforcement:** Rich Lally, Douglas County Sheriff's Office

The Douglas County Sheriff's Office contracted with Blue Cell to design an exercise for a bomb threat in the Civic Building and Courthouse in 2013, using FY2010 UASI funds. A tabletop exercise was conducted on November 12. The four divisions at the Douglas County Sheriff's Office met with members from the Omaha Police Department (OPD) bomb squad; an after action plan will be written. The tabletop exercise went very well. Funding from the FY2014 SHSG will be used for a sniper class in April 2015, an active shooter exercise in the Courthouse during the first part of the year, and the purchase of seven ballistic shields, five of which will be for Douglas County school resource officers and two for the OPD K9 officers.

**f. Urban Fire:** Shane Hunter, Omaha Fire Department

Urban Fire is moving ahead and working with purchasing to secure the ballistic protection for the rescue task force; training will begin in January, 2015. Shane attended the All-Hazards Commander Incident Course funded through FY2013 SHSG PET dollars; Shane believes the ICS position specific training has to happen if the Tri-County wants to improve incident command. Special Operations training is moving ahead as planned; a confined spaces training refresher is planned for the beginning of 2015, a masters of gas detection course is also planned, and the continued sustainment of Cal gas and HazMat sensing meters.

**g. Rural Fire:** Travis Harlow, Waterloo Fire

No update; no representative

**4. Reports from other associated Homeland Security Federal Grant Programs**

**a. Omaha Metropolitan Medical Response System (MMRS) – Phyllis Dutton, OMMRS**

OMMRS is on track to spend the FY2013 SHSG with \$18,000 encumbered for rental fees and a conference in December. Any funds that are left over will be reallocated for filters. The HPP grant was approved last month and ends in June 2015. The main emphasis with all area hospitals is preparedness for Ebola, including preparing for screening and isolation.

**b. Citizen Corps Program – Erin Payne, OPD**

No update; no representative

**5. Public Policy Center Report – Denise Bulling, Public Policy Center**

Phil proposed the Public Policy Center Report be combined with the action item regarding the THIRA process.

### Action Items

**1. Resolution of support for the Tri-County Threat and Hazard Identification and Risk Assessment (THIRA) process**

The THIRA orientation on November 12 was meant to acquaint Tri-County stakeholders with the THIRA process, how to identify threats and risks, and how to use the THIRA as a planning tool to determine Tri-County capabilities. The meeting also included presentations from FEMA Region VII and the State. Discussion during the meeting was productive and at the end of the meeting, attendees were left to contemplate if they wanted to engage in the THIRA process and, if so, the preferred process for doing so. Currently, the THIRA is not a requirement; however, it is possible that the THIRA process could become a requirement for funding allocations in the future. Currently, every region except the Tri-County engages in the THIRA process in some regard; most regions have completed the quantifiable 13 target capabilities and a few of the regions have completed the full

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THIRA. Paul suggested each County begin their own THIRA process and determine next steps after the process has begun at the County level. Bill Pook made a motion that the Tri-County PET Region commit to proceed with the THIRA process. This motion was seconded by Paul Johnson; the motion passed by roll call vote with eight yays, zero nays, and no abstaining votes. Bill Pook made a motion that the Tri-County PET Region begins the THIRA process as individual jurisdictions to eventually roll up into a Tri-County profile with no date or timeline identified. Dennis Snook seconded this motion; the motion passed by roll call vote with eight yays, zero nays, and no abstaining votes.

### Public Comment

Julie Mayers from the Nebraska Emergency Management Agency received a promotion and is now the NEMA Preparedness Section Supervisor.

Phil Brazelton made a motion to adjourn the meeting. Bill Pook seconded this motion; the meeting adjourned at 9:40 am.

### Upcoming events & next meeting

The next meeting will be held Friday, January 9, 2015 at 9:00 am in the Jesse Lowe Conference Room.

The 2015 meeting dates are as follows:

Friday, January 9	Friday, July 10
Friday, March 13	Friday, September 11
Friday, May 8	Friday, November 13

### Agendas and meeting minutes

Agendas and minutes are posted on the Public Policy Centers' Nebraska Homeland Security Planning website at:

<http://homelandplanning.nebraska.edu/petregions/tricounty.php>

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## ACRONYM LIST

<b>AEL</b>	Authorized Equipment List
<b>ATAP</b>	Association of Threat Assessment Professionals
<b>CERT</b>	Community Emergency Response Teams
<b>CIKR</b>	Critical Infrastructure/Key Resources
<b>DHS</b>	Department of Homeland Security
<b>EMS</b>	Emergency Medical Services
<b>FY</b>	Fiscal Year
<b>GIS</b>	Geographic Information System
<b>GMS</b>	Grants Management System
<b>HPP</b>	Hospital Preparedness Program
<b>ICS/EOC</b>	Incident Command System/Emergency Operations Center
<b>IJ</b>	Investment Justification
<b>MMRS</b>	Metropolitan Medical Response System
<b>MRC</b>	Medical Reserve Corps
<b>MSA</b>	Metropolitan Statistical Areas
<b>NEMA</b>	Nebraska Emergency Management Agency
<b>NFPA</b>	National Fire Protection Association
<b>NPP</b>	Nebraska Preparedness Partnership
<b>OCIO</b>	Office of the Chief Information Officer
<b>OFD</b>	Omaha Fire Department
<b>OMMRS</b>	Omaha Metropolitan Medical Response System
<b>OPD</b>	Omaha Police Department
<b>OPPD</b>	Omaha Public Power District
<b>PET</b>	Planning, Exercise, and Training
<b>POC</b>	Point of Contact
<b>PPC</b>	Public Policy Center
<b>RDU</b>	Rapid Deployment Unit
<b>SHSG</b>	State Homeland Security Grant
<b>UASI</b>	Urban Area Security Initiative