

Tri-County PET Region Working Group

Meeting Minutes May 08, 2015, 0900 CST

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

Meeting comes to order

1. Introduction of voting members present

Marty Bilek, chair, called the meeting to order at 9:05 AM.

First Name	Last Name	Agency	Attendance
Marty	Bilek	Chair, Omaha Mayor's Office	X
Mark	Conrey	Communications	
Travis	Harlow	Rural Fire	X
Paul	Johnson	Emergency Management/Douglas County	X
Rich	Lally	Rural Law Enforcement	X
Jay	Leavitt	Urban Law Enforcement	X
Lynn	Marshall	Sarpy County	X
John	Olson	Urban Fire	X
Phil	Ruhe	Co-chair, Omaha Mayor's Office	X
Whitney	Shiple	Planning, Exercise & Training (PET)	X
Dennis	Snook	Critical Infrastructure/Key Resources (CIKR)	
Shawn	Thallas	Washington County	X

Other in attendance: Aaron Alward, Bill Holaday, Erin Payne, Phil Ruhe, Mike Schonlau, Brian Staskiewicz, Brian Stolley, Hayley Sutter, and Steve Zivny, Omaha Planning Department

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 Marshall made a motion to approve the meeting minutes from March 13, 2015. Jay Leavitt seconded this motion; the motion passed by consensus.

Discussion Items

No discussion items.

Updates and Reports

1. Housing and Urban Development (HUD) Disaster Planning – Steve Zivny, Omaha Planning Department

Steve Zivny of the Omaha Planning Department attended the Healthy Homes Disaster Recovery Outreach Workshop in Washington, DC on February 24, 2015; the HUD Office of Lead Hazard Control and Health Homes (OLHCHH) hosted the workshop in collaboration with the EPA, CDC, and FEMA. The mission of HUD's OLHCHH is to help all Americans, especially children and other vulnerable populations in low-income households, reach their full potential by making homes safe and healthy. The workshop focused on gaps in disaster response - particularly in regards to health and home safety - including first responders dealing with the clean up or mitigation of mold, lead, asbestos, radon, and combustion gases. Mentioned at the workshop was future grant funding may be tied to having a disaster recovery plan and disaster recovery centers.

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2. Tri-County SHSG Management & Administration Update – Phil Ruhe

a. April 20 NEMA Investment Justification Workshop in Lincoln

Tri-County proposed eight projects, totaling \$887,089; work plans and budget overviews were previously sent out. Marty and Dennis attended the Senior Advisory Council meeting following the IJ Workshop; the SAC meeting sought to prioritize the Investment Justifications. Marty commented the SAC members seemed to be supportive of the Omaha bomb robot and many of the Tri-County's other proposed projects.

b. Tri-County travel policy – City-issued IRS 1099 Miscellaneous Income forms

Anyone traveling on SHSG dollars and requesting reimbursement from the city may be issue a IRS 1099 Miscellaneous Income form. In accordance, it is preferable to request reimbursement through your agency. Anyone in need of past receipts can contact Phil, who has electronic copies of nearly all past reimbursements.

3. Financial update & report – Scott Crites, City of Omaha Finance Department

a. FY2013 SHSG budget

The 2013 SHSG funds have been expended with the exception of \$32,000, much of which is tied to two projects that were granted extensions. \$22,000 has been allocated to an active shooter full scale exercise occurring on May 28 and the rest is earmarked for the CI/KR website and pitch book.

b. FY2014 SHSG budget

The FY2014 SHSG ends January 31, 2016; the FY2014 SHSG award amount is \$457,689.00. The budgets are all up to date including \$190,000 already encumbered. \$2,000 remains from the ICS position-specific training project; the \$2,000 along with an additional \$500 from CI/KR funds will be used to provide ICS 300 and 400 courses.

4. Standing committee reports

a. Emergency Management/Planning, Exercise & Training (PET): Paul Johnson, Douglas County Emergency Management Agency

The Health Department is assisting in the reorganization of the MRC.

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

The PET Sub-Committee continues to meet monthly; the focus of the previous meeting was the upcoming IJ Workshop and training audits requests from other departments. The PET Sub-Committee is planning to host two ICS 300 and 400 trainings and is considering offering one set of trainings during the week and one set during the weekend to accommodate participants various scheduling conflicts. The 300 trainings and 400 trainings will be offered one month apart.

ii. THIRA Update

Washington County is close to completing their THIRA process; Sarpy County and Douglas County are utilizing the tool and have completed about 75% of the THIRA process.

b. Communications: Mark Conrey, Douglas County 911 Communications as reported by Jay Leavitt

The Omaha radio upgrade project has begun and all portable radios are out and being used. The console is being upgraded to handle encrypted channels and MOU letters outlining the radio changes and giving access to the talk channels have been sent to all partners. OPD is working on changing out the mobile radios in their cruisers to handle the encrypted channels.

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c. **Critical Infrastructure/Key Resources (CIKR):** Dennis Snook, OPPD (not present)
No update.

d. **Urban Law Enforcement:** Lt. Jay Leavitt, OPD

The NCAA Basketball Tournament and Berkshire-Hathaway Annual Shareholders Meeting were recently held in Omaha; there were no incidents at either event. The bomb robot upgrade was approved by the City Council. Once all parts have arrived, the robot will be sent in for its upgrade. The robot will likely not be back in time for the College World Series; however, the FBI may allow OPD to use their robot for the event.

i. **Omaha Terrorism Early Warning Group – Sgt. Lee Tomlinson, OPD**

The Department of Homeland Security data call for CIKR was closed on May 1; results are expected to come out in June 2015. The Omaha TEWG is working with the Kansas City TEWG to get access to their group response system; DotComm will support this connect beginning in June. OPD recently held an improvised explosives training.

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

The Douglas County Sheriff's Office is hosting an active shooter training on May 30 at the Douglas County Courthouse and Civic Building. The eight ballistic shields were received on May 8 and will be delivered to the Douglas County school resource officers and Omaha K9 unit soon.

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

The City Council approved the Fire Police Rescue Task Force bid; four vests should be delivered by May 28 and the remainder in June at which point OFD will train on the vests. The iPad project is moving forward.

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

Following the last Tri-County PET meeting, a private corporation has tentatively agreed to sponsor quarterly ICS 300 and 400 trainings for Tri-County first responders; more details to follow.

5. Reports from other associated Homeland Security Federal Grant Programs

a. **Omaha Metropolitan Medical Response System (MMRS) – Phyllis Dutton, OMMRS** as reported by Phil Ruhe

OMMRS has started doing the initial planning for a full scale evaluation exercise and cybersecurity exercise; the full scale exercise is scheduled for April 2016; the date for the cybersecurity training has not been scheduled. OMMRS is working to establish a centralized morgue site and is planning a full scale Ebola exercise at Bergan Mercy Hospital. OMMRS will attend the MMRS Conference

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

Many regions included Citizen Corps Program projects during their presentations at the IJ Workshop. Citizen Corps leaders met on April 22; members at the meeting made a motion to hire a contractor or part-time program coordinator. This position would be in charge of communication between the Citizen Corps programs and external stakeholders, public outreach, website maintenance, and grant writing and management. The Omaha Police Department hosted the 19th Annual Salute to Safety on April 25 at Westroads Mall; nearly all major public safety non-profit organizations participated in the Salute to Safety event and an estimated 15,000-20,000 people attended the event. Sarpy County brought in John Michael Keyes to assist in implementing Standard Response Implement Protocols in all fire departments and public schools; four of Tri-County's five school districts have expressed interest in implementing Standard Response Implement Protocols in their schools. John Michael Keyes will be giving two

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presentations on the Standard Response Implement Protocols at the Westside Community Conference Center on May 29; the morning presentation is geared toward school personnel and the afternoon presentation will be geared toward emergency managers, fire department personnel, 911 dispatchers and police department personnel.

6. Public Policy Center Report – Denise Bulling, Public Policy Center as reported by Hayley Sutter

The IJ workshop resulted in recommendations for funding from the Senior Advisory Council. Nebraska is expected to be awarded the baseline amount of \$3,734,500; projects totaling \$5,080,438 were proposed at the IJ workshop. The Homeland Security Policy Group met May 4 to review the IJ narratives. They approved the narratives and are in the process of prioritizing the IJ's and assisting NEMA to develop a matrix that can be used to judge the proposals for funding. The proposed matrix items include: a) shareable/deployable resource, b) state level asset or supports statewide project, c) Required by the grant, d) Sustains and existing resource or capability, e) Cost sharing plan or sustainment is detailed, and f) other suggestions from the Policy Group. Chuck Chase from NEMA is available to assist with NIMS data collections if needed. The PPC is available upon request to assist with planning initiatives for Tri-County.

Action Items

No action items.

Public Comment

Paul Johnson commented the Tactical Interoperable Communications Plan (TICP) is due for an update in 2015; the plan was last updated in 2010. A kick-off meeting for the TICP was held May 6 and the updated plan is due to NEMA on June 6. Paul will contact Mark Conrey about the TICP and Lynn Marshall will send an electronic copy of the TICP to Tri-County PET members.

Lynn Marshall informed the group that anyone who wants to attend the active shooter full scale exercise can do so. Three exercises will be held at 11:00am-2:00pm, 3:00-5:00pm, and 7:00-9:00pm. Anyone interested in attending the exercise should contact Lynn.

Jay Leavitt made a motion to adjourn the meeting. Lynn Marshall seconded this motion; the meeting adjourned at 9:50 am.

Upcoming events & next meeting

The next meeting will be held Friday, July 10, 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

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