

Tri-County PET Region Working Group

Meeting Minutes

January 8, 2016, 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 9:10 AM.

First Name	Last Name	Agency	Attendance
Marty	Bilek	Chair, Omaha Mayor's Office	X
Phil	Brazelton	Communications chair	X
Stu	DeLaCastro	Communications co-chair	X
Travis	Harlow	Rural Fire	X
Paul	Johnson	Douglas County representative	X
Kevin	Griger	Rural Law Enforcement	X
Jay	Leavitt	Urban Law Enforcement	X
Lynn	Marshall	Emergency Management	X
Dan	Olsen	Urban Fire	X
Phil	Ruhe	Co-chair, Omaha Mayor's Office	X
Dennis	Snook	Critical Infrastructure/Key Resources (CIKR)	X
Shawn	Thallas	Outgoing Washington County representative	X
Butch	Groves	Incoming Washington County representative	X

Other in attendance: Greg Andersen, Denise Bulling (Public Policy Center), Brad Hildebrandt (Douglas County EMA), Jeff Mendenhall, Capt. John Olson, Mike Schonlau, Whitney Shipley, Brian Staskiewicz, Sgt. Brian Stolley, Timothy Storer, Dale Tedder, and Lee Tomlinson.

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

Capt. Kevin Griger made a motion to approve the September 18, 2015 meeting minutes; Stu DeLaCastro seconded this motion. The motion passed unanimously.

Discussion Items

None

Updates and Reports

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

a. FY 2015 SHSG:

Phil Ruhe noted that the FY 2015 SHSG budget was set up by City Finance after a short delay. Tri-County Working Group stakeholders should contact Phil Ruhe for expenditures of approved FY 2015 SHSG budget line items.

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b. Committee rotations:

Phil Ruhe informed the group that with the new year and personnel turnover/reassignments, some Tri-County Working Group committee chairmanships are rotating. These include:

- i. Emergency Management: Douglas County -> Sarpy County
- ii. PET Sub-Committee: Sarpy County -> Washington County
- iii. Communications: Mark Conrey -> Capt. Phil Brazelton and Stu DeLaCastro
- iv. Urban Fire: A/C Shane Hunter -> A/C Daniel Olsen
- v. Washington County: Capt. Shawn Thallas -> Lt. Butch Groves

c. FY 2016 SHSG:

- i. The FY 2016 federal Omnibus budget bill was passed by Congress and signed by the President in December, 2015. The SHSG allocation is flat from FY 2015 funding levels, however the Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) has not yet issued the FY 2016 SHSG guidance, including state minimum allocation levels.

<http://www.iaem.com/documents/Highlights-of-DHS-Omnibus-Provisions-16Dec2015.pdf>

http://appropriations.house.gov/uploadedfiles/12.15.15_fy_2016_omnibus_-_homeland_security_-_summary.pdf

Phil Ruhe informed the group that that DHS FEMA has published the Tri-County's Metropolitan Statistical Area (MSA) FY 2016 Risk Profile as part of the FY 2016 funding process. The Risk Profile is a federally-mandated analysis of the top 100 MSAs to determine UASI funding eligibility. The Tri-County moved from rank 65 to rank 57 and from Threat Level 4 to 3.

However, as Phil Ruhe noted, only the top 28 MSAs were funded as part of the UASI program in the FY 2015 funding cycle. Considering the flat FY 2016 funding levels, the Tri-County will likely not receive any UASI funding.

2. Public Policy Center Report

a. NEMA FY 2016 SHSG Investment Justification (IJ) Process

Denise Bulling of the University of Nebraska at Lincoln (UNL) Public Policy Center (PPC) addressed that DHS FEMA will issue the FY 2016 SHSG grant guidance by mid-February with no major changes expected. To that end, NEMA and the PPC expect level funding for the State of Nebraska. However, NEMA is making substantial changes to this year's IJ process with the introduction of subject matter expert (SME) review groups. These SME groups are introduced to increase IJ process transparency and the ability for feedback. To that end, the SME groups (Communications – one representative/PET Region, Citizen Corps – one representative/PET Region, Law Enforcement – two representatives/PET Region, and PET – one representative/PET Region,) will be made up of representatives from the State and all PET Regions. Agriculture, Metropolitan Medical Response System, and HazMat MOU proposals will be evaluated by NEMA directly. After submission of regional IJ proposals by February 29, 2016, the SME groups will complete a first review and prioritization. All SME groups will present their FY 2016 SHSG IJ funding recommendations at the State IJ workshop on April 14, 2016 in Kearney. At that time, PET Regions are invited to provide their feedback regarding these funding recommendations. The Governor's Homeland Security Policy Group and Senior Advisory Committee will subsequently meet to make final funding recommendations to the Lieutenant Governor who in turn will make the final funding decision for the State of Nebraska's FY 2016 SHSG IJ. A written description of this FY 2016 SHSG IJ process was included in the meeting invitation, emailed to group members on Tuesday, January 5, 2016. Phil Ruhe will send out the FY 2016 SHSG IJ worksheet to the Tri-County Working Group.

Lynn Marshall voiced a concern about how the IJ process unfolded last year (FY 2015 SHSG funding cycle), particularly as it pertained to local decision-making.

Phil Ruhe asked for clarification regarding the way a regional Threat and Hazard Identification and Risk Assessment (THIRA) may impact a PET Region's request. Denise Bulling affirmed that a PET Region's

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proposed IJs would benefit from a regional THIRA tie-back (in addition to whatever applicable State THIRA tie-back).

3. Financial update & report – Phil Ruhe

a. FY2014 SHSG budget

Phil Ruhe updated the group regarding the progress of FY 2014 SHSG spending: of the \$457,689 award, \$360,737.06 have been spent, and \$96,951.94 are remaining. NEMA expended the FY 2014 SHSG award period to August 31, 2016.

b. FY2015 SHSG budget

Phil Ruhe updated the group that the FY 2015 SHSG budget has been fully set up by City Finance. Tri-County Working Group stakeholders with funded projects may approach Phil Ruhe regarding the proper approval process prior to making any expenditures.

4. Standing committee reports

a. Emergency Management/Planning, Exercise & Training (PET): Lynn Marshall, Sarpy County Emergency Management Agency

The Tri-County Emergency Managers will get back to a bi-monthly meeting schedule. Emergency Management has helped manage the Tri-County CERT volunteer program and has had ongoing discussions about the FY 2015 SHSG-funded Citizen Corps Program Coordinator position. Sarpy County, who would hire the contractor on behalf of the Tri-County has been in discussion with their legal department about the precise contract language.

i. PET Sub-Committee: Bill Pook, Region 5/6 and Washington County Emergency Management Agency

The PET Sub-Committee will establish a bi-monthly meeting schedule for 2016 with meetings or conference calls during off-months as necessary to discuss new business. Bill and Phil will send out regular information notices to the PET Sub-Committee membership roster. SHSG-funded PET activity updates for the Tri-County Multi-Year PET Calendar may be send to Bill Pook. Phil Ruhe added that the PET Sub-Committee may hold an off-month in-person meeting in February in preparation of the FY 2016 SHSG IJ process.

Dennis Snook asked whether the Tri-County Working Group would have to, like in year's past, formally approve the Tri-County's IJ submission. Phil Ruhe affirmed that a formal IJ approval by the Tri-County Working Group will have to occur. Bill Pook subsequently proposed February 18, 2016 for an all-day Tri-County IJ workshop (starting at 9:00am) with an open meeting/vote at 3:00pm. Phil Ruhe will send out an invite email as February 18, 2016 gets closer.

b. Communications: Capt. Phil Brazelton, Washington County Sheriff's Office

Capt. Phil Brazelton noted that Fremont Police and Fire will join the regional radio system as a subsystem of the Washington County radio system (Orion). Technical details are currently being worked out. Stu DeLaCastro, Director of Sarpy County 911 Communications provided some additional information regarding the technical specifications. Phil Brazelton also briefly discussed the ongoing FirstNet planning efforts and wireless providers' recent statements about offering "priority services" that would potentially compete with FirstNet. As of now, there is relatively little detail available but more information should be forthcoming.

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Douglas County 911 Communication is making modifications to the tower at Hummel Park to accommodate Nebraska State Patrol (NSP) equipment that will improve northern Douglas County/southern Washington County reception for the NSP.

Stu DeLaCastro reported that Sarpy County is in the acquisition phase for property to nearly double the existing 800 MHz radio system coverage in Sarpy County. This project includes replacement of outdated tower site equipment throughout the county. Stu DeLaCastro further discussed a legislative proposal in the Nebraska Unicameral for so-called next-gen 911 initiatives that would necessitate the State to hire a statewide 911 Coordinator who would in turn develop a statewide 911 plan ([LB938, "Adopt the 911 Service System Act and transfer funds from the Enhanced Wireless 911 Fund to the 911 Service System Fund,"](#) introduced by Senator Smith, District 14). Such a 911 plan may entail a coordinated effort for 911 call center consolidation.

Finally, it was agreed upon that Capt. Phil Brazelton of the Washington County Sheriff's Office will serve as the Tri-County representative to the Communications SME for the purposes of the FY 2016 SHSG IJ process.

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

Dennis Snook reported that the CI/KR will hold a conference call on January 19, 2016. The 2016 meeting schedule will bi-monthly in-person meetings and conference calls in the in-between months. The NPP website is live and pitch books are being prepared for printing. Mutual of Omaha and Northern Natural Gas have joined the NPP, putting total membership at 6.

Omaha Metropolitan Medical Response System (OMMRS): as reported by Phil Ruhe for Phyllis Dutton

- 2014 SHSG: OMMRS will need to re-allocate funds dedicated to Iowa Western MRC CEUs as Iowa Western no longer provides these services. The OMMRS group is in the process of identifying an alternative CEU opportunities for MRC volunteers.
- Ebola subaward: OMMRS received an \$8,000 Ebola subaward from the DHHS Hospital Preparedness Program (HPP) to conduct an Ebola response exercise.
- Cybersecurity TTX: OMMRS will conduct a Cybersecurity TTX on January 14, 2016 from 8:00am to 12:00pm at Methodist Hospital.
- Centralized morgue site: OMMRS is continuing the process of identifying a centralized morgue site for area hospitals.

Citizen Corps Program: as reported by Lynn Marshall for Sgt. Erin Payne, OPD

Lynn Marshall re-iterated his statements regarding the Citizen Corps Coordinator hiring process. Otherwise, there are some FY 2014 SHSG balances that will need to be addressed.

d. Urban Law Enforcement: Lt. Jay Leavitt was not present during this part of the meeting but joined the meeting at a later time.

Omaha Terrorism Early Warning Group (OMATEWG): Lee Tomlinson, OPD

Lee Tomlinson reported that the Kansas City Asset Protection Response System (APRS) demo had to be rescheduled due to hardware failure.

e. Rural Law Enforcement: Capt. Kevin Griger, Sarpy County Sheriff's Office
Nothing to report.

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- f. **Urban Fire:** A/C Dan Olsen and Capt. John Olson, Omaha Fire Department
A/C Dan Olsen reported that the Omaha Fire Department has received a briefing about FirstNet and is looking at the options available. Capt. John Olson that a Confined Space Entry and Rescue training was conducted November 16-20, 2015 using FY 2014 SHSG funds.
- g. **Rural Fire:** Travis Harlow, Waterloo Fire
Travis Harlow noted that Waterloo Fire met with the Natural Resources District (NRD) highlighting the need for additional ICS training.

Action Items

None

Public Comment

1. Please review the [Tri-County multi-year planning, exercise, and training \(PET\) calendar](#). All grant-funded PET activities need to be captured. If you have any change requests and/or additions, please contact [Bill Pook](#)
2. Please review the [NEMA training calendar](#) for statewide training opportunities

Capt. Kevin Griger made a motion to adjourn the meeting which was seconded by Travis Harlow. The meeting was adjourned at 10:05 am.

Upcoming events & next meeting

The next meeting will be held Thursday, February 18, 2016 at 3:00 pm (location TBA).

The 2016 meeting dates are as follows:

Friday, January 8, 2016

Thursday, February 18, 2016 (meeting to review/approve Tri-County FY 2016 SHSG IJs)

Friday, March 11, 2016

Friday, May 13, 2016

Friday, July 8, 2016

Friday, September 9, 2016

Friday, November 11, 2016

Agendas and meeting minutes

All January 8, 2016 Tri-County meeting documents can be accessed

at: <https://drive.google.com/folderview?id=0B10Soo8v7xJuYjdnVzI0ZWNaZGM&usp=sharing>

Historic meeting agendas and minutes (prior to July 2015) are posted on the Nebraska Homeland Security Planning Project website: <http://www.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