

**PANHANDLE REGIONAL PET COMMITTEE
MINUTES**

July 2, 2013

10:00 AM

**Alliance Fire Training Center
220 West 3rd St. Alliance, NE**

The meeting was called to order at 10:03 AM by Chairman Jerry Bretthauer. 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. Chairman Jerry Bretthauer has instituted sending out a monthly Panhandle Region PET Committee Meeting Notices and ask that it be posted at the TeleHealth location of your meeting in Chadron, Alliance, Sidney and Scottsbluff. This revision was made after receiving a legal opinion from the City of Scottsbluff's attorney's office.

Attendance:

Nan Gould Region 23 Emergency Management; Tim Lordino Chardon Chief of Police; Troy Shoemaker, Alliance Fire Chief; Jerry Bretthauer, Emergency Management Region 22, Ray Richards, Scotts Bluff County Communications;

Introduction of Visitors:

Tim Rice, Interim Director of Sidney Communications Center (tim.rice@sidney911.org); Barb Keegan, Box Butte County Roads; Kate Speck, UN-PPC, Acting Secretary.

MOTION: Chairman Bretthauer entertains a motion to accept Tim Rice as a governance board member representing Region 21, replacing Michelle Kyle. Troy Shoemaker motions and Ray Richards seconded the motion. Motion passes unanimously.

Approval of Minutes:

MOTION: motions for acceptance of the March 2013 Meeting Minutes, and the notes from the April 2, 2013 in Bridgeport. Tim Lordino Motions and the Motion is seconded and Motion passes unanimously.

Communications Interoperability and Grants Management

2010

2010 State Homeland Security Grant Program MOU Hazmat Grant – Reimbursed and Paid.

2010 State Homeland Security Grant Program Award - due date is 7-31-13. Currently the Nebraska General Management System shows that there is \$18,734.62 uncommitted and \$0.00 in the Review section, \$1,011.91 in Purchase of Equipment (POE) section; On Order \$13,759.18, \$0.00 Invoiced and completed 212, 228.18 of the original \$264,224.00.

The only funds left are in the LE IED section. With exception to the following, all LE IED projects have been reimbursed and paid. Jerry talked with James Todd and Chief Kevin Spencer of Scottsbluff PD to find out if they were willing to relinquish some of the LE IED funds in order to do the global tower in Oshkosh and bill the NPPD. The Region Emergency Managers Board

agreed to pay \$1,065 for Weeble Public Power District that the state did not have the funds to commit. Garden County is paying a rate of \$500.00 monthly for equipment on the tower.

A state committee is looking at the overall tower situation to get the state tower system operational. Counties will likely take on the cost of the system following recommendations of the Nebraska Public Safety Communications Council. Promotional materials will be developed to help county officials to better understand the benefits.

James Todd, Emergency Ordinance Disposal, Bomb Squad Commander, has proposed to purchase a six foot magazine (a protective box for explosives) at \$7,100 with a shipping cost of \$1,869.00. Total is \$8,969 – reimbursement and a check have been requested. He has also purchased 4 T-series 8 X 17 plates each costing \$1,142.15 - total cost: \$4168.60, and one Logo Series Carousel 8 X 17 @ \$601.35 plus shipping of \$20.23 for a total of \$4,790.18.

Todd has ordered a Rigid 18 Volt Li-ion 5 piece Cordless Drill and Impact tool kit for \$499.00; a 160 piece dremel set \$34.97; cordless dremel rotary tool for \$99.00; Electrician tools \$ 69.97 and a mobile work bench for equipment storage \$1011.91 from Home Depot. These have been entered into the NE GMS, and a check has been requested.

\$18,733.62 remained, and Todd has purchased 2 Night Vision Binoculars and 10 helmet systems \$13,000. There is about \$5,000 left that has to be spent by July 31, 2013.

Tim Lordino remarks radios are needed in Dawes County for patrol cars for interoperability. Jerry suggests that the funds from 2012-13 be used for that project as the project was not originally submitted for funding. There was \$102.50 remaining from a lease/storage agreement.

2011

2011 State Homeland Security Grant Program Award-due date is January 31, 2014.
7-31-14. Nebraska GMS shows that Panhandle has \$0 uncommitted, \$0 for Review, POE's \$13,759.18; Unawarded \$13,759.18, Invoiced \$0, Completed \$113,099.47. The original funding was \$ 144,369.92.

1. LE/IED - \$39,975.00

On 5-4-13 Jerry received plan of the breakdown of equipment sought by the Scottsbluff PD EOD from Bob Rader. He submitted these items in an edited 2011 Work Plan to NEMA's Nikki Weber. The items are: RoboteX Micro robot (\$21,704.55); Bennche Model 500 UTV (\$7,583.00); X Ray equipment, plates, holder, carousel (\$4,769.95); Area lighting system (\$5,246.00); Hand tools, drills, dremels, bits, etc. (\$455.82); Rolling tool box for evidence supplies (\$79.97); Evidence bags (\$116.00) = \$39,955.29. This leaves a balance of \$19.71. There will be an additional shipping cost for the evidence bags.

The only change in this is that they decided not to spend funds on the area lighting system in favor of sending officers to bomb technician school. The Robot-X Avatar Micro Robot was received at a cost of \$21,704.55. This has been reimbursed for and paid. Remaining funds \$18,207 needs to be expensed.

Project #2 – Gering Information Sharing System - \$13,000 – this project proposal is being worked on and if there is a difference Gering will pay the difference.

2012

2012 State Homeland Security Grant Program for the MOU Hazmat Team – Panhandle PET was awarded \$15,000.00 for the MOU Hazmat Team. This is a 1 year grant and must be spent by January 31, 2014. There is - \$300.27 uncommitted – \$0 for review; \$25,113.00 is on order and \$37,901., Invoiced \$3400.00; completed \$3724.86. The original grant was \$75,440.00.

2012 State Homeland Security Grant Program – We were awarded \$75,440.00, of which \$38,287 must be spent on LE/IED to include Fusion Center. Expenditures of these funds should occur through the coordination with the Office of the Nebraska State Patrol, the Department of Agriculture and NEMA. This will leave us with \$37,153.00 for projects. Submission of a plan must occur before 1-31-13 and the funds expended by 1-31-14. No extension on this date will be given to expend the funds.

2012 Accepted Projects (Open for Discussion)

LE/IED - \$38,287.00 for equipment only. They have purchased 2 Pan Disrupters (gun that fires a charge to wipe out the trigger mechanism) at \$2,400.00 @ = \$4,800.00 for Ideal Products, Inc. Input in the Nebraska GMS as Purchase of Equipment and no check asked for yet because the invoice needs to be provided.

Purchase of a Power Hawk from Northrop Grumman Remotec, Inc. (attaches to a robot similar to a Jaws of Life) for \$33,380.00. Jerry has completed input in the Nebraska GMS as Purchase of Equipment and is waiting for an invoice, he has also asked for a check to show them that a claims form was completed before they would send the equipment.

\$107.00 is left in the project which is intended to purchase tools for the bomb squad.

NRIN Project for Sustainability - \$8400 has been paid for NPPD rentals – (following the state build out it is anticipated that NPPD will pick up costs after the project is completed). A check was requested for Region 23 reimbursement.

Emergency ID Cards – Nebraska is using Mid West Card across the state to standardize identification of emergency personnel. This will have a simple access to data following an event. The system will simplify identification and reports.

Panhandle is the last region in the state to have this training which will be held July 31, 2013, 8:00 AM – 5:00 PM. Nan & Ron Leal are leading this process for the Panhandle region. . The funds have been expended for this project. It will be beneficial to have as many pre-credentialed as possible. The goal is to have each department responsible for inputting their information. Ron Leal has a printer that can be used for the system to print cards for the region. Nan & Jerry also have old printers that may be used; this is a question for Brandon.

The Region proposes to purchase blank cards, color ribbon kit, re-transfer film, holographic patch ribbons, on-site installation and training for \$2,942.50 and Basic Subscription, Pelican Case with laptop, smartcard, smartcard reader, workstation license, software license, barcode scanner and one on-site installation & training for Mobile Express and Card Printer (\$17,268.00) = \$20,210.50.

Paperwork was quite the process and Ron was required to submit Sole Source paperwork; tax exempt paperwork; signed terms and conditions and the quote all had to be completed. In terms of equipment (Pelican Case) Ron, Nan and Jerry will all have one.

Forms for preloading the information is available and training is necessary. If you want to understand the system you need to get to this training to be able to input data into the system. Nan encourages anyone who wants to be on the system needs to attend the training – to see how it works and how it will benefit the region. If you can't make the training options are to send another rep or attend a webinar.

- **EOC – ICS Interface Course (12 hours).** Three classes were held (Tuesday in Chadron, Wednesday in Scottsbluff, and Thursday in Sidney). Instructors were from NEMA as required by FEMA. There were 25 participants from Scottsbluff who attended and in Sidney 35 people attended. NEMA instructors provided the training and \$6,836.00 was set aside to cover expenses. No receipts have come in yet as they will go directly into the GMS through NEMA. They have spent \$4,715.14 has been spent. Jerry will call to see the actual expenses have been and if the funds can be used for anything else.
- **Region 21 Radio Cache** - The intention was for the purchase of 8 Motorola PR400 VHF Portable Radios and 3 Motorola PM400 VHF Mobile Radios. Eventually there were only 4 radios purchased due to the cost of the radios. Grant reduced to 4 portable radios for \$1,604.00 to be within the balance left.
- **Leasing Space for Equipment Storage** – Funds allocated on this project were from left over money 2011 funding. The Work Plan being held for a communications project - \$102.50. This can be spent for equipment or training, and Jerry invites ideas.

Jerry invites submission of all of the following project proposals that were not funded and can be resubmitted for the next round of funding for 2013:

2012 Proposed Projects Not Accepted

- WNCC upgrade of radio system for interoperability – to be presented at a later PET meeting by Michelle Coolidge (okayed by LT Gov Sheehey and NEMA's Nikki Weber if the PET votes on it as a priority. Two bids for the Scottsbluff and two bids for the Sidney site are as follows: Scottsbluff (Action Communications - \$9,451.50 and First Wireless - \$7,605.00) & Sidney (Prairie States Communications - \$6,200.00 for repeater, antenna and line + \$2,892.00 for Communications Center = \$9,092.50 and First Wireless for both project \$8,356.00, which may be \$914.00 less if no tone panel is needed)
- Dawes County Road Department Mobile Radios for 5 Motorola XTL 1500 VHF Mobile Radios (Western Communications - \$7,525.00 and Action Communications - \$9,255.00) provided by Nan Gould
- Garden County SO Radios for 7 Motorola PR400 VHF Portable Radios (Action Communications - \$2,695.00) & (Prairie States Communications - \$2,702.00 – bid accepted) – Ron Leal
- Morrill County Hospital Radios for 7 Motorola CP185 VHF Portable Radios (Action Communications - \$1,855.00) & (Prairie States - \$1,785.00 – bid accepted) – Ron Leal
- Hay Springs FD for 4 Motorola XTS1500 Portable Radios (Motorola via First Wireless - \$4,670.40) – need second bid – Everette Langford

Old Business

- **Strategic National Stockpile Full-scale Exercise (FSE)** – The requests for the packages were sent on 3-19-13 to the state for the SNS; On 3-20-13 the Package was shipped out to sites on 3-21-13 the sites were opened. Jerry was involved as an evaluator and they went to the Nebraska Transport Service to watch how packages were received, security involved and

how they were dispersed in the panhandle. He went to the dispensing site to view 60 nurses at St Mary's hospital for this project and reported that it took 2 hours to dispense the drugs. This exercise showed the capability of the system. The EM's are charged with reviewing the list which actually has to be reviewed and the only person who can ask for the package to be dispensed is an EM. There are specific delivery sites. EM's must look through the list of materials that contain masks, rubber gloves, glasses, booties and decontamination suits, etc. After action report revealed that during the exercise some were transporting the materials rather than wait for the official transport which could have ended up with security issues. All protocols need to be followed to avoid hijacking etc.

PPHD (PRMRS) Tabletop Exercises (TTXs) –

Jerry evaluated this event as well. The scenario was a Gering school bus crash that was contaminated by chemicals. They had to go online to get the information. The Scottsbluff Communications Center tested their sirens that day as well – causing some extra reality in the exercise.

2013 Nebraska Association of Emergency Management Annual Meeting – 4-10/12-13

Nan attended this to represent the Region in Grand Island. Several others planned to attend however severe weather interfered.

- **Open Meeting Law Opinion on face-to-face meetings** –Jerry has communicated with the governing board regarding sending out the information on the change of this law with Senators Shear and Harms on legislative action for the Open Meetings Law. Jerry send in documentation and a rationale for the changes. The senators were receptive to the idea. Jerry will get additional information when it is available.
- Jerry has negotiated with the state and Scottsbluff County and now NEMA will require only 2 bids for purchases. This was incorrectly interpreted earlier. This is also in state law. He also clarified that sole provider letters are needed only if purchase is over \$20K.
- Regional West Medical Center will be having an Active Shooter tabletop exercise and a Full Scale Exercise August and October 2013, and he invites other EM's to attend. David Edwards is the coordinator.

New Business

Sole vender letters (2)

EM July 31 – Bridgeport

Emergency ID Card Training - July 31, 2013 8:00 AM – 5:00 PM at the Bridgeport Prairie Winds Center

Next Meetings

The next Tele Health meeting will be broadcast from Gering Tuesday August 6, 2013

The next face to face meeting will be Oct 1, 2013 from 10:00 a.m. to 12:00 p.m. face to face in Alliance.

Adjournment – 11:59 AM

MOTION: Tim Lordino motions and – Ray Richards seconds. Motion carries to adjourn,

Respectfully Submitted,

Kate Speck