

**PANHANDLE REGIONAL PET COMMITTEE
MINUTES**

November 5, 2013

10:00 AM

Scotts Bluff County Administration Building, 2nd Floor,
Conference Room #2, 1825 10th Street, Gering &
TeleHealth

Motion Passed

Call to Order – The meeting was called to order at 10:07 AM by Chairman Jerry Bretthauer. The meeting was broadcast via Tele Health to board members of Panhandle PET. Reference was made by Chairman Bretthauer to the Open Meetings Act of which there is a posted copy at all of the satellite locations.

Publication of meeting – The agenda for today's' meeting was published in the Scottsbluff Star Herald Newspaper as required.

Attendance:

Gering site: Jerry Bretthauer, Emergency Management Region 22, Ray Richards, Scotts Bluff County Communications, Kevin Spencer, Scottsbluff Police Chief and, Dana Miller, Scottsbluff Fire Chief.

Introduction of Visitors: Jackie Larrington, Panhandle EMS Coordinator, Sue Teal and Pat Hammack, Region 1 Behavioral Health, Kate Speck of UNL PPC

Alliance site: None

Chadron site: Nan Gould Region 23 Emergency Management; Tim Lordino Chardon Chief of Police

Sidney site: Ron Leal, Region 21 Emergency Management

Approval of Minutes from the October 1, 2013 – Motion to approve the minutes with one change (Tabbi Prohacaska name corrected) was made by Kevin Spencer – Nan Gould Second, and one abstention – Ray Richards.

MOTION: Ray Richards moves to accept Heidi Gillespie, Region 21 Communications Director as a voting member of the PET Board. The Motion was seconded by Kevin Spencer. Motion carries.

Communications Interoperability and Grants Management

2012

2013 - Hazmat Team:

Dana Miller provided Chairman Bretthauer with information on materials he proposes to purchase prior to January 31, 2014 which includes:

- 2 – Masimo Rad-57 Blood Saturation Monitors for CO Poisoning levels; Non-invasive Co & O2 Blood Sat Monitoring
09ME-03-BCNI - 2 X \$5,000.00 = \$10,000.00.

- Mid-Continent Safety ISCTX-1 TANGO CO Monitors
4 – ISCTX-1 TANGO CO and H2S CO Monitors for Entry Crews
07CD-01-MONO
4 X \$227.15 = \$908.60

These monitors have been delivered, and have yet to be processed. Two wearable monitors were also on the request that funds did not cover; however the Scottsbluff Fire Department will make funding available for these.

- **1 – ISC1810-2187 CO H2S Pentane Calibration Gas**

Items were received (monitors and calibration gas) and invoice is awaiting the Grant Adjustment Notice to be approved by NEMA.

- **Mid-Continent Safety**
1 – Sensors and Test Gases for Homeland Security Grant Purchased Monitors for MOU Team
21GN-00-MAIN
1 X \$1,000.00 = \$1,000.00
Replacement Sensors and Cal Gas for Homeland Security Purchased Monitors
- **Kearney Hazmat Tech Class – Responder Training at Annual Hazmat Symposium**
1 – Training Cost for Staff to Attend Annual Nebraska Hazmat Symposium
21GN-00-TRNG - 1 X \$2,000.00 = \$2,000.00. Some receipts were not kept so all of the expenses will not be reimbursed.

2012 State Homeland Security Grant Program – Submission of a plan must occur before 1-31-13 and the funds expended by 1-31-14. 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. No extension on this date will be given to expend the funds.

2012 Accepted Projects

■ **LE/IED - \$38,287.00 for equipment only.**

James Todd purchased for the Scottsbluff PD EOD 2 – Pan Disrupter (Push Out) Units at \$2,400.00@ = \$4,800.00 to Ideal Products, Inc. PAID and Reimbursed.

James Todd purchased for the Scottsbluff PD EOD 1 – Power Hawk chip (similar to Jaws of Life) from Northrop Grumman Remotec, Inc. (\$33,380.00). Input in the Nebraska GMS as Purchase of Equipment awaiting the invoice, check received and being held. Returned the check to be voided due to the project was not finished by Remotec – The check will be reissued when the equipment built and received. The check has been voided. The Power Hawk, according to James Todd is expected to be built in mid-November. There is \$107.00 remaining in the project for tools.

There are also \$193.27 funds not uncommitted from LE/IED funds show \$300.27 which includes the LE/IED funds remain uncommitted in the 2012 SHSG. The intention to purchase additional tools was made.

- **NRIN Project for Sustainability** – NPPD Rentals \$8,400.00 and electrical costs (NPPD is supposed to pick up costs after the project is completed). Reimbursed and PAID.
- **Emergency ID Cards** - Reimbursed and PAID.
- **EOC – ICS Interface Course (12 hours)**. A problem with the plan for this NEMA training has come up. Original estimate from Chuck Chase was \$6,836.00 for three classes – one class in Sidney, one class in Scottsbluff, and one class in Chadron. After all bills were paid there remains \$4,521.87. No sole source letter required because we utilized NEMA instructors. Paid in Nebraska GMS for staff.
- **The following ideas were discussed to spend the \$4,521.87 discussed:**
 - Jerry talked to Dave Riesen of NEMA to determine additional courses to expend the funds: Advanced Planning and ICS 300-400 were recommended.
 - Blue Cell and a South Dakota Company would be additional options to have courses offered. Nan will call Todd Mann to see if there are possible courses.
 - The remaining option is to return the funds to NEMA.
 - Mr. Bell from Alliance with Burlington Northern RR would be open to providing a Hazmat Course.
 - Tim Lordino suggests a Bomb Squad training
 - PPC – for Threat Assessment in schools – Kate will contact Denise Bulling for a range of options.

- **Region 21 Radio Cache** for 8 Motorola PR400 VHF Portable Radios and 3 Motorola PM400 VHF Mobile Radios (FirstWireless - \$5,283.00) and (Prairie States - \$5,194.80 – accepted bid – Ron Leal. Grant reduced to 4 portable radios for \$1,604.00 to be within the balance left. **Reimbursed and PAID.**
- **Leasing Space for Equipment Storage** - left over money needed to complete the 2012 Work Plan being held for a communications project - \$102.50 **Unexpended.**

2013 MOU Hazmat Grant

The award is for \$20,000.00 and must be completed by 1-31-15

- Scottsbluff Fire Department MOU Hazmat Team Proposed Purchases 7-19-13:

Dana Miller proposes the following expenditures:

- Smart Dummy Rescue Manikins for Hazardous Materials Exercise Training from Smart Dummy - 2- \$2,500.00 = \$5,000.00
- Hazardous Gas Detection Training Kit from BullEx - \$6,000.00
- Staff Expenses for Qualified Training – Hazmat Symposium, technician classes in state and/or out of state and Hazmat refresher courses - \$9,000.00

2013 State Homeland Security Grant

Funds must be expended by 1-31-15. The Panhandle Region is awarded \$145,334.00, of which the following, \$61,134.00 for Law Enforcement Terrorism Prevention Activities from Investment Justification #5, leaving \$84,200.00 left for other projects.

Following are the projects to consider for funding: \$145, 134.00, with 42% going to LE-IED (\$61,134) – remaining funds -, \$84,000.

LE-IED \$61,134

Law Enforcement/Improvised Explosive Devices – Fusion Center

- #1 \$60,856 - Northrup Grumman Rebotec Robot upgrade to F6A to the robot.
- #2 - \$278.00 - Fusion Center - The MOU frm Nikki Webber has not yet been received.

NRIN SUSTAINABILITY - \$84,000

- NRIN Sustainability Projects:
 - #3 -17,700.00 - Nan Gould utilized \$10,200, and the additional \$7,500 allocated for a repair bill for the Chadron NPPD tower was [aid through NEMA leaving the \$7500 available for projects. NEMA paid for the \$7500 bill due to the way the work was completed by CSI and this leaves that amount free for use.
 - It was discussed as leaving this \$7500 a place holder for connectivity in the region. Ray suggests that the equipment for connectivity be purchased with these funds. Nan proposes this money be set aside as a place holder. These funds need to be expended by January 31, 2015.
 - There is \$6600 for Region 21 NRIN Project.

The GAN notice has arrived to begin to spend the funds, however, Jerry is waiting for Scottsbluff County to authorize the expenditures. He will let everyone know when this is complete.

- #5 -\$13,702.00 - Motorola Portable Radios for Region 21 CERT -
- #6 -\$8,551.00 – Mobile Tripod Lights and Generators for Mobile EOC – Region 21. This is a resource that can be used region wide.
- #7 -\$25,801.50 – Emergency Identification Card System - One printer and one rapid tag and accessories and one exercise. Morrell – just getting started, Cheyenne will be complete in a month, Duel and Garden Counties will be complete in a couple of months. Jerry has sent out letters to Region 22 counties regarding the Inter local agreement for authorization of this project. He has also contacted some of the larger departments. Nan continues to work on this. .
- #8 - \$3,510.50 Motorola Portable Radios for Garden County Sheriff’s Office – Morrell, Duel and Garden Counties will be complete within two months..
- #9 - \$3,900.00 CERT project to fund team activities would fund 3 classes – 2 basic to initiate CERT in Region 21 and Search & Rescue (\$3,900.00). CERT Equipment & Training for Region 21 - \$13,701.63 (7 Portable Radios, 50 CERT Packs, gloves compasses, shirts 8 radios, and cribbing. This is a regional project.
- #10 - Funds will be used for travel, to TEPW, other PET projects **\$4,236.00, changed from \$1,697.47** as funds were added from other unexpended funds to be used for PET activities. This will be held under Leasing Space for Equipment Storage. Jerry asks for ideas on training.

Project Removed from the 2013 Work Plan:

- #6 -\$11,289 10 portable radios for the Scotts Bluff County Detention Center – denied by NEMA as this is a starter project not sustaining funds. NEMA indicated they need to put the radios in their own budget (we need another project). Radio purchases were to initiate the communications rather than sustain the equipment purchases.

Old Business (Open for Discussion)

- Open Meeting Law Opinion on face-to-face meetings – Work on schedule with dates and locations to meet the Open Meeting Laws requirements - Jerry has yet to hear from this and will contact them.
- RWMC Active Shooter FSE October 16, 2013 - 0900-1130 at St. Mary Plaza – Jackie attended and Sue Teal both attended. Communications was an issue related to the radio equipment. Radios in the trailer were not operational. The Communication Center was not a part of the exercise and were not invited which was a concern. Sue reports that the Main Entrance was mentioned; however this was not common knowledge and caused confusion in the exercise. EMS was requested to have a safe area specifically for patients. Numbering doors was suggested for clarity. Medics trying to find patients resulted in a suggesting of a safe place to bring patients.
- **Debris Management Plan** – Jenny spoke to Perry DePew and will not re-open the Debris Management Survey site and for surveys to collect pertinent information – Jerry Bretthauer sent a letter to each clerk in the Region 22 Emergency Management Inter-local Agreement - the email include a letter explaining the procedure to be used to get each city and village to adopt the plan via resolution, a sample resolution, and the most current rewrite of the Region 22 Emergency Management Debris Management Program Plan – each entity was asked to adopt the resolution and send me a copy of the signed resolution, which would be attached to the Plan and presented to the Scotts Bluff County Commissioners for adoption via resolution.

Banner County was also asked to adopt the Plan via resolution. The Plan, accompanied by the signed resolutions from each entity would be submitted to NEMA from final approval and publishing.

- Jerry suggests that Regions 21 and 23 engage a similar process; The Agreement needs to be completed so that the Regions accept the plan. Jerry suggests that each of the regions also follow this protocol so that the plan is updated as to the members etc. Jerry has attached all plans and resolution and has sent to NEMA's Chuck Chase, to be approved by NEMA and the plan will be published. This will free up the funds for debris management in times of disaster from 75% to 80%. If there is not a debris management plan FEMA will not provide funds in the future.

■ **Emergency ID Card Training 11-13-13 0800-1700 at Prairie Winds Convention Center in Bridgeport** - currently 5-6 participants from Region 22, and 17 from Region 21. Anyone who responds to a disaster should be in attendance. Jerry suggests that Region 1 Behavioral health needs to attend. The more people attending, the better for Panhandle response.

■ **2013 Threat and Hazard Identification and Risk Analysis (THIRA) –**

Denise Bulling assisted in planning a sample agenda:

10:30 Review the Scenario (and estimated impacts if completed)

10:45 (Estimate impact) and/or Identify desired capability outcomes

- This is best done by small groups
- Groups work through each of the 31 core capabilities and modify or keep estimated impact for that scenario

11:30 Identify resources needed for each desired outcome

11:50 Wrap up and next steps

PET meetings will be utilized to complete the THIRA - individuals will be invited to assist. At the end of all PET meetings, the process will be worked on for approximately one hour.

For the next meeting – they will finish Infrastructure Systems, Mass Care Services, and Mass Search & Rescue Operations, and if time allows On Scene Security & Protection. Need EMA, CERT and Law enforcement as participants.

■ **5-Year Panhandle Region PET Calendar** – Nan attended the TEPW in Lincoln representing the Panhandle PET. The PPC will post the calendar on the website so it is more user friendly for regions.

New Business (Open for Discussion)

Defense Support of Civil Authorities (DSCA) Exercise – Jerry Bretthauer

- Contact of 72nd CST by Dana Miller and 84th CST by Dr. John Spethman. Dr. Spethman is being trained to be the Region 22 Radiological Officer. He has experience with CBYRN, and has requested to do a Pan Handle Military exercise. Dana has talked to the Civil Support team in Lincoln and in Wyoming well as the NE CERP – Major Mendez in Omaha. He proposes to do a nuclear radiological full scale exercise. The scenario is an event on I-25/I-80 and how it would affect the Panhandle Region. The exercise design team includes Jerry Bretthauer, Dana Miller, Jeffery Boyden, Kyle Sheppard, Nan Gould, Ron Leal, John Spethman, Bill Wineman, Melody Leisy, Patricia Derner. If you want to be on the EDT is welcome. They will determine if this can occur for next summer. Jerry has solicited the possible

members for HSEEP/CAP and other required paperwork. A conference call is scheduled for Nov. 20, 2013 at 1:00 PM at SB County Adm. Building. The conference call capability for 20 participants is set. There will be liaison with CST in the Nebraska CERP and a kickoff meeting for planning, midterm, final conferences and full exercise dates. This will take 4-5 days for the full exercise.

- Determine interest in the Exercise by making presentations at the Panhandle Region PET Committee (Jerry Bretthauer), the Panhandle Region Medical Response System Leadership Committee (Jerry Bretthauer and Bill Wineman), Local Emergency Planning Committee (Jerry Bretthauer) and All-Emergencies Committee (presentation by Dr. John Spethman)
- Determine players in the Exercise – to include liaison with the CSTs and DSCA representatives, and Dr. John Spethman – Region 21 and Region 23 Emergency Managers indicated they have an interest in being a part of the exercise
- Develop an Exercise Design Team – determine dates, times and locations of the Kick-off Meeting, Initial Planning Conference, Mid-term Planning Conference, Final Planning Conference, an Exercise date and alternate exercise date
- Determine the type of exercise, scope of the exercise, and objectives of the exercise
- Assign Exercise Design Team members tasks needed to complete the Operations Plan

Authorized Equipment List – has been moved to FEMA Lessons Learned Information Sharing (LLIS) website at <https://www.llis.dhs.gov/>

Discussion: Open Meeting Law – need to discuss at the next meeting so that the Bylaws are reviewed for more consistent attendance at PET meetings. Perhaps a proxy assignment would assist this Board in meeting the requirements the bylaws for voting members.

Next Meeting:

The next meeting is January 7, 2013 at Gering and TeleHealth.

The meeting adjourns at 11:26 AM.

Respectfully submitted: Kate Speck