Tri-County Urban Area Security Initiative Working Group

Meeting Minutes
November 8, 2013, 0900 CST
1819 Farnam Street, 3rd Floor, Jesse Lowe Conference Room, Omaha, NE

Meeting comes to order

1. **Introduction of voting members present**
   Larry Lavelle, acting chair, called the meeting to order at 9:06 AM.

First Name	Last Name	Agency	Attendance
Gail	Braun	Omaha Mayor's Office	X
Mark	Conrey	Communications	X
Travis	Harlow	Rural Fire	X
Brad	Hildebrandt	Urban Fire	X
Paul	Johnson	Douglas County	X
Larry	Lavelle	Sarpy County	X
Lynn	Marshall	Emergency Management	X
Kevin	Pokorny	Rural Law Enforcement	X
Bill	Pook	Washington County	X
Tom	Shaffer	Urban Law Enforcement	X
Dennis	Snook	Critical Infrastructure/Key Resources	

   Other in attendance: Melanie Bates (Omaha Mayor's Office), Denise Bulling (Public Policy Center), Scott Crites (City of Omaha), Joseph David (Metropolitan Utilites District), Phyllis Dutton (Omaha Metropolitan Medical Response System), Terry Haese (Omaha Airport Authority), Shavonna Lausterer (Douglas County Health Department), Tom McMahon (United Way of the Midlands), Dustin Rief (Omaha Public Works), Robert Rockwell (Omaha Eppley Airfield Police), Phillip Ruhe (Omaha Mayor's Office), Brian Staskiewicz (Omaha Police Department), Hayley Sutter (Public Policy Center), and Marc Willis (Metropolitan Utilites 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**
   The original minutes identified Steve Oltman as the chair of the working group; this has since been corrected to reflect Marty Bilek as the chair of the working group. Bill Pook made a motion to approve the minutes as presented. Lynn Marshall seconded this motion; the motion passed by consensus.

Discussion Items

1. **Homeland Security Grants Position**
   a. **Reduction of FY2113 SHSG projects - $18,685 (5% of Tri-County FY2013 SHSG $373,705 allocation)**
      The FY2013 SHSG projects need to be reduced $18,685 and reallocated for management and administration; the work group is tasked with determining how much should be deduced from each project. From Project 3: Tri-County Law Enforcement IED Detection, $2,059 can be deducted as the quote from the Open Vision X-Ray was finalized at $62,941 ($2059 less than the original estimate of 65,000); any reduction below $62,941 would effectively eliminate this project. From Project 2: Tri-County Law Enforcement and OMATEWG, $2,020 can be deducted by means of eliminating the OMATEWG PET funding (this reduction would account for roughly 4% of their total budget). Gail Braun proposed a reduction of the TEW, OMMRS, PET, and Law Enforcement projects by an equal percentage in order to meet the necessary $18,685.25 total budget

DRAFT

reduction. If NEMA determines law enforcement funds cannot be reduced, the TEW, OMMRS, and PET projects will absorb the reduction that would have been allocated to law enforcement. Lynn Marshall made a motion, pending the response from NEMA regarding the ability to reduce law enforcement and hazmat funding, to reduce the TEPW, PET, and MMRS projects by 5.67% each in order to meet the 5% overall budget cut; all other projects will remain intact aside from $2020 volunteered by Rural Law Enforcement and Urban Law Enforcement. If NEMA approves budget reduction for law enforcement and hazmat, they will absorb some of the budget cuts so that each project will be reduced by 5%. Travis Harlow seconded this motion; the motion passed by consensus.

b. **Tri-County local match funding - $17,315 (see 11/01/13 memo for more information)**
The total cost of the Homeland Security grants position is $60,000; the City of Omaha is responsible for 40% ($24,000) of the funding and Tri-County is responsible for the remaining 60% ($36,000). Tri-County has agreed to allocate $18,685 in M&A to be applied toward their $36,000, leaving the tri-County cost share at $17,315; payment for this cost-share can either be based on a flat payment with each of the four Tri-County entities paying $4,328.75 or based on population with the City (59% of Tri-County population) contributing $10,215.85, Douglas County (15% of Tri-County Population) contributing $2,597.25, Sarpy County (23% of Tri-County population) contributing $3,982.45, and Washington County (3% of Tri-County population) contributing $519.45. Lynn Marshall went on record to state the continued funding of the Homeland Security grants position is needed due to their responsibilities and tasks. Sarpy County supports the Homeland Security grants position and will support the position regardless of the payment method decided; however, their support is with the per capita payment option. Washington County, Douglas County, and Sarpy County concur and support the per capita payment option. Gail Braun determined the payment will be based off population and requested payment be received by January 31, 2014; invoices will be sent to each Tri-County entity.

DRAFT

Updates and Reports

1. **Tri-County/UASI management & Administration update – Phil Ruhe/Gail Braun**
   a. **FY2010 UASI close out**
   An estimated $31,000 was returned to NEMA from the FY2010 UASI grant; the majority of these funds were unspent PET funding.
   b. **FY2011/FY2012 SHSG NEMA monitoring visit (October 23, 2013)**
   The FY2011/2012 SHSG NEMA monitoring visit occurred on October 23, 2013. A report is expected in the coming weeks.
   c. **FY2011/FY2012 SHSG grant performance period ends January 31, 2014**
   The performance period for the FY2011/FY2012 ends on January 31, 2014. Updated budgets were previously sent out. A PET balance of $2,871 remains in FY2011 grant and $1,597 in the FY2012 grant.
   d. **FY2013 SHSG funding to be formally accepted by Omaha City Council at November 5 meeting**
   The FY2013 SHS grant was approved by the Omaha City Council during their November 5 meeting. The budget with the inclusion of the M&A funds needs to be completed. The FY2013 SHSG grant ends January 2015.
   e. **Inventory verification project**
   The inventory verification project was mandated by NEMA through the Department of Homeland Security Office of the Inspector General. Inventories for the FY2010 UASI grant and FY2011 SHSG have been completed; the remaining inventories from the FY2005 UASI grant to FY2012 SHSG should be completed by December 31, 2013.

2. **Financial update & report – Scott Crites, City of Omaha Finance Department**
   No report.
3. **Cyber Security Project update – Grey Andersen, DotComm**
   No report.
4. **2013 ATAP Conference Report – Rich Lally and Will Nemock, Douglas County Sheriff's Office**
   The Douglas County Sheriff's Office received funding from UASI for two individuals from the Douglas County Sheriff's Office to attend the 2013 National ATAP Conference; Rich Lally and Will Niemack attended the conference and was the first time any individual from the Douglas County Sherriff's Office was able to attend the conference. The conference featured speakers and attendees from across the nation. The speakers and presentations allowed the participants the opportunity to learn new information that can be applied during their daily lives and in their respective professions.

   For the last time, the ATAP Spring Regional Conference will be held in Omaha, Nebraska on March 31-April 2 at the Embassy Suites Downtown/Old Market. Some of the speakers from the ATAP National Conference will be presenting at the Spring Conference. Ron Tunkle, from the FBI's Behavioral Analysis Unit, will present a full day workshop at the conference. Registration fee for the Spring Regional Conference will be around $350 per person for the full conference.
5. **Standing committee reports**
   a. **Emergency Management/Planning, Exercise & Training (PET)** : Lynn Marshall, Sarpy County Emergency Management
      Emergency management continues to meet monthly; however, in November they attended a conference in lieu of holding a meeting. Beginning January 1, 2014 there will be a change in emergency management chair position and the PET sub-committee chair; Washington County will represent the emergency management chair position and Douglas County will represent the PET sub-committee chair. Emergency Management continues to evaluate their assigned PET projects through grant funding. Standard response protocol for active shooter was recently discussed to be presented at the hospital or workplace level; the committee continues to discuss this. The THIRA workshop was on October 23. The THIRA workshop looked at the core capabilities and how to continue to address the core capabilities at the state level and the state strategies were reviewed. ICS classes are being scheduled for February and March, a few senior executive ICS 400 trainings will be held in November. A two-three hour course on radiological monitor training is being scheduled for Sarpy County. Trainings have been scheduled for 2013-2015; however, the training calendar needs to be continually updated as new trainings are scheduled.
   b. **Communications**: Mark Conrey, Douglas County 911 Communications
      The State Patrol signed an interlocal agreement so that all of Troop A will be on the Douglas County radio state and will use their talk group. The state will be putting in a system that will tie all communication centers together and allow interoperability between the Counties without having to switch channels. The OCIO is taking the lead on the FirstNet Broadband grant study to determine how the state will implement broadband. In the future, there will be sub-committees that will provide individuals with the opportunity to identify how 4G should be implemented and what capabilities the broadband network should have. Representatives are strongly encouraged to attend and participate in the committee meetings. The Regionalization Study has been submitted to the politicians for final determination.
   c. **Critical Infrastructure/Key Resources (CIKR)**: Dennis Snook, OPPD reported by Phil Ruhe

DRAFT

CIKR is working to establish a Secure Nebraska or Safe Guard Nebraska group; a brainstorming report from July is available on Google Drive.

d. **Urban Law Enforcement**: Lt. Tom Shaffer, OPD
A proposal to send crisis negotiators to a conference in December was accepted and for one of the four crisis negotiators to attend the conference. OPD participated in the First National Bank exercise in October. OPD in collaboration with the FBI are planning two one-day classes with 50 spots each (20 will be reserved for OPPD officers) on current terrorism and IED, including live demonstrations. The training will likely be held in April 2014. A demonstration on Open Vision for the media is being planned. The SWAT Team was able to access an airplane for exercising. Continued partnership with Habitat for Humanity allows OPD to do tactical training in homes that are set for demolition.

e. **Rural Law Enforcement**: Captain Kevin Pokorny, LaVista PD
All active shooter trainers have been trained; officer training for active shooter has begun. Planning for 2014 trainings has begun. A Homeland Security Professionals Conference was recently held in Orlando; the conference discussed active shooter as a form of domestic terrorism.

f. **Urban Fire**: Brad Hildebrandt, Omaha Fire and Brad Hildebrandt, Omaha Fire Department
The First National Bank exercise was a success and created a positive relationship between First National Bank executives and the first responders and expressed the necessity of a unified command and sole decision maker. Some technical issues need to be resolved; however, overall, it was a great process. A project with Sarpy County, Bellevue Fire Department, Papillion Fire Department, and Omaha Fire Department is tasked with creating standard operating procedures for hazmat and special events that occur frequently so all jurisdictions will respond to the incident in the same manner. A working group of ten people are recreating and revising the SOPs; three meetings have already been held. A singular document will be sent to the locals and ten MOU cities. Some 2012 equipment has been received including updated meters and other equipment.

g. **Rural Fire**: Travis Harlow, Papillion Fire
Backup power supplies that were purchased for the county fire towers have reached their end of life and will need to be replaced. If a power outage hit either the MUD Tower or Elkhorn Tower the dispatching would not be functional.

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

a. **Omaha Metropolitan Medical Response System (MMRS)** – Phyllis Dutton
The full scale evacuation exercise was completed on October 16; all 22 hospitals participated in this exercise. Five different exercises were conducted within the larger exercise including: evacuating patients to the receiving hospitals; rotating individuals through mock patient rooms for triage and test evacuations; a media/PR test of the hospital front desk; and testing of the OMMRS medical table; and photography of the exercise. The hospitals were also testing their incident command centers. Outside evaluators tested each facility. The hot wash for this exercise will be on November 21 from 9:00 AM – 12:00 noon at the Immanuel Medical Center. The Eppley Tabletop exercise on October 25 provided a good learning opportunity. OMMRS has started their inventory verification project and expect to be finished by the end of November or beginning of December. FY2011/FY2012 SHSG funding is being spent out.

b. **Citizen Corps Program** – Tom McMahon, United Way of the Midlands presented by Phil Ruhe
Citizen Corps has not met since the last UASI meeting. The main focus of Citizen Corps currently is Weather Awareness in March. CERT received some funding to do additional training in the next year. OMMRS is offering disaster support life training to Citizen Corps volunteers; this was done with an

DRAFT

online course and an in person course may be offered. Neighborhood Watch is in the process of purchasing equipment. Some Citizen Corps volunteered in the OMMRS hospital exercise, the Eppley tabletop, and assisted the Douglas County Health Department during a September exercise. Psychological First Aid training is scheduled for November 13 and March 6; many EMTs and paramedics have attended this training in the past. The course is free and continuing education units are provided. United Way changed focus with the new CEO to focus on community needs; United Way will continue to operate the Citizen Corps Program but is interested in placing it with another agency.

7. **Public Policy Center Report –** Denise Bulling
   The State Homeland Security Policy Group, which is in the statue to oversee the planning for the state, will continue; however, the state has mandated that it be expanded under the State Homeland Security plan and has charged it as a Senior Advisory Council. The mandatory members of the group include and UASI groups; while Tri-County is not currently a UASI city, recommendation have been made to include the chair of the Tri-County group as a required member of the Senior Advisory Council. Guidelines in the State Homeland Security grant program guidance for 2012 discuss UASI guidance; Tri-County may need to review this guidance in the event they are reassigned as a UASI town. The Senior Advisory Council has to have a charter for the March VISR submission. The group will likely meet at the end of January.

DRAFT

Action Items

1. **Change to FY2013 SHSG Work Plan to include M&A position funding in the amount of $18,685**
   Previously reported under discussion items.

Public Comment

The legislature is discussing increasing the financial limitation on areal suppression or hazmat response before NEMA must be notified from $10,000 to $25,000.

Mark Conrey made a motion to adjourn the meeting. Lynn Marshall seconded this motion; the motion passed by consensus. The meeting adjourned at 10:26 AM.

Upcoming events & next meeting

The next meeting will be held January 10, 2014 at 9:00 am in the Jesse Lowe Conference Room.

Tri-County UASI meetings are scheduled every two months, on the second Friday of those months at 9:00 AM. The 2014 meeting dates are as follows:

Friday, January 10	Friday July 11
Friday, March 14	Friday, September 12
Friday, May 9	Friday, November 14

Agendas and minutes are posted on the Public Policy Centers' Nebraska Homeland Security Planning website at: http://homelandplanning.nebraska.edu/petregions/tricounty.php