



Meeting Minutes The Nevada Homeland Security Working Group

Attendance	DATE	April 29, 2014
	TIME	8:30 A.M.
	LOCATION	USAR Taskforce 1 / FEMA Warehouse 2 nd Floor Conference Room 3955 Pecos Road Las Vegas, NV 89155
	METHOD	Video-Teleconference
	RECORDER	Karen Hall
Working Group Representative		Entity
Stacey Giomi		Carson City
Carolyn Levering		City of Las Vegas
Ryan Turner		City of Henderson
Michael Hernandez		City of Reno
Jeanine D'Errico		Clark County
James Ketsaa		Clark County School District
Jim Pitts		Elko County
Daniel Thayer		Inter-Tribal Council
Nicole Hart		Las Vegas Metropolitan Police Department
(No designation presented by meeting date)		Lyon County
Mark Hall		Nevada Air National Guard
Chad Westom		Nevada Dept. of Health & Human Services
Chris Ipsen		Nevada Department of Administration
Jerome Tushbant		Nevada Department of Public Safety
Richard Nelson		Nevada Department of Transportation
Angela Krutsinger		Nevada Hospital Association
Michael Brown		North Lake Tahoe Fire Protection District
Carlito Rayos		City of North Las Vegas
Bruce Barnes		NV Energy
Rob Reeder		Regional Transportation Commission WC
Jerry Keating		Regional Transportation Commission SNV
(No designation presented by meeting date)		Storey County
Steve Kramer		Southern Nevada Health District
Aaron Kenneston		Washoe County
Tracy Moore		Washoe County School District
Darin Balaam		Washoe County Sheriff's Office
Russell Peacock		White Pine County
(No designation presented by meeting date)		Northeastern Nevada
Paul Donohue		Southeastern Nevada
Carol Shank		Western Nevada
Administrative Agent Representatives		Entity
Chris Smith		State Administrative Agent
John Steinbeck		Urban Area Administrative Agent
Legal Representative		Entity
Samantha Ladich		Nevada Attorney General's Office
Analyst/Staff Representative		Entity
Karen Hall		Nevada Division of Emergency Mgt.
		x

1. CALL TO ORDER AND ROLL CALL

Chief Christopher Smith, State Administrative Agent (SAA) called the meeting to order. Karen Hall, Nevada Division of Emergency Management and Homeland Security (NDEM/HS) performed roll call. Quorum was established for the meeting. Chief Smith welcomed the Homeland Security Working Group (HSWG) in addition to expressing his gratitude to those individuals within the Clark County Emergency Management (CCEM), the NDEM, and the Nevada Office of the Attorney General's Office for the immense amount of work done to prepare for this meeting. Chief Smith also expressed appreciation to both the State of Nevada's Information Technology department and Clark County's Information Technology department for their assistance as well. The Chief emphasized the commonalities that all of the HSWG shared, with the goal of facilitating thoughtful examination of the priorities provided by the Nevada Commission on Homeland Security (NCHS). A brief instruction was provided regarding the meeting materials provided on iPads and in hard-copy.

2. PUBLIC COMMENT

Chief Smith called for public commentary. No commentary noted in either venue.

3. APPROVAL OF MINUTES

Chief Smith called for a motion to approve the meeting minutes from the previous Homeland Security Working Group (HSWG) meeting held April 14, 2014. Motion to approve presented by Ryan Turner, City of Henderson with a second by Russel Peacock, White Pine County. All were in favor with no opposition. Motion passed unanimously.

4. HOMELAND SECURITY GRANT PROGRAM (HSGP) OVERVIEW

Chief Smith introduced Kelli Anderson, NDEM to review this agenda item. Ms. Anderson referred to the Financial Overview provided to all working group members. Ms. Anderson explained the tracking mechanism at NDEM for monitoring projects as well as fiscal year balances from Federal Fiscal Year (FFY) 2011, 2012, and 2013. Emphasis was placed on FFY2013, just over \$20,000 has been received in claims, so there is still a large amount of money in that year to spend. Chief Smith inquired when the FFY2013 funds were awarded with Ms. Anderson indicating awards were pushed out in mid-October 2013.

Chief Smith opened discussion on what the definition of a "statewide project" should be for Nevada, indicating that as funding levels decrease, it is important for Nevada to define what it means for a project to be considered a "statewide" project. Considerable discussion from the working group included input as follows:

- Inquiry by Chief Steinbeck on whether there was a formal description defining what a statewide project is. It was noted that the Federal Emergency Management Agency (FEMA) allows states to define what statewide projects encompass;
- Input from Dr. Aaron Kenneston, Washoe County, defining statewide projects as collaborative in nature, benefitting the whole community across jurisdictional boundaries;
- Input from Nicole Hart, Las Vegas Metropolitan Police Department (LVMPD), adding to Dr. Kenneston's input by including the building of regional capabilities; Ms. Hart included as long as the description aligns with the NCHS priorities, grant guidance, and to a degree, with the heat map included in the State Preparedness Report (SPR), it still is not possible to cover every county and city with every project.
- Input from Chief Michael Hernandez, City of Reno, focusing on outcome and benefit to entire state regardless of the project;
- Input from Chris Ipsen, Nevada Department of Administration (NDOA), focusing on the including of more descriptive language defining community or region. This prompted discussion on whether the Nevada Department of Transportation (NDOT) regions be specific or not, with concern that Nevada has not formally adopted region descriptors. Chief Smith indicated for the purposes of discussion, the HSWG can decide what it believes to be a region, with concurrence from Samantha Ladich, Senior Deputy Attorney General, Nevada Attorney General's Office.

Official Minutes – Approved at the April 14, 2015 HSWG Meeting

- Input from Daniel Thayer, Inter-Tribal Council that the Inter-Tribal Emergency Response Commission (ITERC) would fall underneath the state due to outreach to tribes throughout Nevada;
- Input from Ryan Turner, City of Henderson, indicating that the goal should be to represent the state, and how the project benefits the state and its citizenry;
- Input from Lt. Colonel Mark Hall, Nevada Air National Guard, stressing investment and outcome of projects submitted;
- Input from Jeanine D'Errico, Clark County in that this should be about access derived from benefits of these projects, not the benefits derived themselves.
- Chief Jerome Tushbant, Department of Public Safety indicated that outcome should be objectively measurable, and there are many different critical infrastructure issues between the north and south warranting a formula that is just not population based.
- Carlito Rayos, City of North Las Vegas indicated that the “why” is important in the outcome as well.
- Chief Smith emphasized that historically, decisions have not been made due to population base, but overall impact to the state.
- Dr. Kenneston added that population has to be a factor enhancing the greatest good for the most people.
- Chris Ipsen also agreed that measurable benefit needs to affect the majority of people in the state by reducing risk, being representative, having a geographic component, and finally the state must benefit from the project.

As a result of the working group discussion a motion was made by Ryan Turner as follows to define what a “statewide” project is in Nevada:

“A measurable outcome that results in the reduction of risk that benefits the population for the state of Nevada, in part, or in whole.” Nicole Hart seconded the motion.

Further discussion included the removal of the “in part, or in whole” reference. As a motion was presented, Chief Smith called for a vote on the motion. All were not in favor, and those opposing the definition included the following entities: Nevada Department of Public Safety, Nevada Department of Health and Human Services, NV Energy, and the Nevada Department of Administration. All other entities voted in favor. As a result of majority approving the motion, motion passed.

5. URBAN AREA WORKING GROUP (UAWG) MEETING REVIEW

Chief Steinbeck, Urban Area Administrator (UAA) LVMPD briefed the HSWG on the UAWG meeting that occurred April 27, 2014. Chief Steinbeck noted the cooperative effort displayed between urban area entities. A summary of those projects that did pass was read into record and included:

<u>Project Name</u>	<u>Funding Approved</u>
Metropolitan Medical Response System (MMRS) - UASI	\$178,080
North Las Vegas Analyst for Fusion Center	\$89,183
Southern Nevada Counter Terrorism Center (SNCTC)	\$384,137
Statewide COOP and Government Sustainment	\$130,000
Communicator Enhancement	(During the working process, funding was found, and this project was worked out within the UAWG)
Southern Nevada All Hazards Incident Management	\$16,499
Southern Nevada CERT	\$152,100
Southern NV Fire Operations Hostile MCI	\$1.00

Chief Steinbeck said that although projects did make the funding cut, there are still issues and projects that need additional funding, and are still on the table for further funding needs. The Chief stressed the importance of communication projects in particular. The UAWG made significant reductions in project requests.

Chris Ipsen inquired on the project noted for \$1. Chief Steinbeck spoke to the reasoning behind this project request, speaking to police having armor, but medical not having that benefit. The idea was to have the IJ ready to go in order to apply for deobligated funds when they became available. Chris Ipsen spoke to this idea being forward leaning.

6. REVIEW OF STATEWIDE COMMUNICATIONS PROJECTS

George Molnar, Statewide Interoperability Coordinator (SWIC) spoke to the process and criteria used to rank communications projects indicating how the HSWG can use such information to rank projects. Mr. Molnar read into record the criteria used to measure these projects, speaking to the importance of interoperability. Dr. Kenneston spoke to the difficulty in drilling down into the details on these projects, speaking specifically to a repeater that NDOT had placed in Mesquite that is supposed to be accessible by everyone. Dr. Kenneston agreed that narrowbanding was an organization's responsibility. Chris Ipsen also inquired on what capacity exists within the state should there be a statewide communications failure. Mr. Molnar indicated there are multiple plans, satellite phones, radio networks, MOU's with other bodies like amateur bodies, commercial wireless, etc. These assets are deployable on an incident or statewide basis.

Working group took a 15 minute break at 10:10 a.m., resuming meeting at 10:25 a.m.

7. DISCUSSION OF PROJECT PROPOSAL MODIFICATIONS AND BUDGETS

Kelli Anderson briefed the HSWG on the process of this agenda item with focus on any modifications made to proposed projects since the April 14, 2014 HSWG meeting in addition to ensuring both budgets and grant criteria are closely monitored during discussion. Project presenters briefed the HSWG on any changes to their projects, with a brief summary of what transpired below:

Project A: Advanced Persistent (Cyber) Threats Project; Chris Ipsen, Nevada Department of Administration (NDOA).

- No questions were presented on this project.

Project B: Washoe County Sheriff's Office – Cyber Security; Captain Frank Schumann, Washoe County Sheriff's Office (WCSO).

- No questions were presented on this project.

Project D: Nevada Threat Analysis Center (NTAC) – Fusion Center; Lieutenant Ryan Miller, Nevada Department of Public Safety (NDPS).

- No questions were presented on this project

Project E: Southern Nevada Counter Terrorism Center (SNCTC); Captain Chris Jones, LVMPD.

- Kelli Anderson indicated that the travel budget needed clarification to avoid management issues in post award.
- Dr. Kenneston inquired on the amounts of funding allocated to fusion centers overall questioning investing another \$800,000 across the state.
- Captain Jones spoke to the UASI allocation and how discussion on funding for two fusion centers keeps coming up due to expanse of geography. Captain Jones briefed the HSWG on the Southern Nevada Counter Terorism Center's (SNCTC) current state, indicating that Sheriff Doug Gillespie, LVMPD funds 66 of the 94 positions available. Lt. Miller discussed the issues currently with the Nevada Threat Analysis Center (NTAC).
- Carolyn Levering, City of Las Vegas inquired on which projects took cuts at the UASI meeting on April 28, 2015. The HSWG discussed those projects at length encompassing topics of baseline capability sustainment and entity's building flexible budgets to allow less burdon on state funding.

Project F: City of Las Vegas Communicator Enhancement; Carolyn Levering, City of Las Vegas.

- Project was withdrawn from SHSS per Ms. Levering.

Project G: Public Warning and Public Information; Dr. Aaron Kenneston, Washoe County.

- No questions were presented on this project.

Project H: S.P.A.R.T.A.N. Schools Prepared And Ready Together Across Nevada; Dr. Aaron Kenneston, Washoe County.

- Dr. Kenneston spoke to this request asking for funding to mitigate terror in schools.

Project I: Advanced CBRNE Detection & Decontamination – ARMOR Task Force; Doug Huffmaster, LVMPD.

- Kelli Anderson requested a breakdown on the 12 months in regard to warranty to ensure there is enough detail for performance.
- ARMOR inquired on when FFY14 funding expires. Ms. Anderson indicated that depending on the date of grant award, projects have 18 months to spend down the money, but only as 12 month performance period, stressing that anything on a month to month basis has 12 months, but procurement will be 18 months.

Project K: Homeland Security Working Group Process; Kelli Anderson, NDEM/HS.

- No questions were presented on this project

Project L: Statewide NIMS / Preparedness; Paul Burke and Kelli Baratti, NDEM.

- Kelli Anderson spoke to the increase shown on this project, indicating that this project was combined with Tribal NIMS (National Incident Management System). Gina Marotto, ITCN also spoke to this project.

Project M: Statewide Citizen Corps Council; Valerie Sumner, NDEM/HS

- No questions were presented on this project.

Project N: Douglas County CERT Program; Valerie Sumner, NDEM/HS.

- No questions were presented on this project.

Project O: Mass Fatality Preparedness; John Fudenberg, Clark County.

- No questions were presented on this project.

Project P: Northeast Nevada Citizen Corps/CERT Program; Mary Ann LaFoon, Elko County.

- No questions were presented on this project.

Project R: Washoe County TRIAD Regional Hazardous Materials Team Capability / Sustainment; Captain Joe Nishikida, Reno Fire Department.

- Kelli Anderson inquired if this is a deployable project, with Captain Nishikida indicating that all equipment is through EMAC, and equipment is deployable. Deployments have been to numerous counties.
- Bruce Barnes inquired on the amount of multi-gas monitors originally purchased, with discussion on ensuring no supplanting was involved. Kelli Anderson indicated this project did not appear to be supplanting.

Project T: Metropolitan Medical Response System (MMRS); Chris Sproule, Las Vegas Fire and Rescue

- Mr. Sproule will withdraw this request; funded through UASI.

Project U: Southern Nevada CERT; Rick Diebold, City of Las Vegas

- No questions were presented on this project.

Project V: Washoe County Sheriff's Office – Citizen Corps Program; Assistant Sheriff Darin Balaam, Washoe County Sheriff's Office.

- Kelli Anderson indicated that breakdown of project is not compliant currently, and items 11 through 13 have to be provided by the jurisdictions.

Project X: Southern Nevada All Hazard Incident Management Team; Chief Larry Haydu, Clark County Fire Department

- Chief Haydu lowered this request to \$8,500.

Project Y: Statewide Continuity of Operations & Government Sustainment Project; Irene Navis, Clark County Fire Department.

- Irene Navis reduced this request to \$130,000.

Project EE: 800 MHz Interoperability – No Presenter.

- No questions were presented on this project.

Project FF: Interoperability Radio Upgrade P25 Phase II; Julie Black and Lester Lewis, Clark County.

- No questions were presented on this project.

Project II: Statewide Interoperability Coordinator; Rick Martin, NDEM/HS.

- No questions were presented on this project.

Project JJ: Northeast Urban Area Operational Communications Controller and Consoles Project;

Richard Resnick, City of Mesquite

- No questions were presented on this project.

Project KK: Northeast Urban Area Operational Communications Site Repeater; Richard Resnick, City of Mesquite.

- No questions were presented on this project.

Project LL: Regional Dispatch Backup Enhancement; Karl Nieberlein

- Mr. Nieberlein indicated that upon initial submission, some assumptions were made on technology that would be required. Since then, one particular piece of technology will not be required, so he is reducing this request to \$552,000.

Project MM: HSGP Support and Public Information; Irene Navis, Clark County Fire Department.

- Irene Navis indicated that this project fell below the line during the UASI meeting, however she would like to keep the \$60,000. Request open on the SHSP side.

8. HOMELAND SECURITY WORKING GROUP (HSWG) RANKING OF PROPOSALS AND BUDGET FUNDING DISCUSSION

Chief Smith opened discussion on the ranking process associated with proposed HSGP projects. Project rankings were read into record by each HSWG member in attendance, and catalogued by NDEM staff. Once rankings were read into record, the HSWG broke for lunch, and ranking sheets were posted in both venues for public review. NDEM staff prepared final rankings during this break. Upon returning from break, the HSWG deliberated on the initial ranking of projects.

Kelli Anderson read into record final rankings and amounts approved for recommendation as noted below:

Rank	Project	Total Funded
1	Project E - Southern Nevada Counter Terrorism Center (SNCTC)	\$710,577
2	Project D - Nevada Threat Analysis Center (NTAC) – Fusion Center	\$451,680
3	Project A - Advanced Persistent (Cyber) Threats Project	\$558,478.52
4	Project H - S.P.A.R.T.A.N. Schools Prepared And Ready Together Across Nevada	\$112,500
5	Project B - Washoe County Sheriff's Office – Cyber Security	\$205,238
6	Project G - Public Warning and Public Information	\$255,000
7	Project Y - Statewide Continuity of Operations & Government Sustainment Project	\$75,000
8	Project K - Homeland Security Working Group Process	\$36,940
9	Project L - Statewide NIMS / Preparedness	\$469,457.48
10	Project I - Advanced CBRNE Detection & Decontamination – ARMOR Task Force	\$258,500

Official Minutes – Approved at the April 14, 2015 HSWG Meeting

<u>Rank</u>	<u>Project</u>	<u>Total Funded:</u>
11	Project M - Statewide Citizen Corps Council	\$9,150
12	Project R - Washoe County TRIAD Regional HazMat Mat.Team Cap / Sustainment	\$157,065
13	Project P - Northeast Nevada Citizen Corps/CERT Program	\$58,775
14	Project X - Southern Nevada All Hazard Incident Management Team	\$8,500
15	Project U - Southern Nevada CERT	\$25,637
16	Project V – Washoe County Sheriff's Office – Citizen Corp Program	\$35,000
17	Project N – Douglas County CERT Program	\$19,500
18	Project II - Statewide Interoperability Coordinator	\$99,352

Total of all submissions ranked above represented balanced budget of \$,3,546,350. Included in this ranking were additional concessions made by Washoe County Sheriff's Office and NDEM in order to move both the Washoe County and Douglas County CERT programs above the red line. The remainder of the rankings will be looked at as deobligated funding becomes available. Mr. Rayos asked that the SWIC recommendation be included as consideration, even though not listed as a priority. Kelli Anderson asked for clarification on whether unfunded projects be looked at for further reduction, or presented as is. Chief Smith indicated that projects would be looked at as presented, and in the order ranked, should deobligated funding become available.

9. HOMELAND SECURITY WORKING GROUP (HSWG) VOTE ON FINAL RECOMMENDATION

Chief Smith opened discussion on a final vote recommending funding for projects presented to the HSWG for future consideration and approval by the Finance Committee and the NCHS respectively. Accept spreadsheet incl prior funding as prioritized with deobligation funding as it becomes available. Spreadsheet supplied to the northern venue as requested. Motion presented by Chief Hernandez, and second provided by Chad Westom. All were in favor with no opposition. Jeanine D'Errico inquired that for next fiscal year, is there a reason the SWIC is not covered under Management and Administration (M&A)? Chief Smith indicated the SWIC function does not directly support the grant, and M&A covers specific grant administration. Kelli Anderson specified that M&A pays for post management, and the SWIC is programmatic in function and therefore not eligible.

10. NEXT STEPS IN THE HOMELAND SECURITY GRANT PROGRAM (HSGP) PROCESS

Chief Smith briefed the HSWG on the steps required moving forward with the HSGP process including deliverables and important due dates. Kelli Anderson spoke to the changes in the IJ process presented from the Department of Homeland Security this year, emphasizing that project management is key this year, and each IJ must be broken down by projects. Each IJ may have up to 10 projects. NDEM staff will be working closely with project managers to accomplish this request from DHS.

11. PUBLIC COMMENT

Chief Steinbeck expressed he was impressed by the amount of projects funded today including the amount of cooperation shown with the process. The Chief emphasized that the spirit of this cooperation continue so that efficiencies can be improved throughout the state. George Molnar also expressed his thanks to the working group in funding the SWIC Program. Mr. Molnar spoke to upcoming communication workshops over the next weekend. Chris Ipsen inquired if this group can agree, with respect to communications, that this information needs to be presented to the Governor's office, that would be beneficial as the federal government cannot solve all problems. All emergencies are local, and the state needs to speak with a unified voice. Ryan Turner expressed support in having the SWIC as a full time position. Chief Smith thanked the HSWG for the hard work and dedication presented during the meeting and in moving this process forward.

12. ADJOURN

Chief Smith called for a motion to adjourn. Ryan Turner motioned to adjourn with Nicole Hart seconding the motion. All were in favor with no opposition. Meeting adjourned.