



Minutes Nevada Homeland Security Commission Finance Committee Meeting

ATTENDANCE

DATE	March 14, 2012
TIME	2:00 PM
LOCATION	555 E Washington, Las Vegas NV 101 Carson St, Carson City NV
METHOD	Videoconference
RECORDER	Selby Marks

Committee Members	Present	Staff & Others in Attendance	Present
Doug Gillespie, Chairman	X	Christopher Smith, Chief DEM	X
Bill Welch		Irene Navis, Clark County Emergency Manager	X
Stacey Giomi	X		
Doug Stevens			
Carolyn Levering	X		
Kyle Devine	x		
Angela Krutsinger	X		
Stan Smith	X		
Adam Sandler			
Terry Bohl	X	Selby Marks, Homeland Security Commission Staff	X
		Samantha Ladich, Senior AG representative to the Commission	X

ITEM 1 -- CALL TO ORDER AND ROLL CALL

At 2:00 PM Chairman Gillespie called the meeting to order. A roll call was held and it was determined that there was a quorum present.

ITEM 2 -- COMMENTS BY THE CHAIRMAN AND PUBLIC COMMENT

Chairman Gillespie expressed his thanks to the Committee members for being present and moved the meeting to Public Comment.

ITEM 3 -- PUBLIC COMMENT

Chairman Gillespie asked if there was any public comment in Las Vegas or Carson City and hearing none moved to the next item on the agenda.

ITEM 4 -- APPROVAL OF MINUTES

Chairman Gillespie asked if there were any comments on the minutes of the October 12, 2012 Finance Committee meeting. The Chairman hearing no comments he entertained a motion to approve the minutes. Ms. Krutsinger made a motion to approve and Mr. Smith seconded the motion.

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ITEM 5 -- REQUEST TO REALLOCATE HOMELAND SECURITY GRANT PROGRAM (HSGP) FUNDS

Chairman Gillespie presented each of the 4 reallocation requests to the committee.

NCHS-31: Lt. Russ Peterson, Program Manager, presented this request from the Washoe County Sheriff's Office (WCSO) for Advanced IED/WMD to the Committee. Lt. Peterson discussed the original allocation for \$150,000 was designated to purchase a support trailer, a "tactical trailer." He said that after review and consideration of the financial situation with the county, new policies and the need to do things differently, that the original intent for the trailer was not the most appropriate use at this time. The greater need is for a tactical response vehicle that can be used by both tactical teams and the regional bomb squad and as a resource to the entire region. The vehicle is used/refurbished. Chairman Gillespie asked if the tactical trailer was purchased, and Lt. Peterson responded that he trailer was not purchased. Chairman Gillespie followed up by asking if the tactical trailer and the refurbished vehicle are the same cost. Lt. Peterson said that the refurbished vehicle can be purchased for \$125,000 to \$140,000, and with cross country shipping charges the total cost would be approximately \$150,000. Chairman Gillespie asked about eth life span of the vehicle and if the WCSO intended to pay for maintenance and upkeep on eth vehicle. Lt. Peterson responded saying that the WCSO will pay for the upkeep and that the lifespan of the vehicle is 20 years. He also added that the timeline to get the vehicle would be quick since the manufacturer has several refurbished models in inventory, adding that this purchase would also require County Board approval of a sole source, but that this is not a problem in the timeline to purchase the vehicle. Chairman's Gillespie asked if there would be any problems with purchasing the vehicle based on the grant timeline, and he was told there was no problem meeting the grant deadline. Chairman Gillespie reminded the Committee and the public that he is a non-voting member and asked if there were any other questions. Ms. Levering motioned to approve the request, Chief Giomi seconded the motion. Hearing no further comments or discussion the reallocation request passed unanimously.

NCHS-32: Lt. Russ Peterson, Program Manager, presented this request from the Washoe County Sheriff's Office (WCSO) for Statewide Citizen Corps to the Committee. Lt. Peterson discussed the need for a new command post to support the citizen corps program and its community. This command post will support the needs of the Citizen Corps members to engage with the public and community as well as responding to disasters. The command post has old equipment and is in need of an upgrade to remaining functional. He also added that the Citizen Corps is the face of the Sheriff's Office and fro outreach it is important to have a fully functional command post. Ms. Krutsinger commented that the budget request that was submitted looks different from the submitted budget and asked for clarification of the changes. Kelli Anderson with the Division of Emergency Management (DEM) pointed out the one part of the change is in equipment and the other change allocation is in planning, with the cumulative net result being the amount reflected in the change request. Ms Krutsinger questioned the items under planning and asked if the original deliverables for course facilitation will still be accomplished. Lt. Peterson said that the funds being reallocated are "left over" after completing the original deliverables and that the original intent of the Investment Justification (IJ) will still be met. Chairman Gillespie aside why an exiting command post could not be used instead of purchasing a new one. Lt. Peterson said that using an exiting command posit is possible, but that the intent of this project change request (PCR) is to do two things, to address the tactical regional issue and also refurbish the existing command post, not purchase a new structure. Chairman Gillespie ask if the item was originally purchased with Homeland Security Grant Program (HSGP) dollars. Lt. Peterson replied that the exiting post is 10 years old and probably not purchased with HSGP funds. Chairman Gillespie asked for verification that the program administration and course administration elements in eth budget from which the funds are being allocated will still be accomplished and Lt. Peterson stated that to the best of his knowledge all program activities would be accomplished. Ms. Levering asked how the PCR will impact requests for the upcoming 2012 grant, if the WCSO will be reducing their request based on demonstrated inability to expend exiting funds. Lt. Peterson conferred with the new program manager (he has since moved to a different assignment) and the new program manager acknowledged that the 2012 budget request will be

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reduced. Chairman Gillespie asked if there were any other questions. Chief Giomi motioned to approve the request, Ms. Krutsinger seconded the motion. Hearing no further comments or discussion the reallocation request passed unanimously.

NCHS-33 David Bates, Program Manager presented this request from the City of Las Vegas for Advanced IED/WMD to the Committee. The request is to move funds out of the training category to equipment to purchase a carbon-fiber pan disruptor. He added that under federal guidelines, bomb squads are supposed to be working closely with SWAT teams in a tactical environment. This device will allow the tactical squad to provide support in a SWAT environment. He pointed out that the PAN disrupter being requested is much smaller and lighter than the current use version and that the system is similar to the ones being used so that exiting rounds and be utilized. Mr. Bates went on to discuss the small robot surveillance system that is part of this change request, pointing out that the robot is unlike anything available in the Valley being that it is much smaller in size than the existing robots being used. Chief Giomi asked about the per unit cost of the disruptor. Mr. Bates replied that the per unit cost is \$2,500. Chief Giomi also asked if these are single use items, which he was told is not the case, the disruptors are multi-use items. Chairman Gillespie asked if it is a requirement for work being described to collaborate between the bomb unit and the SWAT unit. Mr. Bates replied that the bomb squad would be providing secondary support in its role with a SWAT or tactical team environment. Chairman Gillespie asked if Mr. Bates' unit is working and training with his SWAT team, which he was told does happen along with WCSO and all other local SWAT teams. The Chairman asked if this is a new item and if this would create a problem with DHS should the change request not fit with the existing projects guidelines. Mr. Bates responded that the new equipment does not represent a new project that it fits in with the existing project goals. Ms Krutsinger asked about the MD 80 training conducted with TSA. Mr. Bates stated that the robot being purchased is small enough to navigate the narrow isles in an MD 80, which is not possible with the existing larger robots. Ms. Krutsinger suggested that on the budget request form that it be changed to indicate 9 disruptors, the form presented only shows "a disruptor." Ms. Krutsinger mentioned the warning from DHS about purchasing robots. Kelli Anderson added that this PCR will require final DHS approval due to the request for a robot. Mr. Bohl's reminded the Committee that at the last Working Group meeting that the directive went out to remove robots from the requests. He added that now it appears a robot is being added back in to a prior year request. The Chairman wasn't sure if Mr. Bohl's recollection was correct, the he asked for the timeline to purchase the robot. Mr. Bates said he can make the purchase based on the deadline. Chairman Gillespie asked if there were any other questions. Mr. Smith motioned to approve the request, Ms. Levering seconded the motion. Hearing no further comments or discussion the reallocation request passed unanimously.

NCHS-34: Dr. John Middaugh presented this request from the Southern Nevada Health District to the Committee. Dr. Middaugh opened by stating that he is making a PCR to "fine tune" the allocation of some of the funding for the Isolation and Quarantine to align it with the work being conducted. He stated that the original budget provided for a full time attorney with the district, but that the district has instead relied on a contract attorney. He added the bench book has been met and that he is working with a judge to determine the legal procedures necessary should it be necessary to isolate and quarantine someone. Second component is the use of a two way monitoring device that can be used on an individual who is under quarantine. The device is almost impossible to remove and can send a voice message to tell the wearer that he/she is going too far and must return home. Dr. Middaugh also discussed wanting to repurpose some of the funding to conduct an exercise. The original funding request included rent and other operating costs that the District now will pick up which frees up the funds for another purpose. He mentioned that the project is on time and on budget. Ms. Krutsinger asked if the request is for an extension because this is stated on the PCR, however, Dr. Middaugh responded that he was not requesting an extension at this time. Ms. Krutsinger questioned the \$115,000 for the exercise that will be conducted in 2013, and commented that she has never seen an exercise cost so much. Dr. Middaugh stated that at the time he submitted the budget request he asked about the

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cost of the exercised and received positive comments that the cost was appropriate to the expectations. He also added that he felt that combining the exercise between the two project would be cost efficient. Mr. Bohl asked about the out of state line item. Dr. Middaugh responded that many of the people who are under quarantine skip over state and country borders and that it makes sense to include other state's epidemiologists, Tuberculosis experts and others from the Centers for Disease Control (CDC) to participate in the exercise. The plan is to have a technical workshop to work on Memorandum's of Understanding that can be executed to address cross boundary issues. Chief Giomi asked for Dr. Middaugh to comment on specific language in the PCR the narrative about contract attorney time. Dr. Middaugh explained that the original project anticipated that the District was going to hire two new attorneys to do the work. However, this did not happen and when the staff attorney became overburdened the District contracted with a law firm to continue the project's work. Chief Giomi questioned the process and wondered if the District might be supplanting. Kelli Anderson stated that she advised the District that they could not provide support to a federal entity with Grant funds, such as the CDC. Chairman Gillespie asked for more information on the exercise and why the high cost. Dr. Middaugh stated that he expects that the planning of the exercise will take several days as will the exercise itself. Sheriff Gillespie asked if any of the Committee members who have experience with exercises to advise if this request appears reasonable. Irene Navis, Clark County Emergency Manager, stated that this exercise would have ongoing benefits because it includes train the trainer component. She also advised that a full scale of this type has many components that need to be considered and added that the proposed exercise is HSEEP compliant. Ms. Navis advised that as the UASI Administrator she finds the proposed exercise acceptable and that the two projects (NCHS 34 and NCHS 36) combine funds to support this exercise, which provides a "bigger bang for the buck." Chief Giomi asked if the exercised had to be completed by July 30 of this year. Kelli Anderson pointed out that the funding comes from the FY 2010 grant and can extend into 2013. Chief Giomi commented that he finds that from the scale of the proposed exercise, the train the trainer, and other aspects of the request, that the amount of money being requested is appropriate. Ms. Krutsinger asked about how the money is being moved in the request, specifically how can an exercise be done without a plan. Dr. Middaugh stated that the bench book that is completed is the plan and basis for the exercise. Chairman Gillespie asked if there were any other questions. Ms. Levering motioned to approve the request, Mr. Devine seconded the motion. Hearing no further comments or discussion the reallocation request passed unanimously.

NCHS-35: Dr. John Middaugh presented this request from the Southern Nevada Health District to the Committee. Dr. Middaugh discussed the PCR to reprogram about \$400,000 and that the original funding request anticipated considerable proprietary software costs that did not occur, which is how these funds are now available. In the process of searching for the software solution, Dr. Middaugh discovered through a statewide needs assessment that the state of Utah had invested in developing an open source program that fit the needs of the Health District epidemiological project. The open source software provided considerable cost savings. Irene Navis, Clark County Emergency Manager, pointed out to Kelli Anderson, DEM, that Ms. Navis's signature was missing on the PCR, but that the signed copy does exist with the DEM. Chief Giomi asked if the licensed software being used by the District is available to the rest of the state. Dr. Middaugh states that the software is open source and available to anyone to use, but that the hardware is geared primarily to the data needs of the Southern Nevada Health District. Ms. Krutsinger commented that the project as it is presented is primarily a Southern Nevada project and that any adoption for a similar statewide project would cost millions of dollars that the state does not have at this time. Mr. Devine commented that it is good to have such a robust system in Southern Nevada and that it may someday be feasible to incorporate the system statewide. Ms. Krutsinger asked about the change request going to equipment, where the equipment will be located, who gets the equipment, and who will maintain it. Dr. Middaugh said that the equipment will be located at the Southern Nevada Health District and that the equipment will be maintained by District IT staff. Ms. Krutsinger noted that all IT costs were removed from the PCR. Dr. Middaugh said that the costs will be absorbed by the District. Ms. Krutsinger states that absorbing the costs directly is something that should be included in the change request.

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Chairman Gillespie asked if there were any other questions. Mr. Devine motioned to approve the request, Ms. Levering seconded the motion. Hearing no further comments or discussion the reallocation request passed unanimously.

NCHS-36: Paul Burke presented this request from the Division of Emergency Management to the Committee. Mr. Burke discussed the change request to move funds from the exercise line item that were originally allocated to the National Level Exercise 2010. The move of funds will provide contract and training support to the Division to teach and support current and future training classes. Mr. Burke cited that the DEM training division has seen a 133% increase in requests for training and other course activity from the prior year. He mentioned that an increasing number of classes are being conducted in the field and other local agencies. The need for equipment as indicated in the PCR will be used to develop media to support current and new training activities. Mr. Bohl asked if some of the funding will be used to pay contractors. Mr. Burke stated that it would be use in part to pay training contractors. Ms. Krutsinger asked for clarification on the simulator system. Mr. Burke said that the DEM would like to produce videos and other media that can help with statewide training efforts. The simulated aspect will allow trainers to create scenarios and augment training tools to provide an enhanced and more realistic training environment specific to the top and audience. One goal is to build up the media capabilities so that contract off-site training costs can be reduced. Mr. Burke pointed out that the equipment cost is a one time cost and that the equipment can be used over a number of years to produce these videos and other media. Mr. Bohl commented that he appreciate the training DEM has recently brought to several of the tribes across Nevada, and said that the training has been excellent. Chairman Gillespie asked if there were any other questions. Mr. Bohl motioned to approve the request, Ms. Krutsinger seconded the motion. Hearing no further comments or discussion the reallocation request passed unanimously.

ITEM 6 -- PUBLIC COMMENT

Chairman Gillespie asked if there was any public comment in Las Vegas or Carson City. Seeing none he moved to the next agenda item

ITEM 7 -- ADJOURNMENT

Mr. Smith made the motion and it was seconded by Ms. Krutsinger, the motion passed unanimously and the meeting was adjourned.

Meeting notes completed by Selby Marks, for questions call (775) 687-0300 or email smarks@dps.state.nv.us