

Central Oklahoma
Urban Area Security Initiative (UASI)

BUDGET SUBCOMMITTEE MEETING

Tuesday, April 14, 2009 @ 1:30 p.m.
Association of Central Oklahoma Governments (ACOG)
21 E. Main Street, Suite 100
Oklahoma City, Oklahoma 73104

AGENDA

I. CALL TO ORDER (Attachment I)

II. INTRODUCTIONS

III. APPROVAL OF MINUTES FROM THE MARCH 17, 2009 MEETING
(Attachment III)

Action Requested: Motion to approve minutes from the March 17, 2009 meeting.

IV. STATUS OF FFY 06 & FFY 07 UASI GRANT FUNDS

INFORMATION: ACOG will provide the Budget Subcommittee an update on the current status of FY 06 and FFY 07 UASI grant funds.

Action Requested: As desired by the Budget Subcommittee.

V. REVIEW AND APPROVE FFY 06 AND FFY 07 BUDGET DETAIL WORKSHEETS (BDWS) SUBMITTED TO ACOG

A. Fencing for MMRS Med & Public Health (2007)

B. 2009 National UASI Conference for All Hazards (2007)

INFORMATION: Projects Points of Contact will provide information to the Budget Subcommittee on any Budget Detail Worksheets submitted to ACOG.

Action Requested: Motion to approve individual BDWs.

VI. DISCUSS AND CONSIDER FOLLOW-UP ACTION TO LETTER FROM KERRY PETTINGILL (Attachment VI)

INFORMATION: Kerry Pettingill, Director of the Oklahoma Office of Homeland Security, wrote a letter to Don Lynch regarding the request to purchase a boat for the Oklahoma River and dive team equipment for Edmond. Those purchases were denied.

Director Pettingill is encouraging the Budget Subcommittee to review the grant guidance and consider whether funding requests that are presented truly meet the definition of Regional Collaboration.

Action Requested: As desired by the Budget Subcommittee.

VII. POLICIES AND PROCEDURES FOR THE BUDGET SUBCOMMITTEE

INFORMATION: Brook Arbeitman will ask for volunteers from the Budget Subcommittee who will draft a set of Policies and Procedures for this Subcommittee. Steve Almon will oversee this project.

Action Requested: As desired by the Budget Subcommittee.

VIII. OTHER DISCUSSION ITEMS

IX. ADJOURN



association of central oklahoma governments

ATTACHMENT I

Chair Willa Johnson
Oklahoma County Commissioner

Vice-Chair Kathy Walker
Nichols Hills Mayor

Secretary/Treasurer Mark Sharpton
Logan County Commissioner

Executive Director
John G. Johnson

DATE: April 8, 2009

TO: Central Oklahoma Urban Area Security Initiative Budget Subcommittee

FROM: Diane McCullough, Grants Program Manager

SUBJECT: Appointment of New Chair and Vice Chair of the COUASI Budget Subcommittee

INFORMATION:

Due to the resignation last month of John Bridges as the COUASI Budget Subcommittee Chair, the Executive Committee and the Oklahoma Office of Homeland Security (OKOHS) corresponded via email regarding appointments of Chair and Vice Chair to this Subcommittee.

The Executive Committee determined that the Vice Chair of the Working Group should assume the Budget Subcommittee Chair role prior to assuming the role of Working Group Chair. The Executive Subcommittee also determined there should be a Budget Subcommittee Vice Chair and selected David Barnes to assume this position beginning in April.

These two individuals will serve in this capacity until new officers of the COUASI Working Group are selected.

Action Requested:

None. For information only.

dm

Central Oklahoma
Urban Area Security Initiative (UASI)

BUDGET SUBCOMMITTEE MEETING

Minutes
March 17, 2009

A meeting of the Central Oklahoma Urban Area Security Initiative (UASI) Budget Subcommittee convened at 1:34 p.m., March 17, 2009, in the ACOG Conference Room, 21 E. Main, Suite 100, Oklahoma City, Oklahoma. This meeting was held as indicated by advance notice filed with the Oklahoma County Clerk and by notice posted at the ACOG Offices.

PRESIDING

John Bridges, City of Yukon

VOTING MEMBERS PRESENT

M.T. Berry, City of Oklahoma City
Pat Byrne, Oklahoma City Police Department
Brad Cunningham, Oklahoma County Sheriff's Office
Larry Hansen, Oklahoma City Fire Department
Tina Johnson, Pottawatomie County Health Department
Don Lynch, Shawnee/Pott. County Emergency Management
Scott Mason, Putnam North Animal Hospital
George Mauldin, City of Norman
Michael Murphy, EMSA
Jerry Smith, Canadian County
Kerry Wagnon, City of Oklahoma City

OTHERS PRESENT

John Avera, City of Edmond
David Baisden, Oklahoma County Sheriff's Office
David Ball, Logan County
Frank Barnes, Oklahoma City Emergency Management
Randy Castle, Oklahoma City Police Department
Catherine English, OKC Animal Welfare
Joe Lester, Cleveland County Sheriff's Office
Phil Maytubby, OKC-CO Health Department
Rodney Pesch, OKC Animal Welfare

ACOG STAFF

John Johnson, Executive Director
Steve Willoughby, Division Director
Diane McCullough, Grants Program Manager
Barbara Hurdman, Department Secretary

OKLAHOMA OFFICE OF HOMELAND SECURITY

Steve Almon, Oklahoma Office of Homeland Security
Brook Arbeitman, Oklahoma Office of Homeland Security

I. CALL TO ORDER

John Bridges called the meeting to order at 1:34 p.m.

II. INTRODUCTIONS

Roll call and self-introductions were made around the room.

III. APPROVAL OF MINUTES FROM THE FEBRUARY 10, 2009 BUDGET SUBCOMMITTEE MEETING

Tina Johnson made a motion to approve the minutes. Mike Murphy seconded the motion. It carried with the following votes:

AYE: Berry, Bridges, Byrne, Hansen, T. Johnson, Lynch, Mason, Mauldin, Murphy, Smith, and Wagnon

NAY: None

ABSTAIN: None

IV. STATUS OF FFY 06 AND FFY 07 UASI GRANT FUNDS

Diane McCullough said she had issued an additional \$433,260.61 in purchase orders for the FFY 06 grant year since the last Budget Subcommittee meeting. For the FFY 07 grant year, she has issued \$815,064.00 in purchase orders since the last Budget Subcommittee meeting. The total amount for purchase orders issued during this time period was \$1,248,324.61. Ms. McCullough said she has \$2,691,000.00 left to encumber. Ms. McCullough said she knows there will be project balances left. She said the money will be needed in other areas because things are coming in at higher prices. Ms. McCullough said certain radios will be coming in at a higher price than originally anticipated since they need to be P-25 compatible. She also said Yukon and Purcell would not need radios for their Emergency Operations Centers which were to be purchased with REOC money since they are going to the shared system and they are getting radios purchased with IOC money.

V. REVIEW AND APPROVE FFY 06 AND FFY 07 BUDGET DETAIL WORKSHEETS (BDWs) SUBMITTED TO ACOG

Diane McCullough said she has four BDWs that have been submitted for possible approval. These BDWs were contained in the agenda packet.

- A. The BDW was submitted by Larry Hansen for duplex fasteners, carpenter's pencils, lumber crayons, and tape measures for All Hazards Response for FFY 06. The total of the BDW is \$1,128.37.

Scott Mason made a motion to approve the BDW. Don Lynch seconded the motion. It carried with the following votes:

AYE: Berry, Bridges, Byrne, Cunningham, Hansen, T. Johnson, Lynch, Mason, Mauldin, Murphy, Smith, and Wagnon

NAY: None

ABSTAIN: None

- B. The BDW was submitted by Larry Hansen for Delsar AC Hot Sticks for All Hazards Response for FFY 06. The total of the BDW is \$10,200.00.

M. T. Berry made a motion to approve the BDW. Scott Mason seconded the motion. It carried with the following votes:

AYE: Berry, Bridges, Byrne, Cunningham, Hansen, T. Johnson, Lynch, Mason, Mauldin, Murphy, Smith, and Wagnon

NAY: None

ABSTAIN: None

- C. The BDW was submitted by Larry Hansen for Swift Water Technician TEEX Tuition, per diem, and rooms for All Hazards Response for FFY 07. The total of the BDW is \$9,244.00.

Don Lynch made a motion to approve the BDW. M. T. Berry seconded the motion. It carried with the following votes:

AYE: Berry, Bridges, Byrne, Cunningham, Hansen, T. Johnson, Lynch, Mason, Mauldin, Murphy, Smith, and Wagnon

NAY: None

ABSTAIN: None

D. The BDW was submitted by Larry Hansen for Medtronic Life-Pak 12 Defib Upgrades for All Hazards Response for FFY 07. The total of the BDW is \$2,500.00.

Kerry Wagnon made a motion to approve the BDW. M. T. Berry seconded the motion. It carried with the following votes:

AYE: Berry, Bridges, Byrne, Cunningham, Hansen, T. Johnson, Lynch, Mason, Mauldin, Murphy, Smith, and Wagnon

NAY: None

ABSTAIN: None

VI. UPDATE ON FFY 09 GRANT APPLICATION PROCESS

Brook Arbeitman said the State Office of Homeland Security received the worksheets from project points of contact and Lacey Callahan has input the data into the provided template. The application is due March 20, 2009. Ms. Arbeitman said the State should know the actual allocation sometime this summer, and then the funds will need to be obligated to the different projects.

VII. OTHER DISCUSSION ITEMS

Frank Barnes said he had a BDW for FFY 08 grant funding for Cox fiber connection at the Regional EOC. Brook Arbeitman said that the FFY 08 money cannot be spent yet because State Office of Homeland Security and ACOG have not finalized their Memorandum of Understanding (MOU).

Diane McCullough said the MOU has to go before the ACOG Board, and after their approval the Budget Subcommittee can begin spending FFY 08 money. Ms. Arbeitman said there will be more information on the FFY 08 money by the next Budget Subcommittee meeting in April.

Larry Hansen said there is going to be an AED equipment distribution on Tuesday, March 24, 2009 at 10:30 a.m. at ACOG. Mr. Hansen said he has compiled a list of entities to receive the AEDs.

Brook Arbeitman said there will be a Strategic Planning Subcommittee meeting at the Regional EOC on March 24, 2009 at 1:30 p.m. Ms. Arbeitman said the Strategic Planning Subcommittee members would like for all Project Managers to attend that meeting.

Brook Arbeitman said that she will be giving up her position of UASI Program Manager. Steve Almon will be taking her position. Ms. Arbeitman said she will still be the contact person for the UASI, until Mr. Almon learns more about the position. Ms. Arbeitman said she will be informing the Working Group at their meeting in April.

John Bridges said before the end of the month, he would be stepping down as Budget Subcommittee Chairman. He said because of some positive changes with his position, he would

no longer have time to devote to the Budget Subcommittee. He said he would remain as a Working Group representative.

There was discussion among the Budget Subcommittee regarding remaining project grant funds.

Kerry Wagnon made a motion to allow ACOG the flexibility to move small amounts of money between project accounts, up to 10%, if an invoice comes in over a purchase order amount. This would apply only to items on BDWs that have already been approved. The motion was seconded by Don Lynch. It carried with the following votes:

AYE: Berry, Bridges, Byrne, Cunningham, Hansen, T. Johnson, Lynch, Mason, Mauldin, Murphy, Smith, and Wagnon

NAY: None

ABSTAIN: None

VIII. ADJOURN

Kerry Wagnon made a motion to adjourn. Scott Mason seconded the motion. It carried with the following votes:

AYE: Berry, Bridges, Byrne, Cunningham, Hansen, T. Johnson, Lynch, Mason, Mauldin, Murphy, Smith, and Wagnon

NAY: None

ABSTAIN: None

The meeting adjourned at 2:40 p.m.

KERRY PETTINGILL
DIRECTOR



APR 09

BRAD HENRY
GOVERNOR

BY JLS

STATE OF OKLAHOMA
OFFICE OF HOMELAND SECURITY

March 31, 2009

Don Lynch
COUASI Budget Subcommittee Chairman
P.O. Box 1448
Shawnee, OK 74802-1448

Dear Mr. Chairman,

This letter is to advise you and the COUASI Budget Subcommittee that the request to purchase a boat for the Oklahoma River and dive team equipment for Edmond is being denied.

The UASI grant guidance states that funding, "is intended to assist participating jurisdictions (i.e. the Central Oklahoma Urban Area) in developing integrated regional systems for prevention, protection, response and recovery." It is my determination that both requests build individual capabilities and do not necessarily benefit the Urban Area as a whole. Additionally, to warrant such expenditures, regardless of "allowability", it must be demonstrated to me that a capability gap exists and that has not been done.

In the metropolitan area, there are numerous boats owned not only by the City of Oklahoma City (police and fire) but also the Oklahoma Highway Patrol. I'm sure if a gap analysis were to be completed, the Urban Area would find other jurisdictions within the COUASI boundaries that own boats; boats that could be transported to the Oklahoma River when needed for special events. It is not in the best interest of the entire Urban Area to purchase another boat to dock fulltime at the Oklahoma River.

Is it necessary to build up a single jurisdiction's dive team? Especially considering the Budget Subcommittee determined a regional dive team should not be included in the FY 2009 application. I applaud the Edmond Police and Fire Departments for working together, however that is not the definition of regionalization according to the Department of Homeland Security. It is not justified to use UASI funding to build a capability for a single jurisdiction unless a gap analysis concluded it was in

the best interest of the Urban Area in its entirety. It has not been demonstrated to me how, or if, the Edmond Dive Team will function as a dive team for the entire Urban Area.

The following are questions that should be contemplated in the future as COUASI funding requests are reviewed and approved by the Budget Subcommittee: Are we to a point in the Urban Area where all basic response capabilities have been met? What about the smaller jurisdictions who would likely assist with a regional disaster response? Has a gap analysis been done to determine what actual needs exist? Have minimum standards been established? Are there other jurisdictions that have the staff and/or equipment that could be called upon to assist in a certain situation?

I encourage the Budget Subcommittee to review the grant guidance and consider whether funding requests that are presented monthly truly meet the definition of Regional Collaboration.

Sincerely,

A handwritten signature in black ink, appearing to read "Kerry Pettingill". The signature is fluid and cursive, with a long horizontal stroke at the end.

KERRY PETTINGILL

Director

CC: Chief Bob Ricks, Edmond Police Department
Chief Gil Harryman, Edmond Fire Department
Diane McCullough, ACOG
Ginny Andrews, OKOHS
Steve Almon, OKOHS
Brook Arbeitman, OKOHS