

Central Oklahoma
Urban Area Security Initiative (UASI)

BUDGET SUBCOMMITTEE MEETING

Tuesday, December 8th, 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
- II. INTRODUCTIONS
- III. APPROVAL OF MINUTES FROM THE NOVEMBER 10, 2009 MEETING
([Attachment III](#))

Action Requested: Motion to approve minutes from the November 10, 2009 meeting.

- IV. STATUS OF FFY 06, FFY 07, AND FFY 08 UASI GRANT FUNDS

INFORMATION: ACOG will provide the Budget Subcommittee an update on the current status of FFY 06, FFY 07, and FFY 08 UASI grant funds.

Action Requested: As desired by the Budget Subcommittee

- V. REVIEW AND APPROVE FFY 06, FFY 07, AND FFY 08 BUDGET DETAIL WORKSHEETS (BDWS)
SUBMITTED TO ACOG

A. Networking hardware cables for the REOC for 2008

INFORMATION: Project 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. OTHER DISCUSSION ITEMS

VII. ADJOURN

Central Oklahoma
Urban Area Security Initiative (UASI)

BUDGET SUBCOMMITTEE MEETING

Minutes
November 10, 2009

A meeting of the Central Oklahoma Urban Area Security Initiative (UASI) Budget Subcommittee convened at 1:35p.m., November 10, 2009, in the ACOG Conference Room, 21 E. Main Street, 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

Don Lynch, Shawnee/Pott. County Emergency Management

VOTING MEMBERS PRESENT

David Barnes, Oklahoma County
Mike Bower, City of Midwest 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
Scott Mason, Putnam North Animal Hospital
Jerry Smith, Canadian County
Kerry Wagnon, City of Oklahoma City

OTHERS PRESENT

David Ball, Logan County
Frank Barnes, City of Oklahoma City
Randy Castle, City of Oklahoma City
John Comstock, Oklahoma County
Lucien Jones, City of Oklahoma City
Jason Knight, City of Oklahoma City
Chuck Linhardt, City of Edmond
Brandon Pursell, City of Del City

Chris Thompson, City of Oklahoma City

ACOG STAFF

Steve Willoughby, Public Safety Division Director
Diane McCullough, Grants Program Manager
Barbara Hurdman, Department Secretary

OKLAHOMA OFFICE OF HOMELAND SECURITY

Steve Almon, UASI Coordinator
Ginny Andrews, Grants Assistant

I. CALL TO ORDER

Don Lynch called the meeting to order at 1:35 p.m.

II. INTRODUCTIONS

Roll call and introductions were made around the room.

III. APPROVAL OF MINUTES FROM THE OCTOBER 13, 2009 BUDGET SUBCOMMITTEE MEETING

Kerry Wagnon made a motion to approve the minutes. Larry Hansen seconded the motion. It carried with the following votes:

AYE: Barnes, Byrne, Hansen, Lynch, Mason, Smith, and Wagnon

NAY: None

ABSTAIN: T. Johnson

IV. STATUS OF FFY 06, FFY 07, AND FFY 08 UASI GRANT FUNDS

Diane McCullough said that FFY 06 purchase orders continue to be issued. Ms. McCullough said she has issued fifteen purchase orders for the COLERT project and she has approximately eight more to go. The laptop computer that was approved at the last Budget Subcommittee has been ordered for Del City, it was received and has already been distributed. Ms. McCullough has received an approval letter from the State Office of Homeland Security for the plastic storage bins that were approved for the COLERT project. Ms. McCullough said she has purchased the airline tickets and issued a purchase order for the per diem for the four people that are going to the SUSAR conference for the Planning

and Training Project. Ms. McCullough said the preliminary plan for the leftover money is to order four thermal imagers for the All-Hazards project, and some other small items. She said she has the amount down to \$1.96.

Ms. McCullough said for the FFY 07 grant year, she has issued one purchase order for blue tooth upgrade for AED units for the All-Hazards project. She said she tried to refresh a quote for a prime mover for the MMRS/Medical and Public Health, but the company said they were no longer making the vehicle she was inquiring about. She said she sent the information back to Mike Murphy and the Oklahoma City/County Health Department and asked them to look into a different vehicle.

V. REVIEW AND APPROVE FFY 06, FFY 07, AND FFY 08 BUDGET DETAIL WORKSHEETS (BDWs) SUBMITTED TO ACOG

Don Lynch said there are two BDWs that have been submitted for possible approval. These BDWs were contained in the packet.

- A. The BDW was submitted by Don Lynch for radios for Pottawatomie County Sheriff's Department for Interoperable Communications for FFY 08. The total of the BDW is \$193,311.00.

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

AYE: Barnes, Byrne, Cunningham, Hansen, T. Johnson, Lynch, Mason, Smith, and Wagnon

NAY: None

ABSTAIN: None

- B. The BDW was submitted by Larry Hansen for a Rescue One Double Decker boat trailer for All-Hazards Response project for FFY 07. The total of the BDW is \$9,000.00.

Larry Hansen said the quote for the Rescue One Double Decker boat trailer came in more than the \$9,000.00. The amount now is approximately \$10,000.00.

Pat Byrne made a motion to approve the BDW with the changes of the quote. Scott Mason seconded the motion. It carried with the following votes:

AYE: Barnes, Bower, Byrne, Hansen, T. Johnson, Lynch, Mason, Smith, and Wagnon

NAY: Cunningham

ABSTAIN: None

VI. DRAFT OF BUDGET SUBCOMMITTEE RULES

Don Lynch talked briefly about the Draft of the COUASI Budget Subcommittee Rules.

Kerry Wagnon said that there needed to be a correction on the section for the Project Managers, where it states that they serve as Ex-Officio members of the Budget Subcommittee. Mr. Wagnon said some of the Project Managers already serve on the Budget Subcommittee and if they are not a member of the Budget Subcommittee, they will serve as an Ex-Officio member.

Mr. Lynch said there needs to be an election for the Vice-Chair for the Budget Subcommittee at the next Budget Subcommittee meeting on December 8, 2009.

VII. OTHER DISCUSSION ITEMS

Steve Almon said the FFY 2010 Grant Guidance will be coming out the first of December 2009.

Diane McCullough said that one of the entities that received the electrode adapters said it did not work with the AED units they have. Larry Hansen brought his AED unit with him to test to see if the adapters will work. Mr. Hansen wanted to know if the adapters did not work, would it be possible to send them back to the vendor and order some pads instead.

Pat Byrne made a motion to exchange the adapters for pads providing the adapters do not work. Mike Bower seconded the motion. It carried with the following votes:

AYE: Barnes, Bower, Byrne, Cunningham, Hansen, Johnson, Lynch, Mason, Smith, and Wagnon

NAY: None

ABSTAIN: None

Mike Bower wanted to remind everyone of the Region 6 & Region 8 Council Workshop on November 18 and November 19 at the Sheraton in Oklahoma City.

Don Lynch reminded everyone of the next COUASI Budget Subcommittee meeting on December 8, 2009 at 1:30 p.m. at ACOG.

VIII. ADJOURN

Don Lynch adjourned the meeting at 2:20 p.m.



Oklahoma Office of
Homeland Security

Prevent. Protect. Prepare

Grant Year: 2008 Award Amt: 385,000.00
Award #: 131.000 Subgrantee: ACOG

Date: 11/6/09

Page 1 of 1

Please Check One:

Initial Report Subsequent Report
Report # 5

Budget Detail Worksheet

[Signature] #1295

Original Authorized Signature:

Type/Category	AEL #	Item	Estimated Unit Cost	Qty	Estimated Total Cost (Unit Cost x Qty)	Approved Cost (OKOHS Use Only)	Intended Recipient (Name/Location)	Training Complete (Y/N)	Intended Use	Discipline
E	04HW-01-4NHW	Networking Hardware/7 ft. Patch Cable	\$ 2.65	25	\$ 66.25		OKC/OK_Cnty REOC		PC Connectivity	E.M.
E	"	Networking Hardware/10ft. Patch Cable	\$ 3.45	40	\$ 138.00		"		"	"
E	"	Networking Hardware/14ft. Patch Cable	\$ 4.75	40	\$ 190.00		"		"	"
E	"	Networking Hardware/25ft. Patch Cable	\$ 7.50	50	\$ 375.00		"		"	"
Totals				155	\$ 769.25					

Notes:
 1. Please use a separate BDW for each grant year
 2. The initial report for a given grant year should be Report #1. Subsequent reports should be numbered consecutively and should include a copy of each prior report as an attachment.
 3. Type refers to Training "T", Equipment "E" or Exercises "X" / Category refers to Personal Protection Equipment "PPE", Interoperable Communication Equipment "ICE", etc.
 4. Discipline includes Fire Service "FS", Law Enforcement "LE" or Emergency Management Services "EMS", etc.
 5. The AEL number can be found at the Responder Knowledge Base Website located at: <https://www.rkb.us/> The AEL is broken down by expense category ie. PPE etc

OKOHS USE ONLY

Reviewed By: _____ Approved By: _____

Estimated Grant Expenditures This Report: _____