

Central Oklahoma
Urban Area Security Initiative (UASI)

BUDGET SUBCOMMITTEE MEETING

Tuesday, June 16, 2009 @1:30 p.m.
Rescheduled from June 9, 2009

Regional EOC
4600 N. Martin Luther King Blvd.
Oklahoma City, Oklahoma 73111

AGENDA

- I. CALL TO ORDER
- II. INTRODUCTIONS
- III. APPROVAL OF MINUTES FROM THE MAY 12, 2009 BUDGET SUBCOMMITTEE MEETING
([Attachment III](#))

Action Requested: Motion to approve minutes from the May 12, 2009 meeting.

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

INFORMATION: ACOG staff 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

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. TIMELINE FOR FFY 09 UASI FUNDING ANNOUNCEMENT/AWARD REQUIREMENT

The award allocation announcement for 09 is expected around June 16th or 17th . The Budget Subcommittee will need to prioritize spending based upon the award amount allocated so that recommendation can be forwarded to the Working Group.

Action Requested: None. For information only.

VII. OTHER DISCUSSION ITEMS

VIII. ADJOURN

Central Oklahoma
Urban Area Security Initiative (UASI)

BUDGET SUBCOMMITTEE MEETING

Minutes
May 12, 2009

A meeting of the Central Oklahoma Urban Area Security Initiative (UASI) Budget Subcommittee convened at 1:31 p.m., May 12, 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

M. T. Berry, City of Oklahoma City
Mike Bower, City of Midwest City
Larry Hansen, City of Oklahoma City
Tina Johnson, Pottawatomie County Health Department
Scott Mason, Putnam North Animal Hospital
George Mauldin, City of Norman
Jerry Smith, Canadian County

OTHERS PRESENT

David Ball, Logan County
Frank Barnes, City of Oklahoma City
Randy Castle, City of Oklahoma City
Mike Clifton, City of Purcell
Dean Findley, City of Oklahoma City
Jason Knight, City of Oklahoma City
Chuck Linhardt, City of Edmond
Mike Magee, City of Edmond
Phil Maytubby, Oklahoma City-County Health Department
Rodney Pesch, City of Oklahoma City

ACOG STAFF

Diane McCullough, Grants Program Manager
Barbara Hurdman, Department Secretary

OKLAHOMA OFFICE OF HOMELAND SECURITY

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

I. CALL TO ORDER

Don Lynch called the meeting to order at 1:31 p.m.

II. INTRODUCTIONS

Introductions were made around the room.

III. APPROVAL OF MINUTES FROM THE APRIL 14, 2009 BUDGET SUBCOMMITTEE MEETING

Mike Bower made a motion to approve the minutes. M. T. Berry seconded the motion. It carried with the following votes:

AYE: Berry, Bower, Hansen, T. Johnson, Lynch, Mason, Mauldin, and Smith

NAY: None

ABSTAIN: None

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

Diane McCullough said she is continuing to issue purchase orders and the equipment is coming in. Ms. McCullough said since the last Budget Subcommittee meeting, she has issued \$113,538.71 in purchase orders for FFY 06. For the Regional EOC project, she has issued all the purchase orders necessary and there will be approximately \$6,600.00 left in that project. For the Bomb Squad project there is \$17.92 left. For the Oklahoma National Stockyards project the purchase order was issued, but she needs approval from the project manager to pay the current invoice. For the Planning and Training project, she still has two purchase orders to issue. That project is currently over-drawn by approximately \$6,500.00. Ms. McCullough feels there is enough money left in other projects to cover this. Ms. McCullough has \$189,000.00 left to issue in purchase orders for the All Hazards project. There should be a balance of \$19,000.00 left in this project, after those purchase orders are issued. For the Regional Mutual Aid project, all purchase orders have been issued and there should be approximately \$11,000.00 left. For the COLERT project, she has purchase orders in the amount of \$147,647.00 to issue. Ms. McCullough said for the M & A, the money has been drawn

down for FFY 06. Ms. McCullough said the balance remaining in the 06 grant will be approximately \$31,000.00.

Don Lynch asked Frank Barnes if he would be willing to give the Planning and Training project \$6,000.00 out of the Regional EOC project for FFY 06. Mr. Barnes said it was fine with him as long as it did not leave the Regional EOC short of funds.

Tina Johnson made a motion to re-obligate \$6,000.00 from Regional EOC project for FFY 06 to go to the Planning and Training project for FFY 06. Jerry Smith seconded the motion. It carried with the following votes:

AYE: Berry, Bower, Hansen, T. Johnson, Lynch, Mason, Mauldin, and Smith

NAY: None

ABSTAIN: None

Diane McCullough said since the last meeting she has issued only one purchase order that totaled \$6,750.00 for the FFY 07 grant year. Ms. McCullough said for the All Hazards project there is \$255,616.00 left to obligate, and she said she needs refreshed quotes for this project. There will be \$47,000.00 left in this project. For the Bomb Squad project, there is \$.36 left. For the MMRS Medical and Public Health project there is \$526,000.00 in purchase orders to be issued and it is \$92,000.00 over budget. Ms. McCullough said that she has not issued the \$526,000.00 in purchase orders and she needs to talk to Mike Murphy about this project. For the Regional EOC project, she has one last purchase order to issue. For the Animal Containment project there is not any money left. There are two more purchase orders to issue for this project. For the COLERT project there is one last purchase order to issue and there will be a zero balance. For the Criminal Intel project there are five or six purchase orders to issue, and there should be approximately \$2,100.00 left. For the M & A project, money has been drawn down through January, and there is \$90,000.00 left to draw down.

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

Diane McCullough said she has seven 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 48 Cardiac Science AED Adapters for interface out of the All Hazards Response project for FFY 06. The total of the BDW is \$3,264.00.

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

AYE: Berry, Bower, Hansen, T. Johnson, Lynch, Mason, Mauldin, and Smith

NAY: None

ABSTAIN: None

- B. The BDW was submitted by Larry Hansen for CBRNE Equipment for Edmond Police Department out of the All Hazards Response project for FFY 07. The total of the BDW is \$12,374.12.

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

AYE: Berry, Bower, Hansen, T. Johnson, Lynch, Mason, Mauldin, and Smith

NAY: None

ABSTAIN: None

- C. The BDW was submitted by Larry Hansen for PPE Equipment for Edmond Fire Department out of the All Hazards Response project for FFY 07. The total of the BDW is \$13,064.20.

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

AYE: Berry, Bower, Hansen, T. Johnson, Lynch, Mason, Mauldin, and Smith

NAY: None

ABSTAIN: None

- D. The BDW was submitted by Jason Knight for Computer Networking Hardware and Installation of Equipment for the Regional EOC project for FFY 08. The total of the BDW is \$17,248.76.

M. T. Berry made the motion to approve the BDW. Larry Hansen seconded the motion. It carried with the following votes:

AYE: Berry, Bower, Hansen, T. Johnson, Lynch, Mason, Mauldin, and Smith

NAY: None

ABSTAIN: None

- E. The BDW was submitted by Jason Knight for Network Firewall and Equipment for the Regional EOC project for FFY 08. The total of the BDW is \$39,336.22.

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

AYE: Berry, Bower, Hansen, T. Johnson, Lynch, Mason, Mauldin, and Smith

NAY: None

ABSTAIN: None

- F. The BDW was submitted by Jason Knight for Exalt Tri-band 5 GHZ TDD Radio System for the Regional EOC project for FFY 08. The total of the BDW is \$66,000.00.

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

AYE: Berry, Bower, Hansen, T. Johnson, Lynch, Mason, Mauldin, and Smith

NAY: None

ABSTAIN: None

- G. The BDW was submitted by Steve Willoughby for M & A Funds for FFY 08. The total of the BDW is \$111,276.00.

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

AYE: Berry, Bower, Hansen, T. Johnson, Lynch, Mason, Mauldin, and Smith

NAY: None

ABSTAIN: None

VI. DISCUSS POSSIBLE RESCHEDULING OF JUNE BUDGET SUBCOMMITTEE MEETING

Don Lynch said that several people from the UASI will be attending the UASI Conference on June 9 and the Budget Subcommittee needs to reschedule the meeting from June 9 to June 16. The meeting will be held at the Regional EOC at 1:30 p.m.

Larry Hansen made a motion to reschedule the June 9 Budget Subcommittee meeting until June 16, 2009 at the Regional EOC at 1:30 p.m. M. T. Berry seconded the motion. It carried with the following votes:

AYE: Berry, Bower, Hansen, T. Johnson, Lynch, Mason, Mauldin, and Smith

NAY: None

ABSTAIN: None

VII. OTHER DISCUSSION ITEMS

Don Lynch gave a report on the Policies and Procedures Subcommittee and they are still working on their project. Steve Almon has done some research on some samples from other UASIs and other organizations.

Steve Almon said that the tentative award announcement date for FFY 09 grant funds is June 17, 2009.

Don Lynch said that Diane McCullough got an email from Mike Murphy saying that he would not be able to attend the UASI conference. Mr. Lynch wanted to know if the Budget Subcommittee needed to appoint someone else to go in Mr. Murphy's place. Larry Hansen said that Tina Johnson, Don Lynch and Mike Bower would be attending the conference for the UASI.

VIII. ADJOURN

Don Lynch adjourned the meeting at 2:27 p.m.