

Central Oklahoma
Urban Area Security Initiative (UASI)

SPECIAL WORKING GROUP MEETING

Friday, March 12, 2010 @ 1:30 p.m.
Association of Central Oklahoma Governments (ACOG)
21 E. Main Street, Suite 100
Oklahoma City, Oklahoma

AGENDA

- I. **CALL TO ORDER**
- II. **ROLL CALL AND INTRODUCTIONS**
- III. **APPROVAL OF MINUTES FROM THE JANUARY 26, 2010 WORKING GROUP MEETING
([Attachment III](#))**

Action Requested: Motion to approve the minutes from the January 26, 2010 meeting.

- IV. **STATUS OF CURRENT UASI GRANT FUNDS**

INFORMATION: ACOG, the administrative agency for the Central Oklahoma UASI, will provide for the Working Group the current expenditure status for the FFY 2006, FFY 2007, and FFY 2008 UASI grant funds.

Action Requested: None. For information only.

- V. **SUBCOMMITTEE UPDATES**

Resource Management – Chair, Keith Bryant, City of Oklahoma City
Interoperable Communications— Chair, M. T. Berry, City of Oklahoma City
Strategic Planning – Chair, Jimmy Gibson, City of Shawnee
Training & Exercise—Chair, Brian Davis, City of Edmond
Budget Subcommittee—Chair, Keith Bryant, City of Oklahoma City

- VI. **DISCUSS FFY 2010 FUNDING REQUESTS**

INFORMATION: The Budget Subcommittee met on Tuesday, March 9, to discuss all of the 2010 applications that had been received. Each Point of Contact was given the opportunity to present their requests for funding. Also, several other applicants were given the opportunity to present their project requests.

The recommendation of the Budget Subcommittee is attached as Attachment VI.

Motion: Motion to approve the recommendations of the Budget Subcommittee for FY 2010 UASI grant funding or such other action as deemed appropriate by the Working Group.

VII. CONSIDER ADOPTION OF REVISED COUASI STRATEGY

INFORMATION: A Strategic Planning Subcommittee was established in late 2008/early 2009 to revise the current Central Oklahoma Urban Area Strategy. The committee consists of the following members: Jimmy Gibson - Chair, Pat Byrne, Frank Barnes, Bradley Cunningham, M. T. Berry, Matt Stillwell, Mike Murphy, Tina Johnson, Mike Clifton, Steve Willoughby, and David Baisden. The revised strategy was aligned with the eight national priorities and attempts to provide a broad overview of the future direction of the COUASI, with the document being constructed around the eight national priorities.

Information provided by the subject matter experts serving on this subcommittee was compiled in the document for the Working Group's consideration. In December 2009, the completed document was again sent to the subcommittee membership for additional comments. Final comments/suggestions were incorporated into this document.

The revised strategy document is attached for your review. Also attached is the 2008 strategy.

Motion: Motion to consider revisions/additions to the proposed COUASI Strategy, or motion to adopt the revised COUASI Strategy.

VIII. OTHER DISCUSSION ITEMS

IX. ADJOURNMENT

**CENTRAL OKLAHOMA URBAN AREA SECURITY INITIATIVE (UASI)
WORKING GROUP MEETING
JANUARY 26, 2010**

A meeting of the Central Oklahoma Urban Area Security Initiative (UASI) Working Group convened at 1:32 p.m., January 26, 2010, 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 at least twenty-four (24) hours prior to the meeting.

PRESIDING

Don Lynch, Shawnee/Pott. County Emergency Management

VOTING MEMBERS PRESENT

David Baisden, Oklahoma County Sheriff's Office
M. T. Berry, City of Oklahoma City
Mike Bower, City of Midwest City
Keith Bryant, Fire Chief, City of Oklahoma City
Jimmy Gibson, Fire Chief, City of Shawnee
Lisa Gigstad, Piedmont Public School Board
Dr. Jo Ann Haysbert, Langston University
John G. Johnson, Association of Central Oklahoma Governments
Tina Johnson, Pottawatomie County Health Department
Joe Lester, Cleveland County Sheriff
Phil Maytubby, Oklahoma City/Co. Health Department
Dr. Scott Mason, Putnam North Animal Hospital
Charles Spicer, OU Medical Center

OTHERS PRESENT

Rhett Burnett, Cleveland County Sheriff's Office
Pat Byrne, City of Oklahoma City
Brad Cunningham, Oklahoma County Sheriff's Office
Larry Hansen, City of Oklahoma City
Lucien Jones, City of Oklahoma City
Chuck Linhardt, City of Edmond
Mike Magee, City of Edmond
Brandon Pursell, City of Del City

Kerry Wagnon, City of Oklahoma City

ACOG STAFF

Diane McCullough, Grants Program Manager
Barbara Hurdman, Department Secretary

OKLAHOMA OFFICE OF HOMELAND SECURITY

Steve Almon, UASI Coordinator
Ginny Andrews, Grants Assistant
Lacey Callahan, Asst. Public Affairs Coordinator

I. CALL TO ORDER

Don Lynch called the COUASI Working Group meeting to order at 1:32 p.m.

II. ROLL CALL AND INTRODUCTIONS

Introductions were made around the room.

III. APPROVAL OF MINUTES FROM THE OCTOBER 27,2009 WORKING GROUP MEETING

John Johnson made a motion to approve the minutes. Joe Lester seconded the motion. The motion carried with the following votes:

AYE: Gibson, Lester, Lynch, T. Johnson, Berry, Bower, Bryant, J. Johnson, and Mason

NAY: None

ABSTAIN: Gigstad, Haysbert, Spicer, and Baisden

IV. STATUS OF CURRENT UASI GRANT FUNDS

Diane McCullough said she is currently working on three grant years - FFY 06, FFY 07, and FFY 08. Ms. McCullough said that for FFY 06, she has obligated all of the grant funds. She said she is waiting on the invoices and the remaining equipment to be received.

Ms. McCullough said she has been working on the FFY 07 grant also. For the All Hazards Response project there is a balance of \$8,774.60, for the Bomb Squads project there is a balance of \$3,984.36, for the Regional EOC project there is a balance of \$4,254.40, for

the COLERT project there is a balance \$15,740.00, and for the Criminal Intel project there is a balance of \$2,306.86. Ms. McCullough said these figures total \$35,060.22 that is not tied to any BDW. She said the project managers need to submit their BDWs in before the next Budget Subcommittee meeting. These grant funds will expire June 30, 2010.

Ms. McCullough said for the FFY 08 grant funds, she has issued purchase orders for all the equipment on the BDWs that have been submitted and approved. Ms. McCullough said for FFY 2008, there is \$3,260,384.32 left to encumber. This grant will expire June 30, 2011.

Ms. McCullough also reminded everyone about the 25% Law Enforcement Requirement for FFY 2008 and FFY 2009.

Larry Hansen wanted to know if there was any word on the FFY 09 funds. Ms. McCullough said that the MOU (Memorandum of Understanding) has not been received from the Oklahoma Office of Homeland Security.

V. SUBCOMMITTEE UPDATES

Pat Byrne said the Resource Management Subcommittee is working on an inventory list on all the equipment that the UASI has purchased. This list will be available for everybody. Clint Rieger with the Oklahoma City Fire Department has created a database for the equipment. Some of the 2005, 2006 and 2007 inventory has been entered and everything that has been purchased with UASI funds for 2008 has been entered. Once all the information has been entered it will go up on Web EOC. Pat said we want to identify where every piece of equipment is and have a good phone number available in case some entity needs a piece of equipment.

Kerry Wagnon said for 2008, the Interoperable Communications Subcommittee recently approved BDWs for the City of Mustang and the City of Warr Acres. Mr. Wagnon said that there is already a BDW for equipment for the Pottawatomie County Sheriff's Department. Mr. Wagnon said there will be a BDW for the City of Midwest City for an additional radio to add to their console for Rose State. The Interoperable Communications Subcommittee approved the Phase I P-25 upgrade for Oklahoma City when the 2009 funds become available. Ms. McCullough wanted to know the total for the BDW for the P-25 upgrade. Mr. Wagnon said approximately \$1.7 million.

Jimmy Gibson said the Strategic Planning Subcommittee was given the task of revising and updating the COUASI Strategy. Mr. Gibson then asked Steve Almon to talk about the process. Steve Almon distributed a revision of the Strategy. Mr. Almon said there was no action needed to be taken today.

Larry Hansen gave an update on the Planning and Training and Exercise Subcommittee. Mr. Hansen that they have held several training exercises.

Keith Bryant said for the Budget Subcommittee, the status for the current grant funds that Diane McCullough reported was the Budget Subcommittees report. Mr. Bryant also said if anyone has a BDW for the FFY 2007 and FFY 2008 grant fund years they need to submit them.

VI. APPOINTMENT OF VICE CHAIR FOR THE BUDGET SUBCOMMITTEE

Don Lynch said the Executive Committee, comprised of himself (COUASI Chairman), Keith Bryant (COUASI Vice Chairman), M. T. Berry (Point of Contact), Mike Bower (Immediate Past Chair) and Diane McCullough (COUASI Secretary), met in December and appointed Jerry Smith, Canadian County Emergency Management Director as the Vice Chair of the Budget Subcommittee.

VII. APPOINTMENT OF NEW MEMBER TO THE BUDGET SUBCOMMITTEE

Joe Lester, Cleveland County Sheriff, has requested that he be appointed to the Budget Subcommittee as a voting member.

M. T. Berry made a motion to appoint Joe Lester, Cleveland County Sheriff, to the Budget Subcommittee as a voting member. Mike Bower seconded the motion. It carried with the following votes:

AYE: Gibson, Lynch, T. Johnson, Berry, Bower, Bryant, J. Johnson, Mason, Gigstad, Haysbert, Spicer, Maytubby, and Baisden

NAY: None

ABSTAIN: Lester

VIII. DISCUSSION AND POSSIBLE ACTION ON THE FY 2010 ALLOCATION AND GRANT SUBMISSION PROCESS

Steve Almon from the Oklahoma Office of Homeland Security (OKOHS) gave an update to the Working Group on the current status of 2010 grant submission process and procedure. The grant dollar amount will be about the same as it was for FFY 09. Mr. Almon said there are fifteen grant investment justifications. He also said, assuming everything is the same as last year, the amount the COUASI would receive is \$3,418,086.00. He also said there would have to be a Special Working Group Meeting to

approve the 2010 Projects so that Investment Justifications could be written. The deadline for the Investment Justification submittal to the State is April 2, 2010.

Don Lynch said that last year, the Working Group gave guidance to the Budget Subcommittee on the Investment Justifications that they wanted to see funded and turned the process of accepting and reviewing applications for the Investment Justifications back to the Budget Subcommittee. Mr. Lynch said the Budget Subcommittee then brought those IJs back to the Working Group for their review and approval. There would need to be a special Working Group meeting in March to approve FFY 10 requests. Mr. Lynch wanted to know if the process followed last year is the same process to be followed for the 2010 grant funds.

Joe Lester made a motion to use the same process that was used for the FFY 2009 Investment Justifications. M. T. Berry seconded the motion. It carried with the following votes:

AYE: Gibson, Lynch, T. Johnson Berry, Bower, Bryant, J. Johnson, Lester, Mason, Gigstad, Haysbert, Spicer, Maytubby, and Baisden

NAY: None

ABSTAIN: None

Larry Hansen asked if there was 25 percent Law Enforcement had requirement for 2010. Steve Almon said it would be the same for 2010 as it was for 2009.

It was determined that there will be a Special COUASI Working Group meeting on March 12, 2010 at 1:30 p. m., at ACOG to discuss and approve projects for the Investment Justifications.

Don Lynch asked what guidance the Working Group would want to give the Budget Subcommittee for Investment Justifications or areas of concentration the group wanted to see in the Investment Justifications. He asked if the Working Group wanted to use the same projects for 2010 as was done in 2009. The 2009 target projects were: CBRNE, Critical Infrastructure Protection, Regional Collaboration, Interoperable Communications, Medical Surge/Mass Pro, and Planning/Citizen Preparedness.

Tina Johnson made a motion to continue with the same target areas for 2010 grant funds as was done for the 2009 grant funds. Joe Lester seconded the motion. It carried with the following votes:

AYE: Gibson, Lynch, T. Johnson Berry, Bower, Bryant, Lester, Mason, Gigstad, Haysbert, Spicer, Maytubby, and Baisden

NAY: None

ABSTAIN: None

IX. UPDATE ON STATUS OF THE OFFICE OF INSPECTOR GENERAL (OIG) AUDIT OF OKOHS PROGRAMS

Steve Almon said there was a 128 question questionnaire that had been sent to their office that he had been working on and had returned to the Office of Inspector General. This was the pre-audit information. Mr. Almon said the auditors should arrive on February 8. They will be here for three weeks and they are going to be out in the field the week of February 15.

X. OTHER DISCUSSION ITEMS

Diane McCullough said there would be a Special Working Group meeting on March 12, 2010, at 1:30 p.m. at ACOG.

Ms. McCullough said that the next Budget Subcommittee meeting is February 16, 2010.

XI. ADJOURNMENT

Don Lynch adjourned the meeting at 2:35 p.m.

ATTACHMENT VI

POINT OF CONTACT	INVESTMENT JUSTIFICATION	APPLICANT	2010 PROJECT	REQUESTED AMOUNT	FUNDING RECOMMENDATIONS	25% LAW ENFORCEMENT REQUIREMENT
Pat Byrne	Implement NIPP	Oklahoma City	Development of the NIPP	\$500,000.00	\$400,000.00	\$400,000.00
Pat Byrne	"	Midwest City - Grove	Infrastructure Security of MWC Police & Court Facility			
Pat Byrne	"	Midwest City - Grove	construction on MWC facility			
Pat Byrne	"	Midwest City - Sloan	Infrastructure Security			
Pat Byrne	"	Langston	Emergency Operations Center	\$1,249,000.00		
	PROJECT TOTAL			\$1,749,000.00		
Pat Byrne	Information sharing	Canadian County Sheriff - Ed Grimes	Computerized Records Management	\$24,105.36	\$25,000.00	\$25,000.00
	PROJECT TOTAL			\$24,105.36		
Mike Murphy	Medical Surge & Mass Prophylaxis	OKC MMRS	MMRS EMTRAC Implementation	\$121,975.36		
Mike Murphy	"	Norman Regional	Cybersecurity Enhancements to Regional Health Data Center	\$226,000.00		
Mike Murphy	"	Scott Mason	Animal - mass care and shelter - western shelter, crates, laptops,	\$100,000.00		
Mike Murphy	"	OKC MMRS	REMSS trailer for Shawnee	\$45,000.00		
Mike Murphy	"	REACT EMS Shawnee	Geocoding software package for ambulances	\$50,000.00		
	PROJECT TOTAL			\$542,975.36	\$300,000.00	
Larry Hansen	CBRNE Detection, Response, Decontamination	Bomb Squads	Regional Task Force Training/Storage Facility	\$400,000.00	\$87,610.00	\$87,610.00
Larry Hansen	"	OKC FD	CBRNE/USAR	\$150,000.00	\$500,000.00	
Larry Hansen	"	OKC FD	Area Hazmat teams	\$200,000.00		
Larry Hansen	"	OKC FD	TIC	\$75,000.00		
	PROJECT TOTAL			\$825,000.00		
Mike Magee	Planning & Citizen Preparedness	Midwest City EM	Update CERT trailer	\$2,000.00	\$2,000.00	
	PROJECT TOTAL			\$2,000.00		
Kerry Wagnon	Interoperable Communications		Agency transition to shared systems -	\$1,700,000.00	\$2,000,000.00	\$1,000,000.00
Kerry Wagnon	"		Crossband Stack expansion sites (2)	\$800,000.00		
Kerry Wagnon	"	Cleveland Co Sheriff	2 person dispatch console w/800 system	\$85,000.00		
	PROJECT TOTAL			\$2,585,000.00		

POINT OF CONTACT	INVESTMENT JUSTIFICATION	APPLICANT	2010 PROJECT	REQUESTED AMOUNT	FUNDING RECOMMENDATIONS	25% LAW ENFORCEMENT REQUIREMENT
Frank Barnes	Expand Regional Collaboration		COIST Trailer	\$63,000.00	\$33,000.00	
	PROJECT TOTAL			\$63,000.00		
Brian Davis	Training & Exercises			\$0.00		
	PROJECT TOTAL			\$0.00		
			TOTAL REQUESTED	\$5,791,080.72	\$3,347,610.00	
			LOCAL ALLOCATION	\$3,347,610.00	\$3,347,610.00	
			DIFFERENCE BETWEEN ALLOCATION & REQUESTED AMOUNT	-\$2,443,470.72	\$0.00	
			25% LAW ENFORCEMENT REQUIREMENT IS \$938,599.20			\$1,512,610.00