



CBRNE/Training and Exercise Working Group

June 27, 2013
1:30 PM – 3:00 PM

**MEETING LOCATION: Alameda County Sheriff OES
4985 Broder Rd. Dublin, CA – OES Room #1013**

MEETING MINUTES

- I. **WELCOME & INTRODUCTIONS:** Dennis Houghtelling, T&E Project Manager
Julie Linney, CBRNE Project Manager

- II. **SPECIAL PRESENTATION:** Brooke Buddemeier from the Lawrence Livermore National Laboratory presented a PowerPoint on the Nuclear/Radiation Detection Program. Brooke is tasked with teaching “Prevention through Detection”, putting together training programs, and handbooks. There is program assistance usually at the regional level. It can include assistance with grant applications, workshops, program development, and workshop implementation.

- III. **REGIONAL TRAINING & EXERCISE PROGRAM - Dennis Houghtelling**
 - A. **EMERGENCY VETTING:** K9 EOD discussion tabled until the next meeting, Commander Rocky Medeiros absent.

 - B. **DISCUSS EXERCISE PROPOSAL:** Battalion Chief Melinda Drayton reported it was not feasible to complete the High Rise Exercise this year. It was suggested that the exercise coincide with Urban Shield 2014 to be successful should be multi-jurisdictional and a fire component included. The size of the exercise must be kept at manageable size and it would be helpful to engage a design team.

 - C. **DISCUSS MULTI-YEAR TRAINING & EXERCISE PLAN UPDATE:**
Commander Houghtelling reported that the multi-year training and exercise plan will be updated within a few months. The workshop/process will be simpler and faster, as there will be no vendor participation for the update.

 - D. **ABSENCE OF KELLY SEITZ:** Bob Schumacher will assume Kelly Seitz’ duties until further notice.

 - E. **MARITIME TRAINING UPDATE:** Emergency Planner, Brian Ballard, will spearhead the Maritime training. Because ACSO cannot establish a contract with Cal Maritime, it will be necessary to ask agencies to host the training. It important to get the course offerings on the website as soon as possible because the grant cycle ends November 30, 2013.



F. UPDATE-CONSORTIUM TRAINING OPPORTUNITIES: Tom Perry reported the following T&E Workshops are available.

Course	Date	Presenter	Comments
Community Healthcare Planning and Response to Disasters	July 22-23	L.S.U.	Few spots left
WMD Radiological/Nuclear Awareness	July 29	C.T.O.S. Nevada National Security	Train-the-Trainer if interested
WMD Radiological/Nuclear Awareness	July 30-Aug 1		Few spots left

G. UPDATE -WEBSITE REDESIGN: Website design tabled until next meeting, Deputy Matt Fellows absent.

H. UPDATE - DOMINICAN UNIVERSITY: Dennis Houghtelling reported there is a low level of interest. He will revisit at the next Advisory Group Meeting.

I. TRAINING NO SHOWS: It was reported that no-shows are an issue and there is a need to come up with some solutions to prevent them. A number of alternatives were suggested. They included (1) 6-month suspension via the website for a no-show, (2) requiring the participant to pay when registering and returning the check once the participant attends the class, and (3) engaging supervisors and managers to eliminate no-shows and hold employee accountable. Agencies are encouraged to speak to registrants regarding cancelling without proper notification.

J. ROUNDTABLE - T&E PLANNING TEAM & CBRNE/T&E WORKGROUP MEMBERS: No additional comments.

IV. CBRNE – Julie Linney

A. UPDATE & DISCUSSION ON “CORE CAPABILITY MEASURES & METRICS PROJECT”: Dave Fraser provided comments related to Core Capability and Measures. The process is being modified to reflect a more accurate rating scale. Three operational areas are being asked to answer all 30 questions. All operational areas will be asked to participate at some level.

B. RCPGP TRAINING UPDATES: The grant ends August 30, 2013, and there are a few more training classes available. RCPGP has spent \$1,200,000 on training since last year. There will be a few more classes posted on the website.



- C. **PROJECT AND MONITORING UPDATES:** Captain Julie Linney reported those who have projects, will be contacted for status updates. If there has been no progress on your project, you may be asked to return the funds to UASI for reallocation.

 - D. **2013 GRANT ALLOCATION:** Grant allocation for 2013 is slightly higher than 2012. UASI will only maintain the current years list for below the line projects. If your project did not get funded this year and you still want to be considered, you will need to fill out a new Project Proposal Form for 2014.

 - E. **PROJECT MANAGER CHANGE:** Julie Linney reported that this is her last meeting as she is returning to Santa Clara County Fire Department. Those interested should forward their resumes to Catherine Spaulding by June 30, 2013.
- V. **ADJOURNMENT - Next Meeting July 18, 2013 @ 10:00 AM**