



CBRNE/Training and Exercise Working Group

January 17, 2013
10:00 AM – Noon

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

Conference Call Line B:
Call In Number: 866-249-5279
Participant Code: 428336

Minutes

- I. Welcome & Introductions Dennis Houghtelling, Training & Exercise Project Manager
Julie Linney, CBRNE Project Manager

Call-ins: Ken Sebastiani, Santa Rosa Fire Department; Huston Graham, Solano County OES; Doug Wedge, San Jose PD

II. **REGIONAL TRAINING & EXERCISES PROGRAM** - Dennis Houghtelling

A. **PROJECT UPDATE**

1. Discussion of the Training and Exercise vetting session scheduled for February 21, 2013.

Commander Houghtelling informed the workgroup the next vetting session for course proposals will occur on February 21, 2013, and there are currently 38 course proposals submitted. The website will be available to submit proposals until a week prior to the next meeting.

2. Discussion regarding class attendance (last minute cancelations)

Commander Houghtelling informed the workgroup students have been cancelling their attendance within days of the course starting and asked the workgroup to let their staff know to unregister themselves as soon as they know they will be unable to attend.

B. **ANNUAL REPORT-Completed**

Commander Houghtelling told the workgroup the first Annual Report was completed and will be given to the advisory group followed by the approval authority for final review.



C. MARITIME TRAINING-Kelly Seitz

Kelly Seitz updated the workgroup about the status of the maritime training courses. The maritime sub-workgroup has identified core courses and the Regional Training & Exercise Program staff are working on a sole-source with Cal Maritime.

D. EXERCISE PROPOSAL PROCESS

Commander Houghtelling informed the workgroup the Regional Training & Exercise Program staff will be working on developing an exercise proposal form. In order to qualify for funding to conduct an exercise, there are guidelines that must be followed, which will be included in the proposal form.

E. T&E STAFF COMMENTS/ANNOUNCEMENTS

The Regional Training & Exercise Program staff informed the workgroup about the current status of courses and future course offerings.

III. CBRNE – Status Check on the 2010/11 Projects

Project Status	
2010 Santa Clara County – FROLAW - Personal Protective Equipment – <i>Reimbursement Process</i>	2010 Santa Cruz – Mobile Incident Command Vehicle Equipment – <i>Delivered and in Reimbursement Process</i>
2011 San Jose PD – Night Vision Rifle Scope Enhancement - <i>Delivered</i>	2011 San Jose PD – Remote Firing Device - <i>Delivered</i>

A. New Bay Area UASI Website – Our new website is live and can be found at www.bayareauasi.org. The website has many new features and is a bit easier to navigate than our last website. You will still be able to view CBRNE/T&E meeting dates, times, agenda’s and minutes as well as a whole host of other things. You will also be able to connect to the Training and Exercise Website to register for classes.

Julie Linney provided a brief description of the Bay Area UASI’s new website.



- B. **RCPGP** – An additional \$230,000 is being added to this grant to spend on Regional Catastrophic Preparedness courses. The time frame given is very short so we will have to work fast to find vendors and sites to conduct courses. Please let me know if you are interested in hosting a class.

Julie Linney informed the workgroup the RCPGP grant obtained an additional \$230,000 for courses. Julie said she will be adding PIO courses in February. Julie also said CSTI will not be able to be utilized as a vendor until a contract is reestablished.

- C. **Grant Year 2010** – There was quite a bit of money returned to UASI from jurisdictions that were unable to spend it. In order for us to make sure that jurisdictions spend their money in a timely manner, we will be doing more monitoring of projects. You can expect a call from me or other Project Managers asking the status of your projects on a frequent basis. Remember, 2012 has a 2-year performance period so we want to find out sooner rather than later if a project will not be able to be completed.

Julie Linney informed the workgroup that Grant Year 2010 is closing soon and everything must be done by the end of February, reimbursements must be in by the end of March and the grant closes in April. If an extension is approved, the extension would go until July. Julie also informed the workgroup they received a lot of money back from jurisdictions that were unable to spend it and as a result, there will be more outreach and monitoring during the 2011 & 2012 grant cycles.

- D. **2013 Project Proposals** – All 2013 Project Proposals will be heard in their perspective Hubs this month. If you have a project, we strongly suggest that you attend this meeting to give an overview of that project. All projects will be ranked and then moved to the Advisory Group for recommendation to the Approval Authority. The Approval Authority will then consider project approvals at their March meeting.

Julie Linney informed the workgroup the South Bay Hub meeting was held and they prioritized and ranked their projects. There will be three more meetings in the future for the North, West and East Bay Hubs.



V. ADJOURNMENT - Next Meeting February 21, 2013 @ 10:00 AM (Vetting Session for Training Proposals)

Commander Houghtelling adjourned the meeting and the next meeting will be scheduled for February 21, 2012, at 10:00 AM at the Office of Homeland Security & Emergency Services, located at 4985 Broder Blvd. in Dublin.