



CBRNE/Training and Exercise Working Group

**November 20, 2014
10:00 AM – 12:00 AM**

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

Meeting Minutes

I. WELCOME & INTRODUCTIONS

Commander Dennis Houghtelling welcomed meeting participants and requested participants to introduce themselves.

CONFERENCE CALL PARTICIPANTS: *Bertha Simpson, Dave Watson, My Do-Kruse, Brendan Kearney, Marcelle Indelicato*

II. REGIONAL TRAINING & EXERCISE PROGRAM Dennis Houghtelling

A. PROGRAM UPDATE:

Commander Dennis Houghtelling asked if any participants had proposal issues and encouraged members to contact him if there were any questions.

Commander Dennis Houghtelling reported the vendor contact is in the process of being signed and the MOU is being presented to the Board of Supervisors for adoption. Several new vendors will enhance the training program.

Commander Dennis Houghtelling reported Multi-Year Training and Exercise Plan is due to expire in 2015. Commander Houghtelling reported the tentative dates for the RTIPP course are April 21 and 22, 2015, and asked participants to save the date. Commander Houghtelling encouraged participants to send a representative if they were unable to attend with the information to be incorporated into the plan. Commander Houghtelling reiterated the importance of completing the plan because without it the region is not eligible for funding from Department of Homeland Security. LSU will conduct the RTIPP class/workshop and the T&E team will draft the new plan.

Commander Houghtelling reported there will be Vendor Day early in 2015.



B. CSTI PRESENTATION:

Mike Brady from CSTI presented a PowerPoint highlighting CTSI Training and Exercise course offerings and objectives that include State EOC Credentialing program status, Emergency Management Certified Outreach, updated and new courses, specialist programs, and FEMA Advanced Professional Series.

C. LAW ENFORCEMENT TRAINING: *(Brian Ballard Absent)*

No report.

D. FIRE UPDATE:

Phil White reported a few more courses would be offered in December due to additional year-end funding. He encouraged interested participants to log on to the website for a list of course offerings. He also reported that no HazMat F and G courses have been offered recently, however, they will be offered twice in 2015. HazMat A through D courses will continue to be offered in 2015.

E. MARITIME & EOD TRAINING UPDATE: *(Brian Ballard absent)*

No report.

F. OES & CONSORTIUM TRAINING UPDATE: *(Brian Ballard/Eric Shanks absent)*

It was reported that 28 Consortium courses would be offered next year at no cost to participating agencies.

G. WEBSITE UPDATE:

Deputy Matthew Fellows reported the new more efficient version of the website has been released and to please contact him if there are questions. Deputy Fellows also informed the workgroup that the Regional Training & Exercise Program will be updating the workgroup distribution list due to several hundred contacts in the current list who were no longer participating in the workgroup. The Regional Training & Exercise Program will be sending an email shortly to members in the current list with a link to fill out a form to be included in the new distribution list. Deputy Fellows also asked the workgroup to forward the email to any other regional personnel they may be aware of who would like to be included in the new distribution list.



III. CBRNE ISSUES:

A. FY-15 GRANT UPDATE/COMMENTS

Project Manager Bruce Martin reported the FY-15 grant process closed on October 31, 2014, and UASI staff members are currently vetting the proposals and ensuring compliance. Commander Houghtelling commented participants might be asked for clarification of proposals.

Bruce Martin (UASI CBRNE Project Manager) reported PRND is transitioning from development to sustainability and will become a line item at future CBRNE meetings. Project Manager Bruce Martin shared there will be a meeting in early 2015 to discuss special events.

Bruce Martin presented a PowerPoint on PRND strategy, purpose, concept of operations, grant proposal update, training, and special events (Super Bowl at Levi Stadium in 2016). The documents will be available on the NCRIC website and the UASI website as appropriate.

IV. QUICK START TRAINING

Phil White provided an update on the quick start training. A familiarization will be held on December 8th, and training will be held on December 9th & 10th. Phil told the workgroup if they had any questions to contact him.

IV. ADJOURNMENT: Next Meeting December 18, 2014 10:00 a.m.

Commander Houghtelling adjourned the meeting and the next meeting was scheduled for December 18, 2014, at 10:00 AM at the Office of Homeland Security & Emergency Services, located at 4985 Broder Blvd. in Dublin.