

## MINUTES of the REGION 26 COUNCIL

November 24, 2020

### Region 26 Council:

#### Present:

Blaine Co: Roger Guggenmos

Garfield Co: Diana Hurlburt

Greeley Co: Jordan Foltz

Loup Co: Jack Ruppel

Valley Co: Jack Van Slyke

Wheeler Co: Doug Pokorny

Law Enforce: Dave Weeks

Tri-Co Municipalities:

Valley, Greeley, Sherman

Jay Meyer, Chairman

#### Absent:

Thomas Co: Gary Eng

Sherman Co: Tom Bandur, Vice-Chair

Range Co. Municipalities:

Blaine, Loup, Garfield, Wheeler

Doug Reiter

Staff Present: Alma Beland/Director, Virginia Michalski/Dispatch Supervisor & Office Manager and Linda Lewis/Deputy Emergency Manager

Visitors Present: None

The meeting was called to order at 7:30 p.m. by Chairman Meyer.

Roll Call was taken with six (6) members present.

The meeting being duly posted and a quorum present, the Chairman proclaimed this meeting to be a legal meeting and acknowledged that the Open Meeting Act was posted in the meeting room.

Motion by Diana Hurlburt and seconded by Doug Pokorny to approve the Agenda.

Ayes (6) Nays (0) Abstain (0).

Motion by Diana Hurlburt and seconded by Roger Guggenmos to approve the October 27, 2020 Minutes. Ayes (4) Nays (0) Abstain (2).

Jordan Foltz and Dave Weeks joined the meeting at 7:35 p.m.

Alma went over the Financial Statement and explained the Fiduciary Funds (pass through money) listed at the bottom of the Budget Report in gray that the July correction we made last month did not get carried forward and would like to not do any change now until she can discuss with accountant the best way to handle these funds and maybe break them out to a separate spreadsheet.

Motion by Jack Van Slyke and seconded by Doug Pokorny to approve the October 2020 Financial Statement as is. Ayes (8) Nays (0) Abstain (0).

COVID-19 Update: Alma discussed the current Directive Health Measure and the Health Department was expecting more changes with the direction we were headed. The Governor had done no mask mandate and leaving that to the local jurisdictions to choose what they are doing.

Alma said the Health Department had reached out to the Emergency Managers asking for assistance in answering phone calls that were related to the DHM. Alma said she had told them she would not be able to because of everything rolling over to dispatch when gone, the same as some Sheriffs offering to help. It would still be an issue of rollover to our dispatch when they were out of office and we could not handle that in dispatch. There were some individuals that came forward to help and after a Conference Call with Health Department on what their job would be, they had kindly stepped down. Alma stated that there were changes on the CARES Act to assist in paying back payroll for 911 dispatch wages and part of EM wages for March through May. The Deloitte Company that was assisting with the reimbursements had been in contact and working with Alma to get everything turned in.

Alma told of the meetings that had been cancelled due to COVID that she has had to put off for now

from LEPC, North Central PET and the Law Enforcement meetings. Alma did talk to the Attorney to know that we were handling Open Meetings Act correctly.

The Credit Card was discussed and the plan was to change from credit card to a Bank Debit Card. Currently there was only a \$1000 limit on the credit card which was causing a problem in different months. After discussion on the route to go, Diana Hurlburt made a motion with a second from Jack Van Slyke to stop the credit card and get a debit card through our bank with a \$2000/day limit. This would raise the cap of \$500 that the Director had previously. Ayes (8) Nays (0) Abstain (0).

The renewal was due for the employee Simple IRA. Currently Region 26 is matching the maximum of 3% of the employee wages. Jack Van Slyke made a motion to keep the 3% match with a second from Diana Hurlburt. Ayes (8) Nays (0) Abstain (0).

Alma had presented the Employee Handbook and had sent it out as well ahead of the meeting. It had not been updated for many years and only had addendums attached for changes. The additions were all highlighted that needed included with strikethroughs of what needed removed. Certain pages were reviewed during meeting as these needed turned in on audit. Alma explained what was needed to turn in to Deloitte and that our handbook was too outdated and hard to turn in with so many addendums attached. The paid holidays had not been listed only attached etc. Linda Lewis had been working to get the handbook updated went over many of the changes and additions for them. At that time the holidays listed were discussed. Diana Hurlburt asked the Chairman to go into Executive Session to discuss employee benefits with a second from Jack Van Slyke. Executive Session was entered at 8:45 p.m. with the Director present. The Board returned from Executive Session at 9:00 p.m. Diana Hurlburt made a motion from the findings of executive session to pay the employees from the beginning of this year the holidays that were due if they had not worked those days and not received full pay and have employees sign that they understood and would accept the funds which would include adding the Friday after Thanksgiving as a paid holiday. Doug Pokorny seconded the motion. Ayes (8) Nays (0) Abstain (0). Jack Van Slyke made a motion to pay out Christmas Bonuses to the Employees as discussed in executive session. Diana Hurlburt seconded the motion. Ayes (8) Nays (0) Abstain (0).

After more discussion on the Employee Handbook. Diana Hurlburt made the motion to accept the Handbook as presented with the idea that everyone look it over and if any additional changes needed to be made, we could do that at the January 2021 meeting. Doug Pokorny seconded the motion. Ayes (8) Nays (0) Abstain (0).

Criminal Justice Board Report: Sheriff Dave Weeks had nothing to report.

Communications Center Report: Dispatch Supervisor/Virginia Michalski, had handed out a breakdown of the statistics for the previous month. They had 1631 Status Checks, 293 Paging, 245 Alarms, 241 Wants/Warrants/Registrations, 161 Traffic Violations, 128 Messages, 111 Minor Detail, 85 Rescue Calls, 74 – 911 Accidental/Disconnect, 63 Gun Permits, 55 Burn Permits, 47 Assist Citizen, 43 Assist Other Agencies, 39 Accidents, 26 Livestock Complaint, 25 Fire Calls, 25 Miscellaneous Tasks, 22 Disturbance/Harassment/Assault, 21 Animal Calls, 21 Standby for Events, 13 Motorist Assist, 13 Reckless Driver, 12 Paper Service 11 Suspicious Events, 10 Suspicious Person, 9 Direct Traffic, 9 Theft, 7 Check Welfare, 7 Criminal Mischief, 6 Radio Test, 6 Siren, 6 Weather, 5 Traffic Hazard, 5 Unknown Trouble and 28 various other incidents. Total number of contacts to the Communications Center for the month of October was 3505 including 349 – 911 calls and 1830 Administrative calls into Dispatch.

Virginia also reported on issues we had today with internet being down. The telephone company was here immediately to work on it. Alma reported that the Halsey paging had been down and Platte Valley was checking that. The Greeley tower lights had been out and were back on and then the problems with cluster flies in the Greeley tower building. Platte Valley had been out this week to work on NRIN equipment that was plugged with flies. Alma said she would be working on that situation.

Director's Report:

Alma reported on the Thedford Rural Fire Board meeting she had attended on November 10<sup>th</sup> to

get the Thedford fire and rescue moved together as well as possibly Seneca and Brownlee as one page. Alma will check on Page-My-Cell costs and they are going to hold over to December meeting after they had discussed with their departments.

Alma gave an update of the Page-My-Cell and what she found out when internet was down and also how we could test the secondary units at the departments. Alma suggested to the board to get a cell phone for dispatch that would be work use only. Employees are using their own cell phones to send out a phone number to Law Enforcement and we could also have all the Page-My-Cell connections come to that to allow them to know when a call went through.

The Public Service Commission held a public hearing on whether to increase the Cellular phone surcharge to the public from 45¢. Alma said that the first meeting was on November 11<sup>th</sup> and it was postponed to November 17<sup>th</sup> because there was not a quorum of Commissioners. On the 17<sup>th</sup> Alma ended up being the only person that testified. Alma handed out a copy of her testimony to the board so that it would explain what she was asking the Commission for and why.

NEMA held an online audit with Alma on the November 19<sup>th</sup> on her EMPG Grant and reporting. A letter had been received that all was good with the audit.

For the Region 26 financial audit, Severson and Lammers were to get in touch with us this week and had not as of yet due to them working on school audits and having COVID positives in the office.

Alma had a copy of the Merna ground lease for the Merna Tower that was discussed on the 99-year lease due to hearing of the current landowner recently being deceased.

Alma reported on the Davis Creek Communications that she had been trying to work with Platte Valley Communications on this but due to COVID positives in their office it had been placed on hold.

There is now a physical audit of equipment due to NEMA by Dec 7<sup>th</sup> on all equipment purchased by homeland security since 2013. The office has been working on that.

Other things reported on was that all Weather Service Storm Spotter Meeting next year will be online. Alma reported that the pulley broke off this week at the top of our flag pole.

Alma read the report in the NIRMA magazine that Chairman Jay Meyers had received the NIRMA Special Recognition Award for all the hard work he has done in Valley County which created a well-deserved applause by the Board.

Alma reminded the Board that next year, 2021 was the 50<sup>th</sup> Anniversary for Region 26 and that we should be thinking of something that we could do to commemorate that.

Other Business: None

Next regular meeting date will be January 26, 2021. (No December Meeting)

Chairman Meyer adjourned the meeting at 9:35 p.m.

Alma Beland, Director/Coordinator

## ACRONYMS

**APCO** – Assoc. of Public Communications Officials  
**CAD** – Computer Aided Dispatch  
**CC** – Communications Center  
**CERT** – Community Emergency Response Team  
**CNMRC** – Central Nebraska Medical Reserve Corp  
**COADs** – Community Organizations Active in Disasters  
**COOP** – Continuity of Operations Planning  
**COVID-19** – Coronavirus Disease 2019  
**C.R.I.M.E.S.** – Calls & Records Information Management Software (part of Justice Data Solutions)  
**DEQ** – Department of Environmental Quality (State)  
**DHHS** – Department of Health & Human Services (State)  
**DHM** – Directive Health Measure (for Pandemic)  
**DHS** – Department of Homeland Security  
**DR** – Disaster Recovery  
**DOR** – Department of Roads  
**E911** – Enhanced 911  
**EAS** – Emergency Alert System (FEMA)  
**ECW** – Emergency Call Works (Mfg. of 911 Equipment at Region 26)  
**EM** – Emergency Manager  
**EMD** – Emergency Medical Dispatch  
**EMPG** – Emergency Management Performance Grant  
**EMS** – Emergency Medical Services  
**EMT** – Emergency Medical Technician  
**EOC** – Emergency Operations Center  
**EPA** – Environmental Protection Agency (Federal)  
**ERG** – Emergency Response Guide (Orange Book – Hazardous Materials)  
**FAA** – Federal Aviation Administration (Report tower light outages)  
**FADD** – Foreign Animal Disease Diagnostician  
**FCC** – Federal Communications Commission (for **Radio Frequency Licenses**)  
**FEMA** – Federal Emergency Management Agency  
**FMD** – Foot and Mouth Disease (Livestock)  
**FY** – Fiscal Year  
**GAN** – Grant Adjustment Notice (aka Grant Award)  
**GIS** – Geographic Information System  
**GPS** – Global Positioning System  
**HAZMAT** – Hazardous Materials  
**HHS** – Health and Human Services (Federal)  
**HSGP** – Homeland Security Grant Program  
**ICS** – Incident Command System  
**IPAWS** – Integrated Public Alert Warning System  
**J.A.M.I.N.** – Jail Administration Management Information Network (Part of Justice Data Solutions)  
**JDS** – Justice Data Solutions (Law Enforcement Records Management & CAD software system)  
**LBF** – Lee Bird Field – North Platte (Airport) Weather Service Location  
**LBPHD** – Loup Basin Public Health Department (covers Blaine, Loup, Garfield, Wheeler, Greeley, Valley, Sherman)  
**LE** – Law Enforcement  
**LEPC** – Local Emergency Planning Committee  
**LEDRS** – Livestock Emergency Disease Response System  
**LEOP** – Local Emergency Operations Plan  
**MACH** – Mobile Architecture for Communications Handling  
**NA911** – Nebraska Association of 911 Managers  
**NACO** – Nebraska Association of County Officials  
**NAEM** – Nebr. Association of Emergency Managers  
**NEMA** – Nebraska Emergency Management Agency  
**NENA** – National Emergency Number Association  
**NESCA** – NE Emergency Services Communicators Association  
**\*NCR** – North Central Region\*  
**NCTC** – Nebraska Central Telephone Company  
**NIMS** – National Incident Management System  
**NIRMA** – NE Intergovernmental Risk Management Association  
**NRIN** – Nebraska Regional Interoperable Network  
**NX-Gen** – Next Generation 911  
**PC** – Police Chief  
**PD** – Police Department  
**\*PET** – Planning Exercise Training\*  
**POD** – Points of Dispensing (Immunization)  
**PPE** – Personal Protective Equipment  
**PMC** – Page My Cell  
**PSAP** – Public Safety Answering Point (911 Centers)  
**PSC** – Public Service Commission  
**PVC** – Platte Valley Communications  
**RFP** – Request for Proposal  
**SEAT** – Single Engine Air Tanker  
**SEOC** – State Emergency Operation Center  
**SHSP** – State Homeland Security Program  
**SO** – Sheriff's Office  
**SRS** – State Radio System  
**TEPW** – Training Exercise Planning Workshop  
**THIRA** – Threat & Hazard Identification & Risk Assessment  
**UPS** – Universal Power Supply (workstation backup power supply until generator starts)  
**VFD** – Volunteer Fire Department  
**VOAD** – Volunteer Organization Aiding Disasters  
**VOIP** – Voice over Internet Protocol  
**V-TAC** – Mutual Aid VHF Frequency Channels  
**WEA** – Wireless Emergency Alert  
**WCDHD** – West Central District Health Department (covers Thomas County)  
**W.H.O.** – World Health Organization  
**WPC** – Weather Prediction Center – Norman, OK  
**WIRAT** – Wildland Incident Response Assistance Team (State Fire Marshalls)  
**WMD** – Weapons of Mass Destruction

**\* North Central PET Region Includes:**  
Keith, Arthur, Grant, Hooker, McPherson, Logan, Custer, Holt,  
Region 24: (Cherry, Keya Paha, Brown, Rock, Boyd) and  
Region 26: (Thomas, Blaine, Loup, Garfield, Wheeler, Greeley, Valley and Sherman)

