



**Region D Homeland Security Oversight Committee
Meeting Minutes**

April 22, 2009

9:00 A.M.

**University of Missouri – Columbia Southwest Center
14548 Highway H, Mt. Vernon, MO**

Attendance:

RHSOC Members:

Tom Martin, Emergency Management
Michael Seibert, Police
Archie Dunn, Sheriff
Duane Compton, Fire
Kathleen King, County Health
John Rice, Mayor/City Administrator
Frank Washburn, County Commissioner
Gary Lewis, Industry/LEPC
Kevin Tweedy, EMS
Kent Vanderpool, 911
Rick Lewis, Volunteer Groups
Jim Hounschell, Schools

RHSOC Alternates:

Lynn Hollandworth, Emergency Management
Roye Cole, Sheriff
Robert Ward, Fire
Jeanne Millsap, County Health
Chris Berndt, HSRRS
David Hoover, EMS
Richard Roark, 911
Chris Harmon, Volunteer Groups

Ex-Officio:

John Bos, DHSS
Wendell Hall, DNR
Randall Willoughby, DNR
Debby Black, DSS
Dennis Epperly, MDA
Steve Runnels, NWS
Candy Adams, SEMA
Jane Hood, SMCOG

Open Meeting

Gary Lewis opened the meeting at 9:05 am. Self-introductions were made.

Guests/Visitors:

Paul Fennewald, OHS
Zada Farris, SEMA
Bob Kittsmiller, Dade Co OEM
Ryan Nicholls, Spfd-Greene Co. OEM
Bill Sexton, Webster County EMD
Michael White, Redings Mill FD
Larry Woods, Greene County OEM
J.R. Webb, Spfd-Greene Co. 911
Dick Mann, Webster Co. Emergency Planner
David Pennington, Springfield Fire
Rich Nordell, Jasper Co. 911
Jim McManiger, Polk County OEM
Jack Raetz, SEMA
Earl Ackley, Care Connection
Gregg Sweeten, McDonald Co. EMD
Aaron Winslow, DHSS
Dale Moore, Newton Co. Central Dispatch
Joe Bright, Dallas Co. 911
Larry Highfill, Dallas Co. OEM
Rance Duffy, Nixa Fire
Odell Mentola, Highlandville Fire District
Tom Ryan, Barton Co. EMD
Kelly Stephens, Jasper Co. Sheriff Office

Staff:

Bandi Kolbe, Mass Sheltering Coordinator
Amanda Marney, Agricultural Prep Specialist
Holly Johnston, CERT Coordinator
BJ Straw, Kaysinger Basin Regl Planning Comm.
Dorothy Wittorff-Sandgren, SMCOG

Approval of Agenda

Zada Farris stated that she would not be giving the grant update, Item 1 and there would be no report on Mental Health, Item 4. They needed to be taken off the agenda. Tom Martin moved and Kent Vanderpool seconded the motion to approve the corrected agenda for the April 22, 2009 meeting. Motion carried.

Approval of Minutes

Rick Lewis moved and Kathleen King seconded motion to approve the minutes of the January 21, 2009 meeting. Motion carried.

NEW BUSINESS

OHS HSAC and Other Initiatives

Paul Fennewald thanked SMCOG for hosting the meeting and the RHSOC for participating and making the Homeland Security program what it is. He also stated that the new administration and Governor Nixon have endorsed the current Homeland Security Regionalization Program with possibly just some minor changes. The ice storm in southeast Missouri demonstrated how the regionalization program was working. It is about more than money; it is about how people and equipment from other regions are brought in to assist where needed and work together to help speed up the recovery process. Region D is the "Poster Child" for regionalization.

Mr. Fennewald then clarified some confusion concerning the By-laws. He stated that the RHSOC is a subgroup of the Missouri Homeland Security Advisory Council (HSAC). This Council had established the By-laws for how each region is to operate in order for there to be consistency. Minor changes, such as the number of disciplines, are okay as long as not changing the overall goal of the original By-laws. Major changes must be brought up by the RHSOC Chair to the Council for discussion and possible changes.

Mr. Fennewald stated that several years ago the State came up with the concept of Area Command. It was not very successful. He commended Region D for establishing a Regional Coordination Center. It is more focused on the region not the state, and State players are involved helping with coordination, not command. The State is now focusing on this concept for the entire state. He is looking for input from other regions as to how this would work. He believes Coordination Centers would be great tools for coordinating major disasters.

Mr. Fennewald said that a related issue of Resource Staging of State assets came up with the Southeast Missouri ice storm. He used an example of cots that they have in Jefferson City. He questioned if the regions were better served keeping them in Jefferson City or dividing them up within the regions. Many agreed that the latter would be better. Mr. Fennewald said that this is an issue to be discussed by the HSAC. He would appreciate any suggestions and comments in regards to resource staging and multi-area resource centers to take to the HSAC. A database of all assets within the state, both State and Regional, will soon be entered into MERIS. He said there were questions as to whether MERIS users should have access to all these resources or just those within their Region. His opinion is that the users should have visibility to all resources but would need to go through SEMA to obtain assets from the State or the other Regions. Another issue that came out of the ice storm was asset interoperability, particularly generators. There is a question as to whether Homeland Security needed to set requirements and standardization on assets so they can be used by different areas. Once again, he asked for input on these issues.

Mr. Fennewald gave updates on the following:

MERIS: As previously mentioned, the asset inventory database is in the process of being entered. The database does not include previously purchased assets or assets purchased with other funding. If the Region wants these included in MERIS, we need to get this information to Homeland Security to be added to the database. Homeland Security is working on how to keep the contact list, equipment location, etc. updated. They are also dealing with issues regarding making MERIS more user friendly and usable as well as training issues. Mr. Fennewald welcomed any input concerning these issues.

Credentialing: The State is trying to come up with some type of state strategy. David Finch is now in charge and is putting together a working group. Anyone interested in becoming part of the group should get in touch with Mr. Finch. Separate communications regarding this will come out at a later date.

ERIP: The state is sending out Senior Reserve Volunteers to the regions to work with the First Responder communities and schools.

CI/KR: Not much going on with it right now.

School and Campus Safety and Security: See Hand out. The Third Annual Conference to be held in Columbia on July 30 and 31st. HSAC has approved scholarships for students that are working in emergency management, hopefully one from each region, to attend the conference.

Faith-Based Initiative: Many institutions involved in the Initiative are now questioning what they would do in a disaster or an event such as a shooter. Mr. Fennewald has a group working on church safety plans. The group that provides ERIP will also provide a similar site for these plans. Also, another round of regional meetings for training will be starting up soon. Information will be provided in the next couple of months.

Mr. Fennewald reported on a grant opportunity through the USDA for communities under 5,000 in population for supporting public safety. He didn't know much about it, but suggested that anyone interested to check it out.

Because of the challenges of getting many of the disciplines together to discuss Homeland Security issues or getting information out to the public or public officials, Mr. Fennewald said that a suggestion came up that the RHSOCs hold a yearly meeting and invite the disciplines and public for a "show and tell." It could be a whole day event. The October meeting was suggested because the funding is awarded in September and there can be discussion as to how to spend it. The disciplines can also give their opinions on which Investment Justifications should be used the next year. The RHSOC agreed that it would be a good idea.

Interoperable Communications Update

Mr. Fennewald gave the Interoperable Communications Update in place of Steve Devine. The Public Safety Interoperable Communications (PSIC) grant is still moving forward. There are issues concerning the State matching share. There are differing bills in the Senate and House. They are going to conference committee.

Another issue is P-25 compliance. One Region wants to buy non-compliant base stations. They plan on asking the HSAC to give them a waiver. It should be resolved at the next HSAC meeting. Anything that is not P-25 applicable, like amateur radios, already can be waived.

DHSS Updates

Aaron Winslow gave the DHSS updates in place of Paula Woodsmall. He said DHSS is committed to the regionalization process. They are looking for consistency from region to region and plan on sending a representative to all of the meetings.

Mr. Winslow stated that the hospitals are being assessed for their communications capabilities. They want to make sure the staff has the ability and training to use all communications within the hospitals. This is an ongoing process. Training and exercising is planned to make sure each hospital is up to date. DHSS also recently purchased an ACU2000 radio system. It is a software package that provides interoperability of communication devices.

Coming up on May 12-13 in Columbia and July 14-15 in Springfield will be an Agriculture and Food Vulnerability Workshop sponsored by DHSS in conjunction with the Center for Agriculture and Food Security Preparedness out of the University of Tennessee. The purpose of the course is to find potential gaps in the system and to train producers and first responders on what to look for. There also are Special Needs Workshops coming up on June 25 in Columbia and August (date to be determined) in Lake of the Ozarks for local public health and area agencies on aging.

Training Needs Survey

Jack Raetz, the Training Officer of SEMA, reviewed the SEMA Training Needs Assessment Survey. Handouts had been given to the RHSOC members and guests. This survey is used to determine what training is needed for each jurisdiction or discipline with 3,000 population or more. It targets 13 disciplines. SEMA is requesting that each discipline primary fill out the online survey and pass it on to the other discipline members they represent to fill it out as well. Once the results come in, the State can schedule these trainings. The instructions will be emailed out soon. Mr. Raetz went over the process with the RHSOC. There are also many other courses held throughout the year. SEMA's website has a training and exercise link that contains various information. Classes can be held at any time, including evenings and weekends. Anyone interested can contact Candy Adams or Mr. Raetz.

2007 Grant Procurement Update Report

Dorothy Wittorff-Sandgren gave an update on the 2007 grant procurement. \$75,199.64 had not yet been encumbered or spent. Regarding major purchases, the Mass Care trailer finally came in. The Video Conferencing equipment is in but not yet installed everywhere. The Communication Repeater Trailers are due to come in mid-May. The antennas for Command Bus are partially installed. A large order of CERT supplies is going out soon which will complete this category. Most projects are basically finished except for small items.

Reallocations of FY2007 Funding

Dorothy Wittorff-Sandgren went through the available funds for reallocation for a total of \$38,081.52. She proposed that the RHSOC fund projects that had been cut from the 2007 budget. They were as follows:

2 Cot Trailers	Mass Sheltering	\$18,000.00
80 Deluxe Cots, 450 lbs Capacity	Mass Sheltering	\$3,200.00
CERT Trailer	Mass Sheltering	\$5,000.00
Four Bar Code Scanners	Med Surge	\$16,000.00
Remaining Balance of Command Bus	Interoperable Communications	\$12,872.00
Telex C-Soft Keys	Interoperable Communications	\$7,000.00

David Hoover recommended that the bar code scanners be taken off the list because of problems they are experiencing with scanners they had purchased with other funds. But he requested that once this has been rectified, they will return to the list.

Tom Martin moved and Chris Berndt seconded motion to reallocate 2007 funds starting at the top of the project list and go down until funds expended. After discussion, motion carried by roll-call vote.

<u>RHSOC Member</u>	<u>Vote</u>	<u>RHSOC Member</u>	<u>Vote</u>
Tom Martin	<u>Yes</u>	Frank Washburn	<u>Yes</u>
Michael Seibert	<u>Yes</u>	Gary Lewis	<u>Yes</u>
Roye Cole	<u>Yes</u>	Kevin Tweedy	<u>Yes</u>
Duane Compton	<u>Yes</u>	Kent Vanderpool	<u>Yes</u>
Kathleen King	<u>Yes</u>	Rick Lewis	<u>Yes</u>
Chris Berndt	<u>Yes</u>	Jim Hounschell	<u>Yes</u>
John Rice	<u>Yes</u>		

Region D Staff Reports

Staff reports were distributed to the RHSOC.

Amanda Marney, Agricultural Preparedness Specialist, stated that a handout and report had been given out. Unless there were questions, she didn't have anything else to add at this time.

Bandi Kolbe, Mass Care/Volunteer Coordinator, had no report at this time and just wanted to introduce herself to the RHSOC. She has only been on the job about 2 weeks and has been inundated with meetings. Ms. Kolbe stated that she was excited to be working for Region D.

Holly Johnston, CERT Coordinator, stated that her report had been handed out and if anyone had any questions, they could email or call her. She had several different trainings coming up. Dates are being set for train the trainer.

State Committee Representative Reports

SETAG. Ryan Nichols and Michael White – There have been no recent meetings and no announcements. They did want to help push the training survey mentioned by Jack Raetz.

SIEC. J.R. Webb – No report. He didn't get to attend the last meeting and the minutes were not yet available

Exercise. Ty Davisson – Not present. No report.

Disciplinary Group Reports

No Reports

Other Business

Tom Martin asked about the IRIS system from the 2008 funding. Zada Farris said the HSAC will be voting on May 6th to approve the 2008 funding, and we will be allowed to spend shortly thereafter.

Michael White announced that the Incident Response Team has training May4-8 in Springfield. Only 7 have signed up so far, so they need more participants or will be forced to cancel. Deadline to sign up is this Friday.

Kevin Tweedy said that the Rapid Response (Med Surge) Trailer is here if anyone wants to look at it.

Tom Martin suggested that we should schedule the yearly meeting that Paul Fennewald discussed now. The date suggested was October 21, 2009 (the regular quarterly meeting). Kevin Tweedy moved and Tom Martin seconded that we have a yearly meeting on October 21, 2009. Motion carried. Dorothy Wittorff-Sandgren said that she would secure a site for the meeting.

The next meeting is the quarterly meeting on July 22, 2009.

Adjourn

Duane Compton moved and Kent Vanderpool seconded the motion to adjourn. Motion carried. Meeting adjourned at 11:55 a.m.

David Hall, Region D RHSOC Chair

Date Approved