



## Region D Homeland Security Oversight Committee

### Annual Meeting Minutes

October 20, 2010

10:00 A.M.

Ozark Empire Fairgrounds E\*Plex

Norton Road

Springfield, MO

#### Attendance:

##### RHSOC Members:

Lynn Hollandworth, Emergency Management

Mike Seibert, Police

Archie Dunn, Sheriff

Duane Compton, Fire

Jeanne Millsap, County Health

David Hall, HSRRS

Larry Martin, Public Works

Frank Washburn, County Commissioner

Kavan Stull, Utilities

Larry Beatty, EMS

Bonnie Witt-Schulte, 911

Chris Harmon, Volunteer Groups

Todd Schubert, Agriculture

##### RHSOC Alternates:

Lane Roberts, Police

Jim Arnott, Sheriff

Robert Ward, Fire

Travis Trent, Fire

Jaci McReynolds, County Health

Chris Berndt, HSRRS

David Brock, Public Works

Ron Potter, Mayor/City Administrator

April Tarrant, 911

Richard Roark, 911

Debi Meeds, Volunteer Groups

Lisa McCarthy, Volunteer Groups

Cheryl Mack, Schools

Charles Dake, Agriculture

##### Ex-Officio:

Randall Willoughby, DNR

Gary McLarry, MoDOT-8

Candy Adams, SEMA

Diane May, SMOG

##### Staff:

Dorothy Wittorff-Sandgren, SMOG

Andy Thomason, SMOG

Gloria Bottom, HSTCC

Sam Dingfelder, KBRPC

See Attachment A for list of remaining attendees

#### Opening Comments

Lynn Hollandworth opened the meeting at 10:00 a.m. and made opening comments. Followed by the Pledge of Allegiance.

#### Roll Call and Introductions

Lynn Hollandworth took roll call and introductions were made. Members gave short description of their discipline for the guests.

#### Approval of Agenda

Bonnie Witt-Schulte moved and Michael Seibert seconded the motion to approve the agenda for the October 20, 2010 meeting. Motion carried.

### **Approval of Minutes**

Jeanne Millsap moved and Cheryl Mack seconded the motion to approve the minutes of the July 21, 2010 meeting. Motion carried.

### **Old Business**

#### ***Report on the Missouri Safe Schools and Colleges Conference – Lisa McCarthy, Webster County CERT***

Lisa McCarthy said that she found the conference very rewarding. She thought the vendors at the conference were appropriate and the classes were interesting and educational. Ms. McCarthy mentioned one particular class that explained the A.L.I.C.E. (Alert, Lockdown, Inform, Counter, and Evacuate) Program, which showed students how to defend themselves in a classroom like in the case of an active shooter.

Ms. McCarthy thought more principals and teachers should have been there. There was a lot of administration there, but not enough people that deal with our kids every day. She would like to see the scholarships given to principals or teachers to attend the conference next year so that they can get more involved and it would be very beneficial for them.

Ms. McCarthy also suggested that CERT be more involved as an organization and a vendor at the next Conference. She said that CERT would have been very beneficial to three classes that she attended in teaching first aid and fire suppression.

### **New Business**

#### ***RHSOC Membership Changes and Introduction of New Members***

Lynn Hollandworth thanked all the primary representatives for their service over the past two years. Primaries whose terms ended stepped down and the new primaries resumed in their place. The new RHSOC members were introduced and welcomed. They were:

Chris Berndt, HSRRS  
Jim Straffus, County Commissioner  
Lane Roberts, Police  
Jim Arnott, Sheriff  
Travis Trent, Fire  
Charles Dake, Agriculture

#### ***Election of Chair***

Chris Berndt moved and Bonnie Witt-Schulte seconded the motion that the Chair (Lynn Hollandworth) would continue to the conclusion of the meeting and the incoming Chair would assume the position at the end of the meeting. Motion carried.

Travis Trent moved and Bonnie Witt-Schulte seconded the motion to nominate Chris Berndt as the new Chair. Larry Beatty moved and Cheryl Mack seconded the motion that nominations cease and Chris Berndt be elected Chair by acclamation. Motion carried.

### ***Election of Vice-Chair***

Jim Straffus moved and Larry Beatty seconded the motion to nominate Ron Potter as Vice-Chair. Bonnie Witt-Schulte moved and Jeanne Millsap seconded the motion that nominations cease and Ron Potter be elected Vice-Chair by acclamation. Motion carried.

### ***Homeland Security Grants Update – Paul Fennewald/Becky Covington***

Paul Fennewald thanked all the participants from the RHSOC members and leadership to the RPCs for making the Homeland Security Regionalization program a success. He gave an overview of the Homeland Security Program. The focus of the Office of Homeland Security (OHS) in Missouri is at the local level. They truly believe it is about the homeland. Only 20% of the Homeland Security funds remain at the state level with the rest going out to the local level. Although the Governor's Advisory Council makes the decisions at the State level on allocating the money and what Investment Justifications are put into the grant, they wouldn't be making good decisions without the input and leadership of the regions. The State has received between \$4-5 hundred million since 2001 under the umbrella of Homeland Security. A lot of that money goes to major urban areas and specific programs. Regionalization began in 2006, realizing that if the program is truly about the homeland then they need the homeland to be involved in making those decisions. What are the important capabilities that the region is building with the Homeland Security Grant money and what are its priorities. Region D has received a little less than \$5 million and it wouldn't be able to have all of its assets without the local sweat equity and passion of the people involved. The program is intended to make sure that we have the resources to keep our citizens safe and secure.

Mr. Fennewald emphasized that this program was not about putting a chicken in every pot. It is about identifying where can the resources best be shared across the region and even between regions. Where does it make sense to build capabilities collectively and where individually? What are the strategies and priorities for the region? Challenges include how the region will sustain the capabilities when the grant money goes away.

Other initiatives under the Homeland Security umbrella are the previously mentioned Missouri Safe Schools and Colleges Conference. OHS has been looking at the conference and decided to establish a Center for Education Safety. OHS is also dealing with Interoperability.

The 2011 grant application will start in January. OHS is looking for the regions to help establish the priorities (investment justifications) on the front end instead of being driven from top down. Even though funding has decreased since the program onset, they are still trying to push the money out to the region. OHS is trying to get the regions to start doing more planning. Region D is already doing some great planning such as mass care shelter planning. Mr. Fennewald encouraged the region to continue to invest in planning. OHS spent money on the Tactical Interoperable Communications Plans (TICP) for the regions and has developed a database for regional assets. They both must be kept current and a plan should be developed on how this is to be done.

OHS is also asking the regions to have a representative sit on the Strategic Interoperable Executive Committee (SIEC). The SIEC looks at the strategies of the State and how it is furthering interoperability. Region D still needs to appoint someone to that committee as a voting member. Kent Vanderpool agreed to be that person since he already attends the meetings.

Another State initiative is broadband—trying to build out broadband across the state. The regions have been asked to select a representative to sit on that advisory committee. Dorothy Wittorff-Sandgren

noted that a person has been identified as being interested, but he was unable to attend today's meeting. The selection of that person is scheduled later on today's agenda. Mr. Fennewald asked that Homeland Security be notified once that person is selected.

Mr. Fennewald said that the State is now using Adobe Connect in order to get more people to the table, especially if they can't attend the meetings. It is important to have people from different disciplines come together to build trust relationships. He said that Region D has already figured out how to take care of things for itself.

Becky Covington reported on the status of the FY10 Regionalization Grants. The new grant contracts were mailed out this week. The RHSOC is being asked to sign off on the grant and get it back to OHS by November 1. The proposals that have been approved by the RHSOC are due at the end of December. Ms. Covington said that the region is on track with the FY08 and FY09 grants.

***DHSS Update - Kathy Hadlock***

Kathy Hadlock said that she didn't have a formal update at this time. She just wanted to introduce herself and said that she would be available if anyone had any questions.

***Agriculture Update – Dr. Larry Forgey***

Dr. Forgey had emergency and was not in attendance.

***DNR Update - Randall Willoughby***

Randall Willoughby announced that the Mercury roundup is still going on to the end of the month. MERC is now doing the chemical suicide training sessions.

***Mutual Aid/IST – Michael White***

There will be an all-hazard IMT exercise on February 14-18, 2011. There are some opportunities for shadowing assignments with surrounding states. Twelve of 28 people have taken the position specific courses held throughout the country. We are sending people to the courses out of state rather than bringing the course locally, which is more expensive. More people are joining the IST Team. The SEMA training website has the all-hazard exercise information.

***Interoperable Communications Update – Steve Devine***

The State met with Motorola the day before to discuss the initiative to put Missouri Tactical Channel (MTAC) in all public safety answering points (PSAPs). This agreement to provide MTAC to the PSAPs was made in 2007. About 205 PSAPs have been identified. Any facility associated with public safety that has open 24/7 communications will get a radio to allow them to utilize MTAC and have access to the forthcoming State radio network. The radios will be purchased and installed by the State. MTAC will be put into existing base stations if the agency chooses.

The State radio network will be built in five phases. Phase one is southeast Missouri. Phase 2 is the St. Louis area to just east of Rolla. Phase 3 is southwest Missouri. Phase 4 is Kansas City, Jefferson City and the center of the state. Phase 5 is the northern Missouri plains. There will be 71 tower sites. Phase 1 has started with a pilot project in Stoddard County. Due to logistical issues with St. Louis, Phase 2 probably will be hopped over to begin Phase 3 in Region D. There are 22 sites in Phase 3. The whole process is a 36-month process. It should be completed approximately by Labor Day, 2012. The State network will be an adjunct or supplement to existing communications for most communities. A grant

program will be established to allow local agencies to upgrade their equipment and then have their local frequency go into the State system.

The FY10 grant funds for interoperable communications are changing significantly. There is a question on the grant application that asks if you can access the State radio network. If you can say yes, then any portable radios, repeaters, and base systems can be purchased. The applicant must show through a narrative how they can access the State system. Mobile radios must still be a P25 compliant, trunked radio.

***OHS Update – HSAC & Other Initiatives - Paul Fennewald***

Covered previously

***Review of Subcommittees – Investment Justifications***

Lynn Hollandworth made a few statements on the importance of the subcommittees and changes to the process, including the voting members of the subcommittees. Dorothy Wittorff-Sandgren explained the new Investment Justifications (IJs) and distributed them to the RHSOC. These IJs are:

1. Multi-State Partnership for Agriculture Security – not funded
2. Implement National Incident Management System
3. Missouri Information Technology Initiatives (MERIS)\*
4. Implement the National Infrastructure Protection Program (Critical Infrastructure)\*
5. Strengthen Information Sharing and Collaboration Capabilities
6. Strengthening Interoperable Communications Capabilities
7. Sustain CBRNE Detection and Response Capabilities
8. Missouri Emergency Medical Services Initiative
9. Strengthening Planning and Citizen Preparedness Capabilities
10. Enhance Missouri's Capabilities Through Training and Exercise (State Training Program)\*
11. Agricultural Risk Mitigation Program
12. Citizen Council Program
13. Medical Metropolitan Response System (Metropolitan areas)\*

Those with asterisks are State programs. Eight of the IJs can be used. Different IJs could also be combined together.

After conferring with Chris Berndt, Lynn Hollandworth suggested that some of the IJs and subcommittees be combined. They felt all communications should stay under the Interoperability Communications subcommittee so that they head in the same direction. He felt Agriculture should continue as a subcommittee but needs to be connected to CBRNE because of the biological disaster potential. The others can be grouped under the Mass Care subcommittee.

After discussion by the RHSOC and subcommittee members, David Hall said that he saw a natural grouping for 3 or 4 subcommittees. He suggested the following:

1. Interoperable Communications Subcommittee covering IJs 2, 5 and 6
2. EMS/Citizen Preparedness Subcommittee covering 8, 9 and 12

3. CBRNE and Agriculture could be combined, or they could be two separate subcommittees.

Bonnie Witt-Schulte said that we don't want a lot of subcommittees because of the number of available voting members. Greg Gaines and Chris Harmon agreed that combining EMS with Citizen Preparedness is a good fit because of the elimination of special needs in the sheltering system. Medical and mass care are having to work together more and more. Lynn Hollandworth and Charles Dake agreed that agriculture can be kept as a separate disciplinary committee, but would come in through the CBRNE subcommittee due to the fact that agriculture's main possible problem will be biological.

Mr. Hollandworth stated that according to the policy put in place, under this configuration for the subcommittees the chairs will be as follows:

1. EMS/Citizen Preparedness will be chaired by Chris Harmon
2. CBRNE will be chaired by Chris Berndt
3. Interoperable Communications will be chaired by Bonnie Witt-Schulte

Ron Potter moved and Jeanne Millsap seconded the motion to accept the subcommittees with the chairs as previously explained. Motion carried.

***2008 & 2009 Homeland Security Grant Program Procurement Updates-Dorothy Wittorff-Sandgren***

For the FY2008 grant, Ms. Wittorff-Sandgren reported that just about everything has been purchased with the exception of the smart board and the animal trailers. The trailers are ready and just waiting for the equipment. She stated that due to a mistype, she was in error on the remaining 2008 funds for reallocation. Instead of \$86,000 available for reallocation, the amount is actually \$36,000.

For the FY2009 grant, most of the big ticket items have been purchased. She should know what is available for reallocation by December or January.

Ms. Wittorff-Sandgren requested that the RHSOC decide how to spend the remaining balance. She noted that the next item approved on the reallocation list was the WebEOC. Although there isn't enough money to purchase the whole system, it can be broken down into different phases. Ms. Wittorff-Sandgren was informed by OHS that it can be purchased in these phases, where FY08 funds can go towards Phase I, FY09 can go towards Phase II or III, etc., if the RHSOC so chooses. WebEOC was also the next item on the list to be purchased with FY09 reallocation money. Larry Woods summarized the WebEOC system for the committee. The primary cost is 85,000 which is the base system with the servers and training. The additional system for it is the resource management system for a total cost about \$110,000. He indicated that Greene County might be able to help a little with the difference, but that amount is not yet known. The WebEOC could be used by everyone in the room on a regular basis.

A question was raised as to whether this can work with not knowing the total funds. Mr. Woods said that he didn't have the complete breakdown of the phases due this being a last minute issue. Ms. Wittorff-Sandgren said with the additional savings that will come in on the final items, it will work. Bonnie Witt-Schulte moved and Cheryl Mack seconded the motion to reallocate the remaining FY2008 funds to begin purchasing the WebEOC. Motion carried:

RHSOC Member	Vote	RHSOC Member	Vote
Lynn Hollandworth	<u>Abstain</u>	Jim Straffus	<u>Yes</u>
Lane Roberts	<u>Yes</u>	Larry Beatty	<u>Yes</u>
Jim Arnott	<u>Yes</u>	Bonnie Witt-Schulte	<u>Yes</u>
Travis Trent	<u>Yes</u>	Chris Harmon	<u>Yes</u>
Jeanne Millsap	<u>Yes</u>	Cheryl Mack	<u>Yes</u>
Chris Berndt	<u>Yes</u>	Charles Dake	<u>Yes</u>
Larry Martin	<u>Yes</u>		

**Region D Staff Reports**

*Amanda Marney, Agricultural Preparedness Specialist* - Written report in handouts. She has been working on the upcoming poultry tabletop exercise and delivering the regional agriculture plans. She asked that people interested in attending the exercise to RSVP by Friday. The exercise will be held on October 27 at the Southwest Research Center.

*Greg Gaines, Mass Care Coordinator* - Written report in handouts. He said that change is coming in sheltering. He will be working with Emergency Management Directors, county commissioners, and some mayors on these changes. The Department of Justice is getting stricter with shelters. A MOU has been signed with the Catholic Charities and the Springfield-Cape Girardeau diocese. The agreement will apply at national, state, and local levels.

*Holly Johnston, CERT Coordinator* - Written report in handouts. She has started CERT training for the schools in Joplin. There will be another class starting in Sarcoxie next Thursday evening. She also has a lot of follow-ups to do with contacts made in September.

*Carly Crocker, Exercise Coordinator* - Written report in handouts. A full-scale sheltering exercise is being planned with three shelters to be set up simultaneously in Greene, Christian, and Jasper counties. The DMACC will be up and running. They are looking for controllers and evaluators. The exercise is scheduled for December 16.

**Selection of Replacement Representative for Broadband Group**

Kent Vanderpool said that he spoke with Sean Barnwell from the Branson Police Department about this group, and he is very interested in sitting on the committee. Chris Berndt moved and Larry Martin seconded to appoint Sean Barnwell to be the Region D representative on the Broadband Committee. Motion carried.

**State Committee Representatives Reports**

*SIEC, J. R. Webb* – He deferred to Steve Devine, who informed the RHSOC that SIEC was increasing from 10 members to 21. J. R. was an original member. The additional members will represent the 9 RHSOCs and 2 UASIs.

*Exercise, Ty Davisson* – The recent earthquake tabletop exercise was well received and had a good response. The national level exercise is scheduled for May 16-20, 2011 for a New Madrid type of event. The next scheduled formal planning meeting is in January. Registration is on the SEMA website. He mentioned the mass care exercise that Carly Crocker is working on and the agriculture exercises. Mr. Davisson also wanted the RHSOC to consider what are we going to do to improve our capabilities through exercising over the next couple of years. As has been mentioned before, the federal funding

will end, and we will want to have the type of body that can sustain and be a benefit for the region. We need to come together to plan and train and coordinate. What is the region going to do to build up target capabilities? Perhaps a regional exercise committee could be set up.

**Disciplinary Group Reports**

*Emergency Management* - Encouraged all disciplines to join Southwest Missouri Emergency Support Organization (SMESO). He said it is a tremendous regional tool. The next meeting is in January. If anyone is interested, they should contact Candy Adams, SEMA, for information. The 4 Corners Conference is coming up in Branson in December.

*HS RRS* - No report at this time. Contact Chris Berndt or David Hall if you want to participate in a meeting.

*Schools* - The 3<sup>rd</sup> annual Safe and Secure Conference is scheduled for October 28 in Jefferson City.

*County Health* – The influenza vaccine is out there and available. It covers H1N1, H3N2 and Influenza B. The hospitals have grouped into four different coalitions.

**Other Business**

Lynn Hollandworth reminded the subcommittee chairs that they now need to schedule their meetings to discuss proposals for FY10 funds. The first alternates must get their preferences for which subcommittee to sit on to Chris Berndt for assignment by Friday.

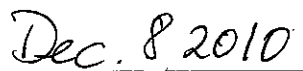
In response to a question about the General Session following lunch, Ms. Wittorff-Sandgren explained that the General Session is primarily for the general public. Lynn Hollandworth reminded everyone to look at the equipment next door and see what has been purchased with previous funding.

The next RHSOC meeting will be on December 8, 2010 at the Southwest Center in Mt. Vernon. The purpose of this meeting is to vote on proposals to submit to OHS for the FY10 funding.

**Adjourn Meeting**

With there being no further business, Larry Martin moved and Bonnie Witt-Schulte seconded the motion to adjourn the meeting. Motion carried and meeting adjourned at 12:10 p.m.

  
Chris Berndt, Region D RHSOC Chair

  
Date Approved



## Attachment A

### Other Attendees:

Fred Bennet, Salvation Army  
George Stevens, Salvation Army  
Bruce Bjorge, Western Taney Fire  
Arlo Rupke, Cedar County  
Bill Downs, St. Johns EMS  
Todd Vermillion, MSHP-D  
William Sexton, Webster Co. EMD  
Tracy Tillman, Stone Co. CERT  
Paige Behm, McDonald Co. Health  
Shea Lane, Springfield-Greene Co. OEM  
Kathy Hadlock, DHSS  
Anson Elliott, MSU  
Jill Masterson, DCHD  
Pamela Allen, DCHD  
Kermit Hargis, City of Bolivar EMA  
Eric Story, Stone Co. 911  
Trent Heimer, City of Billings  
Don Melton, City of Webb City  
Chad Linder, City of Webb City  
Mac McKeough, Joplin Health Dept.  
Rick Lewis, Polk Co. EMA  
Bill Martin, White Rock FD  
Lucy Martin, White Rock FD  
Becky Covington, OHS  
Jim Strafuss, Taney Co.  
Bonda Rawlings, Barton Co.  
Bryan Newberry, Battlefield Fire  
Phil Amtower, Christian Co. EMA  
Phil Noah, Springfield FD  
Robert Dickson, Polk Co. EMA  
Amy Haskett, McDonald Co. Health  
Julie Frank, American Red Cross  
Frank Preston, Taney Co.  
Amanda Marney, MU Extension  
Chet Hunter, Lawrence Co. EMD  
Steve Devine, MO DPS  
Greg Gaines, American Red Cross  
Paul Fennewald, OHS  
Gregg Sweeten, McDonald Co. EMD  
Bob Kulp, Newton Co. Health Dept.  
Jim McManigle, Polk Co. EMA  
Gary Roark, Newton Co. EMD  
Shawn Dilday, Neosho Schools  
Greg Hickman, Newton Co.  
Bernie McCarthy, MSU  
Kent Thomas, MSU  
David Rauch, Sen. McCaskill's Office  
Tom Ryan, Barton Co. OEM  
Pat Blevins, Barry Co. 911  
Mike Phillips, Barry Co. 911  
Roger F. Brock, Barry Co. Health Dept.  
Jim Krischke, City of Republic  
Dean Davis, Jasper Co. S/O  
Theron Becker, Polk Co.  
Dale Moore, Newton, Co.  
Ty Davisson, Greene Co. OEM  
Matt Stewart, Joplin PD  
Holly Johnston, Greene Co. OEM  
Larry Woods, Greene Co. OEM  
John Elmore, Greene Co. OEM  
Mark Erickson, Greene Co. OEM  
Carly Crocker, Greene Co. OEM  
Nancy Stephan, St. Clair Co. Health Dept.  
Kelly Stephens, Jasper Co.  
Bob Kitsmiller, Dade Co. EMD  
Melissa Duckworth, Taney Co.  
Ed Hultgren, Christian Co.  
Steve Lisby, Branson PD  
Lori Sneed, Dade Co. 911  
Ashlye Siviis, KSBRPC  
Ron Hartman, Springfield Police Dept  
Greg Higdon, Springfield Police Dept  
Nathan Bower, Forsyth Fire  
Linda Watts, Webster EMA  
James Lunsted, DHS  
Glo Abramovitz, Pierce City EMS  
John Christiansen, St. Clair Co. EMD  
Brian Keath, American Red Cross  
Michael White, MERC  
Greg Fritz, MDC  
Kent Vanderpool, Taney Co. EMS/EMA  
Andy Woody, Springfield Fire Dept  
Bob Andrews, SCES 911  
Steve McIntosh, Congressman Blunt's Office  
Harold Bengsch, Greene Co.  
J.R. Webb, Greene Co. 911  
Stacy Burks, Sen. Bonds Office  
Ryan Nicholls, Greene Co. OEM  
Katie Krushinski, Greene Co. OEM  
Jason Henry, Cox Health