



**Region D Homeland Security Oversight Committee
Annual Meeting Minutes
October 19, 2011
9:00 A.M.
Kentwood Hall
700 E. St. Louis, Springfield, MO**

Attendance:

RHSOC Members:

Lynn Hollandworth, EMD
Lane Roberts, Police
Travis Trent, Fire
Jeanne Beas, County Health
Chris Berndt, HSRRS
Bonda Rawlings, County Commission
Gary Lewis, Industry/LEPC
Kavan Stull, Utilities

RHSOC Alternates:

Ron Hartman, Police
Archie Dunn, Sheriff
David Pennington, Fire
David Hall, Fire
Jaci McReynolds, County Health
Shea Lane, HSRRS
David Brock, Public Works
Ron Potter, Mayor
David Edwards, Industry/LEPC
Nathan Bower, Industry/LEPC
Lisa McCarthy, Volunteer Groups
Shawn Dilday, Schools

Ex-Officio:

John Bos, DHSS
Wendell Hall, DNR
Randall Willoughby, DNR

Staff:

Dorothy Wittorff-Sandgren, SMCOG
Sam Dingfelder, KBRPC
Andy Thomason, SMCOG

Guests/Visitors, cont.:

Joni Botkins, OHS
Paul Fennewald, OHS
Steve Devine, OHS
Carly Crocker, Comm P & Exer Spec.
Dean Davis, Jasper Co Sheriff
Robert Dickson, Polk County EMA
Melissa Duckworth, Taney Co OEM
Jake Heisten, Congr Billy Long
Chet Hunter, Lawrence Co EMD
Holly Johnston, Region D CERT Coord
Bob Kitsmiller, Dade County EMD
Rick Lewis, Polk County EMA
Tom Martin, Stone County EOM
Bill Sexton, Webster County EMD
Gregg Sweeten, McDonald Co EMD
Michael White, Redings Mill RD
Andrew Roughton, Webb City EMA
David Rauch, Sen Claire McCaskill
Randee Kaiser, Carthage Police
Don Melton, Webb City EMA
Tabatha Wells, Aurora Police
Mike Eads, Neosho Fire
Kermit Hargis, Bolivare EMD
Lori Sneed, Dade Co 911
Roger Brock, Barry Co Health Dept
Christina Marcum, Barry Co Health
Stacy Burks, Sen Roy Blunt
Arlo Rupke, Cedar County EMD
Blaine Kennard, Greene County
K Vinson, Greene County
Ted Martin, Branson Fire
Kelly Stephens, Jasper Co Sheriff
Ryan Martin, Stone Co OEM
Bryan Newberry, Battlefield Fire
Randy Villines, Springfield Fire
Greg Hickman, Newton County
Rance Duffy, Christian Co 911
Udell Mentola, Christian Co 911
Chuck Light, Webster Co 911

Open Meeting

Opening Comments/Pledge of Allegiance

Chris Berndt opened the meeting at 9:15 a.m., followed by the Pledge of Allegiance.

Roll Call/Introductions

Roll call was taken and self-introductions were made.

Approval of Agenda

Lynn Hollandworth moved and Jeanne Beas seconded the motion to approve the agenda for the October 19, 2011 Region D RHSOC Annual Meeting. Motion carried.

Approval of Minutes of September 21, 2011 Meeting

Ron Potter moved and David Brock seconded the motion to approve the minutes of the September 21, 2011 Region D RHSOC meeting. Motion carried.

Overview of Missouri's Homeland Security Program-Paul Fennewald, OHS

Mr. Fennewald began by thanking the Southwest Missouri Council of Governments (SMCOG) for its continued support of Homeland Security and its regionalization efforts. He informed those in attendance that all Regional Planning Commissions (RPCs) had been asked to increase their workload while receiving about half as much money as in past years.

Mr. Fennewald also thanked the RHSOC and Region D for its commitment to cooperation and communication. When the regionalization program began, Region D already had a history of coordination established. The Office of Homeland Security (OHS) was able to simply begin providing money and resources to help purchase equipment and training needed to grow Region D's capabilities and strengthen the existing relationships between jurisdictions.

Mr. Fennewald spoke on the important of planning and communication as we look to the future. A key feature of disaster response planning is the ability to look back upon the response activities, such as the Joplin response, in order to learn and adapt future plans. Region D is at an advantage in the State because of its talented Area Coordinator, Candy Adams. As available funding decreases in the coming years, it will be important for jurisdictions to work together to create exercises and evaluate the response. It is also important to ensure that the region works to maintain the progress made in interoperable communications. Interoperable communication is so important that OHS made an earmark of \$10,000 for each Region solely for sustainment.

Grants- Joni Botkins, OHS

FY08: Funds are almost all spent and the grant is in its final phases. Dorothy Wittorff-Sandgren should be in the process of wrapping the grant up.

FY09: The administration of this grant is right on track. The grant doesn't close until July of 2012 and is in good shape.

FY10: Region D, like most regions, is in the middle of purchasing items with FY-10 money.

FY11: Region D received its Award Package at the beginning of October. Once the signatures are all collected on the document, it will be entered into the Electronic Grant Management System (EGMS) and we will be able to start purchasing equipment.

FY12: Joni Botkins expects to be able to talk to the regions about how much money will be available for FY12 in November or December. She doesn't know yet how bad the cuts to funding will be for that fiscal year. The regions need to begin to prioritize projects and come up with ideas. Ms. Botkins informed the RHSOC that many regions are focusing on sustainment.

Ms. Botkins personally thanked Ms. Wittorff-Sandgren for all the work she does behind the scenes. There is a lot more work than most people realize and she keeps the program on track.

Ms. Botkins announced that a Training and Exercise Workshop will be held in Jefferson City on November 9-10. Those in attendance at the workshop will work to develop a multiyear training and exercise plan for 2013-2015. Each region will send representatives to this region to discuss their region's training and exercise needs. Ryan Nicholls and Ty Davidson will be attending for Region D. There will also be a one day Citizens Corps Training on December 10 at the Lake of the Ozarks. Anyone interested should contact Matt Nutt at OHS.

There was one question from the audience about the timetable for FY12. Ms. Botkins responded that like in years past, each region will need to develop ideas and priorities for grant funds before the official Investment Justifications can be written. Paul Fennewald added that OHS will work as hard as possible to work with each region to get what they want. Ms. Wittorff-Sandgren added that the breakout sessions will be a great opportunity to begin those discussions.

Ms. Botkins also mentioned that for FY12, OHS is requiring an inventory of all assets purchased with Homeland Security grant funds. The information will be used to create a database of who has what and where.

Interoperable Communications – Steve Devine, OHS

Steve Devine said that the State is building a statewide radio network, as many people know. Phase 1 consists of the southeast part of the state and Phase 2 consists of south central and southwest parts of the state. Phase 1 and 2, the lower 1/3 of the state, should be fully operational by June of 2012. The radio network will be accessed through a special mobile radio in 207 24/7 control stations, such as police stations, 911 dispatch centers and fire houses. The special radios will not be used for day-to-day use but will be used to talk to other regions or to the State Emergency Management Agency (SEMA). He has the detailed information about the network and some related grant programs if anyone is interested.

Other Initiatives- Paul Fennewald, OHS

OHS has a goal to work with communities and, if it is at all possible, allow them to purchase the things they want to purchase. OHS wants each region to think creatively, but OHS is bound by federal regulations. If they are unable to approve a purchase, it is not because they don't want to but because there is some rule or regulation that is preventing them from saying yes. In these tough economic times, states cannot afford to get audited and have the feds find that the state inappropriately spent money and have to pay it back. The State of California has had to pay back \$3million and the State of Ohio has had to pay back \$5million. If any state is unable to repay the money, the feds will shut down the state's grant programs.

Mr. Fennewald reiterated the importance of the Training and Exercise Workshop in Jefferson City. He mentioned that the State sends out surveys to jurisdictions to gauge what training is needed and few surveys were returned. It is important to let the State know what needs the jurisdictions have in order to provide the right training opportunities. As money gets tighter, the State won't be able to provide the big training sessions with major vendors. Instead, they will have to facilitate jurisdictions training each other and possibly just fund venues for this training.

There will be a National Policy Forum at Tan-Tar-A Resort on October 25 on Preparedness and Building a Culture of Resiliency in Organizations Serving Children. The event is sponsored by the Rand Corporation. In times of disasters, having resources to care for children so first responders can focus on their jobs and not on their children is very important. The discussion will last from 9:00 a.m. to noon and is free of charge. For information, please visit the Center for Education's website.

The State is moving away from the Missouri Emergency Response Information System (MERIS) and is now using the Federal Homeland Security Information Sharing Network (HSIN). The state realized that there was no reason to reinvent the wheel and create its own network. HSIN proved successful during the response to the Deep Water Horizon spill and was used by federal, state, local and private organizations. The state of Missouri is using HSIN to distributed updated GIS overlays and will replace the Adobe Connect tool the state was using. Ms. Wittorff-Sandgren can send out forms to those interested in joining the network.

The State is trying to be smarter with how it spends its money. It is trying to focus on programs that offer lots of potential with little investment, like the Center for Education Safety.

Breakout Sessions

Chris Berndt stated the goal of the breakout session was to find the new primary for each discipline to serve on the RHSOC and a couple of alternates. The groups also needed to talk about issues and needs for the next grant cycle. He suggested that the disciplines focus on sustaining existing equipment or finishing up current projects. He reiterated that any money the region gets is important and will help the region improve.

General Session

RHSOC Membership Changes and Introduction of New Members

Chris Berndt 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:

Ryan Nicholls, Emergency Management
David Brock, Public Works
Ron Potter, Mayor/City Administrator
David Edwards, Industry/LEPC
Tom Killibrew, Utilities (not present)
Dana Aumiller, EMS (not present)
Rance Duffy, 911
Debi Meeds, Volunteer Groups (not present)

Election of Chair- Chris Berndt

As voted on the year before, the current Chair would continue to the conclusion of the meeting and the incoming Chair would assume the position at the end of the meeting. Travis Trent moved and Ryan Nicholls seconded the motion to nominate Ron Potter as the new Chair. Archie Dunn moved and David Brock seconded the motion that nominations cease and Ron Potter be elected Chair by acclamation. Motion carried.

Election of Vice-Chair – Chris Bendt

Travis Trent moved and Lisa McCarthy seconded the motion to nominate Ryan Nicholls as Vice-Chair. Archie Dunn moved and Ron Potter seconded the motion that nominations cease and Ryan Nicholls be elected Vice-Chair by acclamation. Motion carried.

DHSS Update

No Report.

Agriculture Update

No Report.

DNR Update- Wendell Hall and Randall Willoughby

It was discovered during the Joplin response that the DNR team was in desperate need of communication bandwidth, as well as space in which to coordinate its response efforts. As a result, DNR has acquired a Warrior Satellite System and a communication trailer from state surplus. The Warrior System will provide the capacity to run eight phone lines, GPS, internet, and wifi.

Mutual Aid/IST – Michael White

The Incident Support Team is continuing to grow and is up to 34 members. There are several people interested in joining as well. They are working with Ms. Wittorff-Sandgren to schedule some training sessions for which funding had been allocated. They would like an Operational Section Chief Training for the week of February 12 and an Incident Command Training during the week of May 14. There are also reports being written at many levels of government concerning the quality of the Joplin response. The final reports are expected during November.

Chris Berndt asked if the Mutual Aid Coordinators position in the Fire Marshal's office would continue to be funded. Paul Fennewald said that it would.

Other State Agencies- Steve Devin

As most everyone knows, the FCC has required state frequencies to become narrow band frequencies by January 1, 2013. The FCC has mandated that the Highway Patrol and State Fire Marshal's office implement the plan to narrow those frequencies. Those offices have decided to move the deadline forward to March 1, 2012, in order to ensure that those jurisdictions not in compliance at that time will have an opportunity to become compliant by the FCC's deadline. There is not a particular agency in charge of Sheriff's Net or Point-to-Point, but those will be transitioning as well.

Homeland Security Grant Program Procurement Update, Dorothy Wittorff-Sandgren

FY08: At the last RHSOC meeting there was approximately \$17,000 of funds that were going to be sent back to OHS. A Search and Rescue Type I equipment project that had been not funded was completed with the remaining funding. The addition project reduced the amount of money being sent back to OHS to a mere 69 cents.

FY09: Funds were relocated at the last meeting. OHS requires a new form to be completed when a budget is being changed over 10%, so Ms. Wittorff-Sandgren will be completing that in the next couple weeks. Once the forms are completed and approved, money for training and the bomb x-ray machine can be spent.

FY10: We are at the half way mark. Most of the big items have come in and all that is left are expenses related to CERT and other positions.

FY11: The contract has been sent to OHS. We will begin purchasing items as soon as it gets put into the EGMS. Ms. Wittorff-Sandgren wants to get most items purchased before the end of the year. The Missouri State University procurement specialist is retiring at the end of the year, and he makes the process very easy.

Staff Reports

Agriculture Preparedness Coordinator, Amanda Marney – Written report in handouts. Not present, but wanted everyone to look at the pictures in her report of the new equipment that has been purchased.

Mass Care Coordinator, Greg Gaine - Written report in handouts. Lisa McCarthy reported for Greg Gains that the shower trailer had been returned after 5 months of use in Joplin following the May tornado. The Mass Care Plan was in the rough draft stage, while the Greene County Mass Care draft had been completed. She also reported that 100 more workers had been trained in Mass Shelter in the Joplin area. There is also a need for 250 cots for use by church organizations. Ms. McCarthy also reported that the trailer for a second water buffalo was picked up in Arkansas and delivered to Polk County to have the tank installed.

CERT Coordinator, Holly Johnston - Written report in handouts. Ms. Johnston reported that 28 new CERT volunteers were trained at a class at College of the Ozarks. She provided support for training in Stone and Polk Counties. She also reported that the CERT organization in California was so impressed by Region D's response to the Joplin tornado that she was asked to go to Irvine, California to speak. The event went well, and she found out that their organization functions very similar to how Region D functions. It was an honor to be asked to speak, as the CERT program originated in California and now they asking us for advice.

Regional Communications Planning & Exercise Specialist, Carly Crocker - Written report in handouts. Ms. Crocker reported that a few more communication asset surveys had been returned since the last meeting, but the response rate was still a mere 27%. They had also completed 89% of the one-on-one site visits related to the asset survey. Once the survey was complete a draft communications plan would be developed by Thanksgiving. The draft will be open to comment until December 9. A training and exercise plan will also be developed and the training will likely take place the first week of February, 2012. They are also working on a website and attending Communication Chief's training, as a part of plan deliverables.

State Committee Representatives Reports

SIEC, J.R. Webb/Kent Vanderpool: Not present.

Exercise, Carly Crocker: There was recently a conference call with regional representatives about design and concept, and about the regions working together to develop scenarios. There has been debate about condensing templates and reducing the amount of required paperwork. During the conference call there was also discussion about developing scenario packets to make it easier to organize an exercise. There has also been discussion about regions developing scenarios for other regions.

Disciplinary Reports

Fire - The biggest item that is ongoing is the building of search and rescue teams. There are three Type I teams, eleven Type III teams and eleven Type IV teams. As it stands, two-thirds of the equipment and training have been secured for Type I teams, all the equipment has been secured but none of the training has been secured for Type III teams, and all of the training has been secured but no equipment for Type IV teams.

County Health - The HAM radios are still being installed in some locations, and exercising with the State has been started in those communities with functional radios. The Bioterrorism and Pandemic Contractor is now level 1 instead of 2.

Public Works - This discipline has primarily been represented by Springfield, Republic and Ozark, and David Brock would like to see more participation from the counties, other cities, or smaller road districts.

HSRRS - In the past, HSRRS has been guaranteed funding off the top, but that funding is gone. They have not asked for funds for FY11. They will, however, need funding during FY12 for sustainment.

Emergency Management - WebEOC has been launched on the county level in the region. The next step is to begin to disseminate the program to the agencies and municipalities in each county. As the program is designed, duplication and control over resources will be maintained because each county has its own unique WebEOC and jurisdictions will only have access through their respective counties. The Emergency Management Directors (EMDs) will be able to maintain control over resources by monitoring activity happening in their WebEOC.

The Regional Disaster Plan is in the process of being updated. The Southwest Missouri Emergency Support Organization (SMESO) is working to include all the work that has been done in each RHSOC discipline.

Volunteer Groups - The overall goal of this discipline is to push for citizen preparedness. Joplin showed that many volunteers have no idea what they need to do in times of disaster.

Sheriff – Archie Dunn thanked everyone for their help during the response to the Joplin tornado.

Other Business/Open Discussion

Ron Potter wanted to thank Chris Berndt for his service as the RHSOC Chair over the last year.

Ms. Wittorff-Sandgren stated that she needed comments on the location of this year's Annual Meeting so that she knew where to locate the Annual Meeting for next year.

Next Meeting Date

The next quarterly meeting will be January 18, 2012. It will likely be in Mount Vernon, as it is the most central location for the region.

Adjourn

With there being no further business, Ryan Nicholls moved and Lisa McCarthy seconded the motion to adjourn the meeting. Motion carried and meeting adjourned at 12:05 p.m.

Ron Potter, Region D RHSOC Chair

Date Approved