



Region D Homeland Security Oversight Committee
Quarterly Meeting Minutes
July 18, 2012
9:00 A.M.
Mt. Vernon Arts & Recreation Center
822 W. Mt. Vernon Blvd, Mt. Vernon, MO

Attendance:

RHSOC Members:	Guests/Visitors:
Travis Trent, Fire	Joni Botkins, OHS
Jeanne Beas, County Health	Scott Davis, OHS
Chris Berndt, HSRRS	Dave Hall, MIAC
David Brock, Public Works	O. Brown, MSHP
Ron Potter, Mayor/City Administrator	Richard O'Connor, Springfield Fire
Rance Duffy, 911	Sloan Rowland, Joplin PD
	Steve Lisby, Branson PD
RHSOC Alternates:	Chad Eutsler, Springfield PD
Ted Martin, Emergency Management	Dean Davis, Jasper County Sheriff
Matt Stewart, Police	Brent Watkins, Bolivar EMD
Archie Dunn, Sheriff	Linda Barger, Christian County EMA
Jaci McReynolds, County Health	Melissa Duckworth, Taney County OEM
Max Springer, Mayor/City Administrator	Chet Hunter, Lawrence County EMD
David Compton, EMS	Lynn Hollandworth, Republic OEM
Lisa McCarthy, Volunteer Groups	Tom Martin, Stone County OEM
Rick Lewis, Volunteer Groups	Gregg Sweeten, McDonald County EMD
	Robert Dickson, Polk County EMA
Ex-Officios:	Jay Chism, MU Extension
Randall Willoughby, DNR	Raymond Hopper, Strafford
Candy Adams, SEMA	Julie Stolting, ARC
Diane May, SMCOG	
	Staff:
	Tom Hutchings, KBRPC
	Dorothy Wittorff-Sandgren, SMCOG
	Rebecca Estes, SEMA
	Conne Burnham, Agri Prep Specialist

Open Meeting

Opening Comments/Pledge of Allegiance

Ron Potter opened the meeting at 9:00 a.m. He noted that he had resigned as the mayor of Forsyth and has to step down as the RHSOC Chair. Ryan Nicholls is out of town today and will take over the next meeting. Followed by the Pledge of Allegiance.

Roll Call/Introductions

Roll call was taken and self-introductions were made.

Approval of Agenda

Ron Potter stated that there was an addition to the agenda. Agenda item #3A under New Business needed to be added to appoint two people to attend the 2012 Missouri Communications Conference. Jeanne Beas moved and Lisa McCarthy seconded the motion to approve the amended agenda for the July 18, 2012 Region D RHSOC quarterly meeting. Motion carried unanimously.

Approval of Minutes of April 18, 2012 Region D RHSOC Quarterly Meeting

Correction to change Tom Martin's office in Attendance was noted. Jeanne Beas moved and Rance Duffy seconded the motion to approve the corrected minutes of the April 18, 2012 Region D RHSOC Quarterly Meeting. Motion carried unanimously.

State Reports

Homeland Security Grants Update – Joni Botkins

Ms. Botkins reported that the FY2009 reallocated funds are completed and all paperwork was turned in on time. She said that the FY2009 grant is right on track for completion at the end of this month. 90% has been turned in for reimbursement, but there are some large requests that she hasn't gone through yet that will finish it up. FY2010 ends July 31, 2013 and about 42% of the grant has been turned in for reimbursement. FY2011 ends on Aug 31, 2014. Nothing has been turned in for reimbursement at this time. FY2012 has been through technical review, but they need a copy of the bomb squad certification.

Ms. Botkins also talked about the training request process. If anyone wants to attend training out of state, they must fill out a training request form. This allows OHS's Training and Exercise personnel to check to make sure it is a valid and allowable training. They can also determine if the same training is being offered for free. This is a requirement for any type of training. OHS would also like to have IST training forms filled out for non-RHSOC funding, although not required. It would just help them keep up with who has been trained in what.

OHS hopes to have information on FY2013 within a few months. Chris Berndt asked if the UASIS (Urban Area Security Initiatives) will receive separate funding. Ms. Botkins said that they don't know yet. FY2013 looks like it may possibly be about the same amount as FY2012, and if so, she expects that the UASIS will keep their designation as well. She also announced that she is now the Citizen Corps Program (CCP) and E-911 representative, replacing Jay Bosch.

OHS Update – HSAC & Other Initiatives – Ron Potter

No one from OHS was available to give this update. Ron Potter had the minutes of the July 11 HSAC meeting. He reported that the grievance procedure was pretty well finalized from the RHSOC Chair perspective and will be discussed later in the meeting. There was also a presentation on a new Missouri Alert Network. Local entities will have the ability to piggy back on it. HSAC and Chris Pickering are talking about a governance structure for the RHSOC and revisiting the by-laws. Threat and Hazard Identification and Risk Assessment (THIRA) and interoperability were the two main discussions.

THIRA Update – Scott Davis

Mr. Davis explained that THIRA is intended to be a tool that allows government organizations to identify, assess and prioritize their natural and man-made risks. These assessments are to help identify capabilities and resource gaps and track their progress to address the gaps. The five mission frameworks (Prevention, Protection, Mitigation, Response, and Recover) and the 31 core capabilities are supported in the THIRA process. It is intended to build unity of effort and common strategic understanding among all State departments. It is also now a requirement for any jurisdiction wishing to apply for Homeland Security

Funding. There is a State working group with representatives from each region and several State departments. This working group is developing a THIRA for the State that is required for the FY2012 funding. The draft is due to FEMA Region 7 around September 1 so they can put their report together by the end of September. The THIRAs are due to the Federal government by the end of the year. This State THIRA is in lieu of the regional THIRAS.

This State THIRA will be used by the regions to help create regional THIRAs for FY2013 funding. The THIRA will be used in determining FY2013 grant funding for the regions. For example, how much funding needed to sustain equipment, or what projects are needed to fill gap identified by THIRA. Starting late this year, the regions will be asked to start on their THIRAs for FY2013. Chris Berndt asked how do the jurisdictions determine what is a threat. Mr. Davis said that he will answer the question once he goes through the THIRA steps.

The THIRA process involves five steps:

1. Identify threats and hazards (from Missouri's Disaster List).
2. Give context or description to those threats or hazards.
3. Examine the core capabilities that are addressed. What is to be accomplished in each core capability – the desired outcome? What is the impact?
4. Set capability targets - goals or mission. What is required to accomplish? Things that you have are sustainment. The things that you don't have are what are needed to fill the gap.
5. Request funds for sustainment and for gaps.

Mr. Davis reviewed the mission definitions and Missouri's disaster list that came from the working group. He answered Mr. Berndt's question stating that this is the list to use to determine threats and hazards for jurisdictions. Mr. Davis also went over the Template to be used. There are four tables for the first four steps. It is basically colored tabs in an Excel spreadsheet. Right now the working group is working on impacts.

According to the milestones, March 1st is the approximate date for RHSOCS to submit their grant applications. Justification for how to spend the funds is based on what comes from the regional THIRAS. There will be three tiers in the FY2013 submission process. Tier 3 is the local level, Tier 2 is the regional level, and Tier 1 is the State level. There will be a submission portal for the State Preparedness Report that will be entered at the Tier 1 level and will consolidate THIRA information.

It was asked if future funding will be based off THIRA and the answer was for the most part it will. Also asked if the grant funding be based on State THIRA or regional THIRA, but Mr. Scott wasn't sure. He hoped that it would be based on regional need. Lynn Hollandworth, who is the Region D representative to the THIRA working group, indicated that the State THIRA will dictate and funnel down to the regional THIRA level.

DHSS Update

Not there. Nothing to report.

Agriculture Update – Joni Botkins

Joni Botkins gave the report for Merrel Breyer, who could not be here. She said that he has been working with several of the RHSOC regions on preparing for their Foot and Mouth tabletop exercises, and will take an active part in the exercises. The Department of Agriculture has sponsored around 20 controlled movement exercises throughout the State. Feedback has been extremely positive from participants and public officials alike.

The Department has almost completed the FY2009 grant closeout. All the money is encumbered. He is waiting on the final invoice and payment.

Coming up, Mr. Breyer will be taking part in the Amber Waves tabletop exercises in Kansas City on July 18-20, will attend several of the quarterly RHSOC meetings in the next two weeks and will be attending a course on conducting FASCATS for Homeland Security at the end of August.

DNR Update – Randall Willoughby

Mr. Willoughby reported that the communication trailer that the Department acquired last year is now ready to go out into the field. An internal training is scheduled in Bennett Springs.

Mutual Aid/IST – Travis Trent

Handout from Sherril Gladney. Mr. Trent wanted to emphasize a few items in the report. The Fire Management Assistance Grant is available with the increased fire activity. But there are several stipulations in order to apply for the grant money. Fire has to be reported while it is still out of control. There needs to be more than one fire department actively fighting the fire. It also includes the Department of Conservation, etc. An individual fire must cost at least \$400,000 and multiple fires must cost at least \$1.2 million. Not sure if this is cost of fighting or loss or both.

The MutualAidNet is a new tool similar to one out of Ohio that was made possible through a grant thanks to the International Association of Fire Chiefs and the Missouri Association of Fire Chiefs. It is a computer based program to help with tracking resources.

Sherril Gladney is now the State Program Manager for the National Fire Incident Reporting System. She is also working on Interstate Mutual Aid Plan.

Mass Care/Emergency Human Resources Coordinator – Rebecca Estes

Rebecca Estes introduced herself. Although employed at SEMA, she is the Regional Mass Care/Emergency Human Resources Coordinator for our region. The Invitation to Faith-Based Disaster Response Meetings with Governor Nixon have been completed since the last RHSOC meeting. She has spent time in Region D with Community Organizations Active in Disasters (COADs), but is usually meeting with Red Cross, Salvation Army, etc. and doesn't see members of the RHSOC disciplines. She will be sending out emails and would like to hear more about what the RHSOC wants. She will send information to Dorothy, and she will disseminate.

Break Taken

New Business

MIAC—Lt. David Hall

Lt. Hall gave a presentation about the Missouri Information Analysis Center (MIAC). It is a Multi-disciplinary fusion center for information sharing. It provides situational awareness, assists in critical infrastructure protection and provides threat assessments. Its mission is to provide a public safety partnership that will collect, evaluate, analyze and disseminate information to agencies in a timely and secure manner. MIAC personnel have over 310 years of combined law enforcement experience. It provides tactical and strategic services 24/7, 365 days a year, manages the flow of information, provides situational awareness and a platform for sharing of intelligence and looks at all crimes and all hazards. There is a multi-disciplinary advisory board that meets quarterly. MIACX.org is its website, and anyone

can access. It contains a weekly newsletter, bulletins from other agencies and states, current news articles, developing trends and fugitive information. New capabilities include facial recognition, cataloging Critical Infrastructure Key Resources, and National Level Suspicious Activity Reporting (SARS). Lt. Hall encouraged attendees to become partners with the MIAC through its website.

Lt. Hall also talked about the Asset Protection and Response System (APRS). APRS is being used to create a statewide catalog of critical infrastructure in Missouri. It will result in one database for the entire state. It has adopted a tiering structure that is more specific than the Federal version. The program catalogs a variety of information, fire response plans, site plans, emergency response plans, etc. The system was developed by the Kansas City Police Department for use in their police cars with connections to their fire departments. Lt. Hall said that there is one issue at this time. MIAC will not be rolling this out right now because the Missouri Sunshine Law expires on Dec 31, and this info could potentially become public without the sunshine law protection. MIAC is trying to see if it could be covered by the Federal Statute. Lt. Hall said that he is presenting this to the RHSOC because in order for the system to work, it will require a multidisciplinary approach and group effort to get the information.

It was asked if the APRS will tie into the WebEOC. Lt. Hall said that they would like to see it as a module in the future. It was also asked if the MIAC is involved with THIRA. Lt. Hall said it is concerning the man-made threats. It doesn't have much experience with natural hazards.

Election of New Vice-Chair – Ron Potter

Chris Berndt nominated Dave Compton to serve as Vice-Chair. Travis Trent seconded. Jeanne Beas moved to close nominations and Ted Martin seconded the motion. Motion carried unanimously.

Grievance Procedure Review – Ron Potter

Mr. Potter reported that a grant grievance process policy was initiated earlier in the year when it was discovered that there was no such policy. Chris Pickering at OHS asked the RHSOC chairs to develop a draft policy, and Bruce Fisher with Region A wrote up this draft. Mr. Potter noticed one mistake in the draft in that it says "Rural" in the title instead of "Regional." It has been vetted through the chairs and OHS. The RHSOCs now have a chance to comment on the draft before it is presented to the HSAC at their October meeting. Please get any comments to Dorothy Wittorff-Sandgren, and she will forward them to Bruce Clemonds.

2012 Missouri Communications Conference Scholarship Recipients – Ron Potter

OHS is providing two scholarships to the 2012 Missouri Communications Conference. Mr. Potter said that three people have expressed interest, Lisa McCarthy from Webster County CERT and Sunny Goodwin and Ben Jessip from the Joplin Police Department. Dave Compton moved to approve Lisa McCarthy and one position from Joplin Police Department at their discretion to receive the scholarships. Chris Berndt seconded. Motion carried unanimously.

FY10 and FY11 Homeland Security Grant Program Procurement Updates – Dorothy Wittorff-Sandgren

FY10: Should know by end of August how much money will be available for reallocation. As of right now, there is roughly close to \$60,000 for reallocation. Mrs. Sandgren said that she was told by OHS that the radios are in that were purchased for the MoSCAP. The radios are in Jefferson City, and the recipients will be notified when to go there and pick them up.

FY11: The maintenance agreement charges are coming in and the BearCat is supposed to be in next month.

Sustainment Contingency Fund Expenditure Request - Dorothy Wittorff-Sandgren

Mrs. Sandgren reported that there is approximately \$19,000 in the sustainment contingency fund that hasn't been used. This money was set aside for any equipment that breaks. RHSOC members have heard requests or complaints at previous meetings about how counties' Elliott Systems do not work. Mrs. Sandgren said that the Regional Preparedness Subcommittee decided to contact all of the counties and see what was really out there. The good news is that all the counties are now using their Elliotts. Linda Barger created a spreadsheet to document the county responses and made up a list of the total costs. Robert Dickson explained about usage of the Elliott Systems and what can and has gone wrong. A benefit for repairing these systems is that the repairs will have a 10-year warranty. The Subcommittee is requesting funds to fix the broken systems in the amount of \$18,825. Chris Berndt asked if fixing these Elliotts would get them up and running now or will there be more repairs needed next year. Ms. Barger and Mr. Dickson said that this would get them running now. It could be possible that others will break by next year, and that would have to be dealt with next year. Chris Berndt moved and Archie Dunn seconded the motion to allocate \$18,825 to repair the various Elliott Systems within Region D. Motion carried unanimously.

Region D Staff Reports

Conne Burnham, Agricultural Preparedness Specialist – Ms. Burnham introduced herself. She said that she works for the University of Missouri Extension and Fire and Rescue Training and is taking over for Amanda Marney to finish up the MU contract. She said that one tabletop had been set up with Lawrence, Barry and Dade Counties but was postponed, and she wants to finish it up first. There are five other tabletops scheduled and then one regional exercise or possibly a final meeting to discuss the outcomes of the prior individual tabletops. She would especially like to introduce new information that is coming from the US Department of Agriculture (USDA). Ms. Burnham felt that the information gathered could and should be shared with other regions, the State and even the nation.

Mr. Burnham said that she would contact the County Emergency Management Directors and discuss the planning for the tabletops. She wanted to remind everyone that due to changes with Homeland Security policy, there no longer will be food or refreshments at these tabletop sessions. Sessions will be about four hours, so can be flexible on setting up meetings times. She gave her contact information.

Chet Hunter asked about an emergency task card that Amanda had that was in PDF. He wondered if there was a Word version that could be updated. Dave Compton said it was provided by the contractor SEC. Jay Chism said he would see if they have it and get it out to whoever needed it.

Greg Gaines, Mass Care Coordinator – Not present. Written report in handouts.

Holly Johnston, CERT Coordinator - Not present. Written report in handouts.

Jonathan Ayres, Regional Communications Planning & Exercise Specialist – Not present. Dorothy Wittorff-Sandgren reported that the Communication Plan was finished and had gone to print. The project is completed.

State Committee Representatives Reports

SIEC, J. R. Webb/Kent Vanderpool – Not present. No report.

Exercise, Lisa McCarthy – Ms. McCarthy stated that she has not been getting any reports on training or exercises held within the region or copies of the training requests. She gave her contact information. It was asked if she needs to know about any individual exercises that jurisdictions may have and she said yes. She needs to know when training and exercises are scheduled for the region so she can respond to questions asked of her by OHS. She also has to report these at the annual State Exercise/Training Subcommittee meeting.

Disciplinary Group Reports

County Health – There are extra Emergency Response Guidebooks if anyone needs any.

EMS – The triage project was such a success that the Hospital Association has supplied more triage tags for the region. EMS has also worked with the Fire Chiefs Association to develop a regional firefighter rehab program which will roll out to EMS later this month. It has begun to roll out to the fire departments.

Police – Will go look at the BearCat next month.

Other Business/Open Discussion

None


Next Meeting Date

The Annual Meeting is scheduled to be held on October 17, 2012. Dorothy Wittorff-Sandgren will send out the list of who will be going off the RHSOC.

Lisa McCarthy moved and Chris Berndt seconded the motion to hold a meeting for FY2010 reallocation on September 19, 2012 at 9:00 a.m. Location will be the Mt. Vernon Arts and Recreation Center, Mt. Vernon, MO. Subcommittees will need to meet and get their application forms to Mrs. Sandgren by September 12th.

Adjourn

Archie Dunn moved and Rance Duffy seconded the motion to adjourn. Motion carried. Meeting adjourned at 12:00 p.m.



Ryan Nicholls, Region D RHSOC Chair

9/19/12

Date Approved