



Region D Homeland Security Oversight Committee

Quarterly Meeting Minutes

January 23, 2013

9:00 A.M.

**Mt. Vernon Arts & Recreation Center
822 W. Mt. Vernon Blvd, Mt. Vernon, MO**

Attendance:

RHSOC Members:	Guests/Visitors:
Ryan Nicholls, Emergency Management	Joni Botkins, OHS
Greg Higdon, Police	Scott Davis, OHS
Jaci McReynolds, County Health	Bryan Courtney, DPS
Shea Lane, HSRRS	Matt Nutt, DPS
David Edwards, Industry/LEPC	Merrel Breyer, MDA
Dana Aumiller, EMS	Dean Davis, Jasper County Sheriff
	Melissa Duckworth, Taney County OEM
RHSOC Alternates:	Chet Hunter, Lawrence County EMD
Ted Martin, Emergency Management	Bill Sexton, Webster County EMD
Matt Stewart, Police	Greg Hickman, Newton County EMA
Steve Lisby, Police	Gary Roark, Newton County EMA
Randee Kaiser, Sheriff	Bob Kitsmiller, Dade County EMD
Mike Hall, Sheriff	Tom Martin, Stone County OEM
Paige Behm, County Health	Gregg Sweeten, McDonald County EMD
David Hall, Fire	Brent Watkins, Bolivar EMD
Chris Berndt, HSRRS	Lynn Hollandworth, Republic OEM
Ron Bailey, Public Works	Richard O'Connor, Springfield Fire
David Compton, EMS	Robert Ward, Aurora Fire
Bonnie Witt-Schulte	Jim Ludden, Bolivar Fire
Lisa McCarthy, Volunteer Groups	Mike Eads, Neosho Fire
Rick Lewis, Volunteer Groups	Sloan Rowland, Joplin Police
	Jeanne Beas, St. Clair County Health Dept
Ex-Officios:	Terra Jeffres, Red Cross
John Bos, DHSS	Greg Gaines, Red Cross
Wendell Hall, DNR	Julie Stolting, Red Cross
Randall Willoughby, DNR	Becky Bacon, Branson 911
Larry Forgey, MDA	Lori Sneed, Dade County 911
Dennis Epperly, MDA	Jason Henry, Cox Health
A O Brown, MSHP	
Candy Adams, SEMA	Staff:
	Dorothy Wittorff-Sandgren, SMCOG
	Lynda Jochims, SMCOG

Open Meeting

Opening Comments/Pledge of Allegiance

Ryan Nicholls opened the meeting at 9:01 a.m., followed by the Pledge of Allegiance.

Roll Call/Introductions

Roll call was taken and self-introductions were made.

Approval of Agenda

Lisa McCarthy moved and Jaci McReynolds seconded the motion to approve the agenda for the January 23, 2013 Region D RHSOC quarterly meeting. Motion carried unanimously.

Approval of Minutes of October 17, 2012 Region D RHSOC Annual Meeting

Corrections to Jeanne Beas' name on RHSOC Membership Changes and Lisa McCarthy's and Dana Aumiller's names on Roll Call vote and reverse the responses in the first paragraph of the Agriculture Update were noted. Shea Lane moved and Lisa McCarthy seconded the motion to approve the corrected minutes of the October 17, 2012 Region D RHSOC Annual Meeting. Motion carried unanimously.

State Reports

Homeland Security Grants Update – Joni Botkins

FY2010 ends July 31, 2013 and about 83% of the grant has been turned in for reimbursement. Dorothy Wittorff-Sandgren submitted the spending plan for FY10 and everything looks good. FY2011 ends on August 31, 2014 and about 53% has been turned in for reimbursement at this time. This is about average with the other regions and there are no problems foreseen. FY2012 also ends on Aug 31, 2014 and nothing has been turned in for reimbursement at this time.

Ms. Botkins reported that there were some unspent FY10 funds at the State level for training and exercise. The RHSOC chairs voted to give \$100,000 to the Missouri Sheriff's Foundation for a project and \$241,000 to support equipment upgrades to the communication vehicles in six of the regions. This is to be given as mini grants of about \$41,167 to the regions. Applications should be out by Friday and are due to be finished by this June 30. Greene County has agreed to submit the application for Region D. The agencies with communication vehicles are Greene County, Jasper County and Taney County Fire Protection District.

David Hall moved and Jaci McReynolds seconded to have one representative from each of the three agencies get together to make the decisions on what needs to be purchased and put in the application to OHS. Motion carried unanimously.

Ms. Botkins also wanted to thank the Citizen Corp Program (CCP) and Citizen Emergency Response Team (CERT) personnel for their support with all the changes and her taking over the program. It has been a learning experience.

Finally, Ms. Botkins gave key dates for the FY13 funding program process. They are as follows:

- January 30 - Application review working group meeting (include on representative from each region)
 - February 13 - Release of F13 application
 - February 20 – FY13 Application Workshop
- All interested in submitting an application are advised to attend. Ms. Botkins explained that due to no continuity between regions in submitting applications, this year, OHS is requesting that each jurisdiction submit their applications directly to them. They will review the applications first and then forward all eligible applications back to the RHSOCs for prioritizing.
- March 1 – Regional THIRAs are due.
 - March 29 – Applications are due.

OHS will then do preliminary administrative reviews during the 1st week of April and provide the applications to the Regions/RPCs by the 2nd week of April. The RHSOCS will have from April 15 through May 10 to conduct peer reviews and evaluations. The recommended applications/funding are due to OHS by May 15. OHS has to submit their application to the Department of Public Safety (DPS) on May 29.

Mr. Nicholls asked if anyone would like to volunteer to represent Region D on the application review working group. Lisa McCarthy said that she would volunteer. David Hall moved and Greg Higdon seconded that Lisa McCarthy represent Region D on the application review working group that is meeting on January 30. Motion carried unanimously.

David Hall then gave his concerns regarding the new process and standardizing of the scoring process. He asked why the State just doesn't do everything itself now. Ms. Botkins explained that the process was so inconsistent with other regions that some sort of standardizing and continuity had to be done because of those extremes. Chris Berndt suggested that Mr. Nicholls as the RHSOC Chair really should attend the working group meeting. Lisa McCarthy moved and David Hall seconded that Ryan Nicholls take her place as the Region D representative to the on the application review working group that is meeting on January 30. Motion carried unanimously.

THIRA Update – Scott Davis

Mr. Davis explained that Region D was asked to develop their Threat and Hazard Identification and Risk Assessment (THIRA) to help support the application process for FY13 grants. He handed out a sample of Step 5, the final step in the THIRA process for the RHSOC to review and went over it with the RHSOC. He said not to let the 16 pages scare anybody. The first three pages were just descriptions and instructions. It is due to OHS on May 15 with the recommended applications for FY13 funding. He emphasized that the last section will be the important section on deciding what projects will be funded first, because it prioritizes the 11 most important Core Capabilities. The first column shows what the Training and Exercise Planning Group chose in its November meeting as its most important Core Capabilities for awareness. But Region D may choose completely differently. The bulk of the information is in the second section, which is basically scoring and providing a gap analysis for each core capability from a POETE's standpoint. POETE stands for Planning, Organization, Equipment, Training and Exercise. The THIRA Capability Targets come from the information in the THIRA Spreadsheet. The Gap Description describes whatever will be asked for in future proposals. Scoring will be based on the chart on pages 2 and 3. A dollar amount is also requested for what it will approximately cost to sustain current projects, cost of new projects and cost to sustain new projects. It was asked if the sustainment costs were for the life of projects or yearly. Mr. Davis suggested that it be a yearly cost. It was also asked if some projects had, for example, a seven-year life. How would that be documented? Mr. Davis said that could be written in the Journal Notes. If there is any Mutual Aid in any of the Corp Capabilities, please document that in the appropriate sections.

Mr. Davis said that the State did meet the December 31 due date to submit its THIRA to the Feds. They attempted to send out the spreadsheet to the regions as requested, but it turned out to be too long.

Mr. Davis also wanted to add that he is the Critical Infrastructure Resource Guide for the State. They are in the process of revitalizing that program. In the future, he will be coming to the RHSOCs and asking for a representative(s) to help identify critical infrastructure for their regions. It plays a role in funding from the Federal side. The group will also try to determine exactly what should be considered as critical infrastructure.

Interoperable Communications Update – Bryan Courtney

Bryan Courtney introduced himself since this was his first time to Region D. He came on as the Director of the Statewide Interoperable Network (MOSWIN) last May. He reported that the building process was completed by the end of the year, and all 71 sites are constructed and operational. The coverage testing has been done in all the counties. All counties passed over 95%. There will be a coverage map on the new MOSWIN website. The network is P25 compliant and a requirement list for vendors will be on the website.

Mr. Courtney also gave an update on Missouri Statewide Communications Assistance Program (MOSCAP). The grants closed out as of December, and Tier I is complete is almost complete. All 22 agencies have purchased their radios and 14 are installed and running. The 363 MOSCAP trunked radios have been purchased and they are in the process of delivering and training. Several were brought down to be delivered to Region D today. Level One is agencies that have full-time day-to-day operations. Right now there are 22, but that number is expected to rise. Level Two is interoperability, those agencies with control stations and mobile radios. They have the ability to be interoperable when necessary on a local, county, regional and state-wide basis.

In January, the system was finished. 300 portable radios and 8,000 push to talk radios were used in a six-block area during the Inauguration in Jefferson City, with 100% completion. The State is transitioning from Build to Operational. The office in Jefferson City is at the Missouri Interoperability Center (MIC). The 24/7 technical support line is 855-4-MOSWIN. The email is moswin.sysadmin@dps.mo.gov. Everything will be on the website. Mr. Courtney then gave a demonstration on how the MOSWIN system works.

There will be another round of MOSCAP grant funding available, but it will have quick turnaround. Notices will come from the Interoperable office instead of OHS. They will prioritize flash upgrades, getting people operational and filling gaps in the MOSWIN coverage.

WebEOC Update

Not there. Nothing to report.

DHSS Update

Not there. Nothing to report.

Agriculture Update – Merrel Breyer

Mr. Breyer said that they are continuing to work with SES, Inc. on workshops, which has been very successful. The money will run out with FY10 funding, so they will try to get funding again with FY13. The Amber Waves exercise was completed and the after action report submitted. A finding was that agriculture might change with the State of Missouri, but it would still be viable after a radiological event.

He participated in the Vigilant Guard and found them to be a good resource in the case of an agriculture emergency. Two exercises on foot mouth disease were completed in other regions. It was amazing to the attendees at the amount of chaos that ensues in such a short period of time. It was a great learning experience. He also attended a multi-state conference in Alexandria, Virginia on Ag Infrastructure. He saw how little bureaucrats know about agriculture. As a result, the multi-state partnership is planning on setting up educational events for the politicians to give them a little more understanding. He gave some recommendations for the upcoming year regarding the weather and agriculture.

DNR Update – Wendell Hall

Nothing new to report.

Mutual Aid/IST

Not there. Handout from Sherril Gladney.

Mass Care/Emergency Human Resources Coordinator – Rebecca Estes

Not there. Handout from Rebecca Estes.

New Business

Addition of Hospital Discipline to RHSOC – Ryan Nicholls

Mr. Nicholls reported that it has been mentioned that we don't have any representation from the hospitals on the RHSOC. At one time, it was combined with EMS, but now they are totally separate. He wanted to know the committee's thoughts on adding it as a new discipline on the RHSOC. David Compton added that he asked this be put on the agenda because as they went through the THIRA process, he noticed that there were several areas that were outside of EMS's area. At their last committee meeting, this was brought up, and they thought it was a great idea. David Hall moved and Lisa McCarthy seconded the motion to add the Hospital Discipline to the RHSOC. Motion carried unanimously.

Discussion on RHSOC Subcommittees and Budget Process – Ryan Nicholls

Mr. Nicholls said that now that each agency submits its proposal directly to OHS, he wondered if we needed to continue with the subcommittees. Their purpose of determining what projects to be submitted to the RHSOC seemed to be no longer necessary. Dorothy Wittorff-Sandgren gave a little background on how the subcommittee system was set up for the new members. Mr. Nicholls wanted to know what the RHSOC thought. After much discussion, the members agreed that the subcommittees could still meet to recommend projects and help the participating jurisdictions submit their proposals to OHS. This could help eliminate duplication. Ron Bailey moved and Lisa McCarthy seconded the motion to keep the subcommittees and budget process as is. Motion carried unanimously.

Vote on Region D THIRA – Ryan Nicholls

Mr. Nicholls stated that the committee received a copy of the Region D THIRA to review. He said that they needed to approve it so it can be sent up to OHS by March 1. There were three basic scenarios based on a worst case. They had to be natural, man-made and technical. The THIRA working group picked a long-track tornado, a bomb incident and a hazmat incident. Historically, the region has been financing towards those types of incidents. These types of events should cover all the core capabilities and desired outcomes. He explained how they came up with the data in the THIRA. He reminded the RHSOC that the THIRA is the region's basis for the application process. Since this is the first year for the THIRA, it is just the starting point. Changes can and probably will be made in the future.

It was asked if the working group and the RHSOC could take a little more time to review the THIRA and tweak it as necessary. Mr. Nicholls said that he would find that beneficial. Scott Davis added that after talking with FEMA, they believe cybersecurity will be the top Federal priority and very few regions included it. This was a very recent development, and he wanted to bring it to the RHSOC's attention. He added that there may be funding coming down in the near future just for that. David Hall asked if there could be four events, and Mr. Davis said there could be as many as the RHSOC wanted. Mr. Hall proposed that it be added. Mr. Nicholls asked for volunteers to sit on the working group to aid with the cybersecurity portion of the THIRA. He then recommended that before the March 1 due date, the revised THIRA be sent out to the RHSOC for an email vote for approval.

Homeland Security Grant Program Procurement Updates – Dorothy Wittorff-Sandgren

FY10: Everything has been obligated and there is \$6,980 remaining. Most of that has been assigned for the Internet Propagation project.

FY11: Over three quarters of funding obligated.

FY12: Waiting on specs for the bomb suits.

Mrs. Sandgren reported that there is \$6,747 in the sustainment contingency fund for equipment repairs and the David Compton came to her with a request. Mr. Compton said that at the time the Elliott Systems were repaired with previous fund, theirs was working great. Robert Ward at the Aurora Fire Department operates it for Barry County and uses it constantly. Last week, he informed Mr. Compton that the power supply went out. Also, the camera for the system was stolen. Mr. Ward added that they have been supplying normal maintenance to the system since they received it. Unfortunately, this is something that is beyond their capacity. If the RHSOC would agree to pay for the repair and new camera with the contingency funds, they would continue to keep it maintained. It was asked if there were new procedures in place to secure the system better, and Mr. Ward said there was. The total cost would be \$3,930. David Hall moved and Lisa McCarthy seconded the motion to allocate \$3,930 to repair the Barry County Elliott System and replace the camera.

Roll call vote was taken as shown below and motion passed unanimously.

<u>RHSOC Member</u>	<u>Vote</u>	<u>RHSOC Member</u>	<u>Vote</u>
Ryan Nicholls	<u>Yes</u>	Ron Bailey	<u>Yes</u>
Greg Higdon	<u>Yes</u>	David Edwards	<u>Yes</u>
Randee Kaiser	<u>Yes</u>	Dana Aumiller	<u>Yes</u>
David Hall	<u>Yes</u>	Bonnie Witt-Schulte	<u>Yes</u>
Jaci McReynolds	<u>Yes</u>	Lisa McCarthy	<u>Yes</u>
Shea Lane	<u>Yes</u>		

Region D Staff Reports

Conne Burnham, Agricultural Preparedness Specialist – Not present. Report in handouts.

Rebecca Estes, Mass Care Coordinator – No present. Report in handouts.

State Committee Representatives Reports

SIEC, J. R. Webb/Kent Vanderpool – Not present. Dorothy Wittorff-Sandgren said that she talked to Mr. Vanderpool and the committee has not met in over two years.

Exercise, Lisa McCarthy – Ms. McCarthy said that she had nothing to report. She missed the November meeting because she was deployed to New York, and she hadn't heard anything about it since she's been back.

Disciplinary Group Reports

Police – Reported on the Bearcat and had spreadsheet of usage. Since September, it has been used 19 times. Of these, 11 were operational, 7 were for barricades and 4 were for high level search warrants. So

far all the calls have been for Springfield and Greene County. Mr. Higdon wanted to emphasize that it is for the whole region, so please make use of the mutual aid and request it when needed.

There is also a SWAT Commander Supervision Course coming up to be held at the regional training center in Springfield. No date given.

County Health - Noted that the flu cases are significantly higher earlier this year. Please take it seriously and get your flu shots.

HSRRS – As an update, it was reported that the RAE training project has already paid for itself. When the two technicians came back, they were able to immediately repair equipment that had been waiting, which presented a significant cost saving. It is also saving maintenance costs.

Other Business/Open Discussion

None

Next Meeting Date

The next meeting is scheduled to be held on April 17, 2013 at 9:00 am. Location will be the Mt. Vernon Arts and Recreation Center, Mt. Vernon, Missouri.

Adjourn

David Hall moved and Lisa McCarthy seconded the motion to adjourn. Motion carried. Meeting adjourned at 11:10 a.m.



Jaci McReynolds, Region D RHSOC Chair

4/17/13

Date Approved