



**Region D Homeland Security Oversight Committee
Annual Meeting Minutes
October 16, 2013
9:00 A.M.
Mt. Vernon Arts & Recreation Center
822 W. Mt. Vernon Blvd, Mt. Vernon, MO**

Attendance:

RHSOC Members:

Ted Martin, Emergency Management
Greg Higdon, Police
Shea Lane, HSRRS
Max Springer, Mayor/City Administrator
Dana Aumiller, EMS
Rance Duffy, 911
Lisa McCarthy, Volunteer Groups

RHSOC Alternates:

Bill Sexton, Emergency Management
Steve Lisby, Police
David Hall, Fire
Michael White, Fire
Paige Behm, County Health
Bruce Bjorge, HSRRS
Chris Berndt, HSRRS
Rick Lewis, Volunteer Groups
Greg Gaines, Volunteer Groups

Ex-Officios:

Doug Baker, DHSS
Wendall Hall, DNR
Randall Willoughby, DNR
Denise Russell, SEMA

Staff:

Dorothy Wittorff-Sandgren, SMOG
Dave Faucett, SMOG

Guests/Visitors:

Chris Pickering, OHS
Joni McCarter, OHS
Brent Hendrix, OHS
Corey Sloan, OHS
Matt Nutt, MIC
Merrel Breyer, MDA
Rebecca Estes, SEMA
Tom Martin, Stone County OEM
Ryan Nicholls, Spfd-Greene County OEM
Robert Dickson, Polk County OEM
Lynn Hollandworth, Republic OEM
Bob Kitsmiller, Dade County EMD
Gregg Sweeten, McDonald County EMD
Brent Watkins, Bolivar EMD
Melissa Duckworth, Taney County OEM
Kevin Binam, Springfield FD
Travis Trent, Logan-Rogersville FPD
Daniel Gardner, McDonald County Sheriff Dept
Jim Farrell, Greene County Sheriff Office
Eric Walters, City of Branson
Bob Stephens, City of Springfield
Rick Hess, City of Battlefield
Zim Schwartze, Spfd-Greene County 911
Lori Sneed, Dade County 911
Julie Stolting, American Red Cross
Curtis Chesick, Ozark R-VI Schools

Open Meeting

Opening Comments/Pledge of Allegiance

Shea Lane 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

David Hall moved and Lisa McCarthy seconded the motion to approve the agenda for the October 16, 2013 Region D RHSOC Annual Meeting. Motion carried unanimously.

Approval of Minutes of July 17, 2013 Region D RHSOC Quarterly Meeting

David Hall moved and Bruce Bjorges seconded the motion to approve the minutes of the July 17, 2013 Region D RHSOC Quarterly Meeting. Motion carried unanimously.

State Reports

OHS Update - HSAC & Other Initiatives – Chris Pickering

Mr. Pickering stated that a copy of the draft of RHSOC Chair Meeting minutes had been sent out so that members had an awareness of what the Chairs talked about. He reported that at the last meeting, each region entertained the establishment of a federated ID and credentialing system. This is a work in progress. The committee is working on a standardized badge. Kansas, Nebraska and Iowa are using the same mid-west card system, Salamander Solutions. Three regions have also paid the company almost enough for 50 concurrent user licenses on the software to sustain the entire state. This does not cover any equipment or supplies, just a backend interface which will also interface into WebEOC. OHS will try to get the HSAC meeting minutes to the RHSOC as soon as possible.

Corey Sloan was introduced, who will lead the NIMS Kind and Typing of equipment effort within the State. Mr. Sloan stated that he was familiar with individuals from the region and had a background in fire service and EMS. He recently served as the police chief and emergency manager in the City of Cameron. He was looking forward to working with RHSOC members on this important initiative.

Mr. Pickering presented the region's capability estimation generated from step five of the Threat and Hazard Identification and Risk Assessments (THIRA). He explained that POETE (Planning, Organization, Equipment, Training, Exercise) rankings were used to score the 31 core capabilities. According to the table of the rankings and project totals for Region D, based on project applications and rankings it was estimated that \$33,465,018 was needed to close the gaps in the region. Mr. Pickering said it was a great first effort and OHS planned on using this information for the next funding cycle. FEMA Region 7 made a few changes and OHS will add some groups to next round including hospitals and private-sector infrastructure. He concluded by showing how the grant applications married up with the gaps. Overall, the region did a pretty good job.

Interoperable Communications – Matt Nutt

Mr. Nutt gave an update on the Missouri Statewide Interoperability Network (MOSWIN) system. He said that the St. Louis area had been added to the State system. This provides a bigger footprint for the system and seamless communication for all when in roaming in the St. Louis metro area. Mr. Nutt stated that to date there were 600 agencies connected to the system with about 140 day-to-day users. Additionally, there are about 17,000 radios and 1,300 talk groups on the system. In the last round of the Missouri Communications Assistance Program (MOSCAP), 90 new agencies were added to the system. Mr. Nutt added that there would be three upcoming end-user trainings in Region D. The training dates and locations are as follows:

- November 14, 2013 in Christian County
- January 15, 2014 in Greene County
- March 19, 2014 in Barton County

Mr. Nutt provided an update to the State and Local Implementation Grant Program (SLIGP) project. The project is for the development of a nationwide emergency responder broadband network. In September, the State received \$3.1 million for the project. The first phase is underway for setting up education and

outreach efforts with local agencies. From there, they will be working on data and information gathering to send back to the federal agencies for determining the best course of continued action in each state.

Homeland Security Grants Update – Joni Botkins

Ms. Botkins reported that the FY10 grant period had closed. FY11 and FY12 will close concurrently on August 31, 2014. FY11 is 70% reimbursed and FY13 is 30% reimbursed. She informed the RHSOC that a 6 month spending plan will need to be submitted on February 28 for remaining FY11 and FY12 funds. After February 28, some modifications may be allowed between like categories but no new scope for additional projects. Ms. Botkins added that it will be important to look at the budget in January. FY13 had been loaded into the Electronic Grant Management System (EGMS) and was ready to go.

Adoption of Governor's Homeland Security Advisory Council By-laws with Region D Addendum – David Hall

Mr. Hall stated that the State had approved the revised by-laws, and now the Region D RHSOC must formally adopt the by-laws. The Region D additions to the by-laws include the addition of three disciplines of Agriculture, Hospitals and Utilities, which was separated from Private Industry.

Mr. Hall moved that the RHSOC adopt the by-laws as amended and approved by the State. Lisa McCarthy seconded the motion. Motion carried unanimously.

Ms. Wittorff-Sandgren reminded the disciplines before the break that terms for chair and vice-chair will now be for two years. The newly elected chair must be a current primary member with one year of experience or a former primary member with one year of experience. This condition is the same with the vice-chair. There also no longer term limits. And the new Chair will no longer represent a discipline. Mr. Hall also stated that the by-laws include a removal process for primary members that are absent from 50% of the meetings. He suggested that Ms. Wittorff-Sandgren reach out to disciplines to provide notice of non-participation. Wittorff-Sandgren stated that Schools were fine now, and she was talking with County Commissioners and a veterinarian who may represent Agriculture. She noted that she may need help with Utilities and suggested asking HSAC to help push for representation in this discipline. Mr. Hall suggested that as opposed to word of mouth, reaching out to discipline associations and professional groups may be the way to go to get more buy-in.

Chris Pickering wanted to add before the break that the grievance/complaint process included in the by-laws had originated in Region D. He also stated that starting this year, RHSOC Chairs will enter into agreements with Regional Planning Commissions (RPCs) for work programs outlining duties for the year. OHS will make a grant reward to the RPCs for the Work Program and Grant Management and Administration (M&A).

Mr. Hall enquired as to whether the RPCs will always do the M&A because with the previous year, it was not certain that the RPCs would perform these functions and this uncertainty led to one jurisdiction not turning in an application. Mr. Pickering responded that it was up to the chairs of the regions to decide at the State meeting each year. He said that the reason the applications were submitted directly to OHS was so that he could see what is truly needed within the regions and then present those needs to FEMA Region 7. Mr. Hall said that it was easier for planning purposes to know that the RPC will do the M&A. Mr. Pickering agreed and said that at this time, he doesn't anticipate it changing.

Mr. Hall then expressed some concern about putting grant applications together for all needs and the amount of work it required. Many jurisdictions must go to city councils and boards to initiate the grant

application process and that putting applications together for \$3.5 million worth of projects of which possibly only \$300,000 worth of funding is available is a lot of work to go through. He asked if it was possible to make some sort of streamlined grant to show intent to apply.

Mr. Pickering responded that he was hoping to get regional Investment Justifications in earlier like late December or early January, so that jurisdictions would have more time to budget. The State is also trying to consolidate all of the grants so that he has the ability to see all of the grants. There are other grant opportunities available through various agencies, and it's not possible to search for alternate funding if the grants are not visible in EGMS. If OHS knows what is needed in the regions by these applications, then they can forward these requests over to other funding sources. He realizes that it is a huge process, but if he doesn't know the needs, he can't find other funding for them. He doesn't know how to streamline the process at this time. Ultimately, the goal is for the THIRA to be a decision support template for capabilities and needs. Brent Hendrix added that their office was working on an online application to condense the process, but he doesn't know when it will be completed. Ryan Nicholls said that some agencies request a notice of interest to be submitted initially in the application process and Mr. Pickering said that he would check on that.

Shea Lane asked for clarification regarding sustainment versus a new project. Mr. Pickering said that sustainment was to sustain what we have now. The State goal at this time is not to build new capabilities. That could change in the future, but right now sustainability takes priority.

Break

General Session

RHSOC Membership Changes and Introduction of New Members - Shea Lane

New discipline group representatives were seated and introductions made. They were:

Bruce Bjorge, HSRRS
Lisa McCarthy, Volunteer Groups (returning)
Ron Bailey, Public Works
Rance Duffy, 911 (returning)
Bob Patterson, EMS (not present)
Rick Hess, Mayor/City Administrator (not present)
Curtis Chesick, Schools

Dorothy Wittorff-Sandgren said that Tim McCracken is the new primary for Utilities and Ryan Martin for Industry/LEPC.

Election of Chair - Shea Lane

Shea Lane called for nominations for a new RHSOC Chair. David Hall moved to nominate Ryan Nicholls as the new RHSOC Chair and Lisa McCarthy seconded. No other nominations were made. Motion carried unanimously.

Election of Vice Chair - Ryan Nicholls

Ryan Nicholls called for nominations for RHSOC Vice-chair. David Hall moved to nominate Rance Duffy for Vice-chair and Lisa McCarthy seconded. No other nominations were made. Motion carried unanimously.

Region D – Region’s Capability Estimation – Chris Pickering
Reported OHS Update.

DHSS Update – Douglas Baker
Nothing to report.

Agriculture Update - Merrel Breyer

Mr. Breyer reported that Harry Bozoian has been appointed as Acting Director of the Missouri Department of Agriculture (MDA) and Misti Preston as Acting Deputy Director. Mr. Breyer had been working with the Region 7 Committee on a food, agriculture, veterinary response tabletop exercise to be held in Kansas City the first part of December in conjunction with the Department of Homeland Security and the U.S. Department of Agriculture. But due to the government shutdown, the exercise is now in limbo and may be delayed or cancelled. He made note of the fact that if there was a disease outbreak now, the federal agencies would not be available immediately and it would take them time to mobilize. Mr. Breyer participated in a Region F F&MD (Food and Mouth Disease) exercise and that there was very good coordination. Communication was an issue as is usually the case. He assisted with the Calloway County nuclear plant yearly exercise and a Department of Natural Resources (DNR) Weapons of Mass Destruction (WMD) exercise which involved a component of milk contamination. The MDA is working with the Department of Health and Senior Services to build a rapid response team for any type of food-borne illness within the state. Mr. Breyer is working on the framework and all the specialists have been identified. He is also working with SEMA on the WebEOC. It was much more simplified and he highly recommended it.

DNR Update – Wendell Hall
Nothing to report.

Mutual Aid/IST – Sheryl Gladney/Mike White

Sheryl Gladney was not present but submitted a hand-out for the RHSOC. Ryan Nicholls wanted to highlight that Ms. Gladney was in the process of completing a multi-discipline mutual aid plan between fire, EMS, law enforcement and K-9. Also, the Capstone 2014 exercise is next June and it will have a mutual aid component.

Mr. White reported that the Incident Support Team (IST) members attended a very successful retreat hosted by Region D in September for the whole state. It was helpful in identifying bugs in their equipment. There were break-out sessions that were very beneficial, and it ended with an exercise. The credentialing process with the State was continuing and making progress. About 40 have been credentialed. There is a continuation of growth with the Region F team and Regions A and H are starting programs. After discussions with OHS, Region D has decided to bring in Regions A and H’s membership until they are more established. The State is funding IMT courses in that area as well as across the state, which is aiding in growth of their members. As a result from the retreat, the IST is working on an equipment needs list and creating a cache in order to coordinate resources within the state. Mr. White also reported that the Region D IST was deployed to Waynesville for about 5 days during recent flood event.

Shea Lane responded that as Corey Sloan was doing kind and typing, there may be an opportunity to discover equipment on the shelf that could be repurposed for IST deployments. Chris Pickering added that there have been many shelters purchased in the past that could fit this need. David Hall asked if the State expected the teams to be responsible for the first three days of support or if there was a credit system.

Mr. Pickering responded that there was no FEMA-type funding mechanism within the State, and he thinks the State needs to look at that. But that had to be a state legislative proposal for compensating teams if there is no federal disaster declaration. Mr. White added that their team has developed an agreement that has been used with previous events such as Joplin and Sandy where team members are paid for on-work time. Part of this money goes into an operational fund to cover future costs. They are also working on becoming a non-profit.

Mass Care Coordinator - Rebecca Estes

Ms. Estes provided a written summary for mass care. She realizes that it is for the whole state, but she hoped that the RHSOC would be interested in seeing what was happening elsewhere. She wanted to emphasize the Save the Date for the Emergency Human Services Conference scheduled for December 10 and 11 for the purpose of modeling best practices at the local level. The Missouri Voluntary Organizations Active in Disaster (VOAD) is meeting in Greene County this week as well as the Governor's Faith-based and Community Service Partnership.

Report on the RHSOC Chair Meeting – Shea Lane

Mr. Lane reported that developments from the meeting had already been discussed and had nothing to add at this time.

Report on Missouri Safe Schools & Colleges Conference by Scholarship Recipient - Daniel Gardner

Deputy Gardner, the School Resource Officer from the McDonald County Sheriff's Office, stated that it was an outstanding conference for school resource officers and was grateful for the opportunity. He said that the most beneficial aspects to him were ALICE (Alert, Lockdown, Information, Counter and Evacuation) training as well as mental health and special needs first aid sessions. A "shooter on the bus" session was very well done. He thought more officers would benefit from such conferences. Shea Lane commented that he was a speaker at the conference and it was one of the highest attended.

Improvement Planning Workshops-Ryan Nicholls

Ryan Nicholls reported that he took the results from the workshop that was held a couple of months ago to the State. Region D had six core capabilities that were chosen to focus on with training and exercising. The top four were in-line with the State's top five. He stated that future trainings and exercises were outlined and there will be a report to follow.

Homeland Security Grant Program Procurement Updates - Dorothy Wittorff-Sandgren

FY10: Completed with a balance of \$1.23. This balance was facilitated by the purchase of CERT supplies.

FY11: 76% entered into EGMS and down to a balance of \$31,668.73. Ms. Wittorff-Sandgren reported that this would be reduced further by two IST trainings at approximately \$500 each. There was still \$3,017 available in the Sustainment Contingency Fund. Kevin Tweedy with MoDRS (Missouri Disaster Response System) wanted to request funds for equipment replacements for the Rapid Medical Response Trailer purchased with FY07 funds. This included batteries, a copier/scanner and a New Life Pack Monitor LP15. David Hall asked how this was different from standard project requests. The Contingency Funds were set aside for when things break. Ms. Wittorff-Sandgren responded that she thought this equipment was not working anymore and may have worded the request wrong. The battery replacement would be sustainment and not eligible. David Hall asked for more clarification as to whether the equipment was broken and needed to be fixed or replaced. Ryan Nicholls suggested to get more specific information from Kevin Tweedy as to whether the equipment is actually not working or if this is normal sustainment which could be voted on in January. Dana Aumiller was asked if he knew of anything broken and he said he did

not, but that didn't mean it wasn't. Mr. Hall suggested tabling the project until more information could be gathered and if any of it is truly broken, vote by email vote before the January meeting. The RHSOC agreed.

FY12: Has a balance of \$94,702 with a little more than half a year of satellite phones and IST classes outstanding.

FY13: Accounts are set-up at the university and ready for purchase orders.

State Committee Representatives Reports

Exercise – Lisa McCarthy – Ms. McCarthy reported that there will be a full scale exercise conducted on November 7. She stated that there was an effort to gather more information for the exercise and identify controllers and evaluators. Ryan Nicholls added that this would be a winter storm exercise among seven counties. He added that seven county EOCs would be activated as well as the Region D Multi-agency Coordination Center (DMACC). Controllers and evaluators are needed at EOCs in Webster, Polk, Lawrence, Taney, Newton, McDonald and Barton Counties.

Disciplinary Group Reports

There were no reports at this time.

Other Business/Open Discussion

Dorothy Wittorff-Sandgren informed the RHSOC that there was a need to put someone on the credentialing sub-committee. Ryan Nicholls added that the State is rolling out a credentialing process and that a representative was needed from Region D to participate in meetings and webinars. Chris Pickering stated that meetings would be quarterly and conducted through HISN connect. Mr. Nicholls asked the RHSOC if there would be anyone willing to act in this capacity. It was noted that Tom Martin had experience with similar projects in the past and enquired as to his willingness. Mr. Martin said he would serve in that capacity if there were no other alternatives. David Hall moved to accept Tom Martin to the credentialing subcommittee. Ted Martin seconded. Motion carried unanimously.

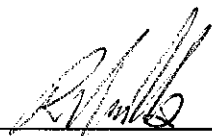
No other discussion.

Next Meeting Date

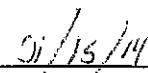
The next meeting is scheduled to be held on January 15, 2014 at 9:00 am. Location will be the Mt. Vernon Arts and Recreation Center, Mt. Vernon, Missouri.

Adjourn

Bruce Bjorges moved to adjourn the meeting. Lisa McCarthy seconded. Motion carried. Meeting adjourned at 10:49am.



Ryan Nicholls, Region D RHSOC Chair



Date Approved