



Region D Homeland Security Oversight Committee
Quarterly Meeting Minutes
January 15, 2014
9:00 A.M.
Mt. Vernon Arts & Recreation Center
822 W. Mt. Vernon Blvd, Mt. Vernon, MO

Attendance:

RHSOC Members:

Ryan Nicholls, Chair
Ted Martin, Emergency Management
David Pennington, Fire
Jaci McReynolds, County Health
Bruce Bjorge, HSRRS
Ryan Martin, Industry/LEPC
Rance Duffy, 911
Lisa McCarthy, Volunteer Groups
Curtis Chesick, Schools
Jason Henry, Hospitals

RHSOC Alternates:

Steve Lisby, Police
Michael White, Fire
Paige Behm, County Health
Chris Berndt, HSRRS
Bob Stephens, Mayor/City Administrator
Gregg Sweeten, Industry/LEPC
Paul Carter, Industry/LEPC
Dana Aumiller, EMS
Lori Sneed, 911
Rick Lewis, Volunteer Groups

Ex-Officios:

Douglas Baker, DHSS
Larry Forgey, MDA
Denise Russell, SEMS

Guests/Visitors:

Joni McCarter, OHS
Phil Amtower, Christian Co EMA
Linda Barger, Christian Co EMA
Kevin Binam, Springfield Fire
Melissa Duckworth, Taney Co OEM
Rebecca Estes, SEMA Mass Care
Sherrill Gladney, Div of Fire Mutual Aid
Greg Hickman, Newton Co EMA
Chet Hunter, Lawrence County EMD
Bob Kitsmiller, Dade Co EMD
Tom Martin, Stone County OEM
Richard O'Connor, Springfield Fire
Don Ruby, McDonald Co EMA
Brent Watkins, Bolivar OEM
Jim Ludden, Bolivar Fire

Staff:

Dorothy Wittorff-Sandgren, SMCOG
Dave Faucett, SMCOG

Open Meeting

Opening Comments/Pledge of Allegiance

Ryan Nicholls opened the meeting at 9:03 a.m., followed by the Pledge of Allegiance.

Roll Call/Introductions

Roll call was taken and self-introductions were made.

Approval of Agenda

Rance Duffy moved and Bruce Bjorge seconded the motion to approve the agenda for the January 15, 2014 Region D RHSOC quarterly meeting. Motion carried unanimously.

Approval of Minutes of October 16, 2013 Region D RHSOC Annual Meeting

Bruce Bjorge moved and Rick Lewis seconded the motion to approve of the minutes of the October 16, 2013 Region D RHSOC annual meeting. Motion carried unanimously.

State Reports

OHS Update - HSAC & Other Initiatives – Joni McCarter

Ms. McCarter reported that she was not familiar with the WebEOC initiative but had been given some bullet points from Chris Pickering. Ryan Nicholls interjected that the RHSOC was familiar with the initiative and that Region D WebEOC was pretty well integrated with the State. Ms. McCarter stated that there was a credentialing workshop on January 6. Mr. Nicholls informed her that Tom Martin will report on that later in the meeting. There was a handout including updates on the Missouri Statewide Interoperable Network (MOSWIN) prepared by Bryan Courtney. Ms. McCarter informed the RHSOC that if there were any questions she would relay them to Mr. Courtney.

Ms. McCarter informed the RHSOC that Corey Sloan was working on National Incident Management System (NIMS) kind & typing and will be meeting with stakeholders to develop a resource database. Assets will be separated into two tiers, State and Federal, with the immediate focus on Federal assets. Mr. Nicholls informed her that RHSOC members had already met with Mr. Sloan. Ms. McCarter said that she had been tasked with putting together a working group in each region of about five or six members to work on kind & typing. She added that Mr. Sloan would be compiling a spreadsheet similar to Threat and Hazard Identification and Risk Assessment (THIRA) worksheet and that other regions had used their THIRA subcommittee to act as the NIMS Kind & Typing working group. Mr. Nicholls and Dorothy Wittorff-Sandgren volunteered to put a team together.

Homeland Security Grants Update - Joni McCarter

Ms. McCarter reported that FY11 and FY12 grant cycles will close on August 31, 2014. FY11 was reimbursed 91% and FY12 at 48%. Nothing has been reimbursed for FY13. She reminded the RHSOC that a spending plan is due by February 28, 2014; this spending plan will allow the State to determine if any funding may be de-obligated. After February 28, changes and modifications to FY11 and FY12 will not be allowed, however overages may be transferred between line items. In April, there may be more funding from de-obligated projects.

FY14 application is anticipated to be out mid-February. It will be a new process this year using an online grant application. It can be edited by registered users until it is time to be submitted. There will be training workshops in the last two weeks in February. The Region D workshops will be conducted at the Greene County EOC on February 24. There will be both a Homeland Security workshop and an EMPG workshop. The workshops will run concurrently and Ms. McCarter suggested that entities that apply to both programs send a representative to cover each one. Mr. Nicholls stressed the importance of attending the workshops.

Ms. McCarter said that the State anticipated that the applications will be returned to the RHSOC by the end of March. She said that the individual agencies will once again submit their own applications directly to the State. Mr. Nicholls clarified the process for new membership and asked Ms. McCarter if the RHSOC could anticipate the return of the applications for prioritization at the April meeting. She responded that she hoped so. Jaci McReynolds asked if the applications would be sent to subcommittees first for prioritization. Mr. Nicholls stated that only one subcommittee went through their applications last year, but that option may be available to all subcommittees for FY14 applications. Ms. McReynolds then asked

about the timeline for awards after prioritization. Ms. McCarter responded that she was uncertain but more information would be available at the workshops. It may also be possible that one jurisdiction can apply on behalf of several if their projects are the same, such as similar training or sustainment fees. She also stated that the Federal government requires an inventory from the State every two years and that an inventory will need to be submitted in FY14.

Interoperable Communications - Bryan Courtney

Not present. Handout provided.

DHSS Update

Nothing to report.

Agriculture Update

Not present. Handout provided.

DNR Update - Wendell Hall

Not present. No report.

Mutual Aid/IST – Sherril Gladney

Ms. Gladney reported that January marks the beginning of the fire department registration period. Statute authority dictates that the Division of Fire Safety gathers information from fire departments every year. Forms are available online, but thus far there has been a 50/50% success rate. Paper forms are available and can be submitted by fax or email. The basis for information gathering is the development of a resource list. It has been useful for the kind & typing initiative. She stated that last year there was a 70% compliance rate for getting information submitted, which is a high number compared to previous years. Although there is statute authority, there is no way to enforce registration. However, Interoperable Communications contacted Ms. Gladney for registration information following up on MOSWIN grant applications and some fire departments were denied due to non-registration.

Ms. Gladney informed the RHSOC that she had sent out an email requesting frequency sharing agreements update information. There are new forms with updated language so copies of updated agreements will be needed to replace agreements executed in previous years. The updated forms are on the website and can be completed online. The Fire Marshal's office owns the licenses for fire mutual aid frequencies and an agreement must be in place to use frequencies. It is not just for fire agencies but 911, ambulance and law enforcement, etc.

Ms. Gladney reported that K-9 registration is available at all times. There is no statutory requirement but the information is valuable. There are about 90 registered assets at this time which is a great deal more than before the Joplin tornado. These forms are also online.

There is an Incident Support Team (IST) all hazards class going on in Blue Springs. New members from region A and H are attending the class. Ryan Nicholls stated that members of regions A and H will be joining Region D, increasing membership from 51 to 75-76. Ms. Gladney stated that there will be another peer review committee to certify IST members' credentials in March.

Ms. Gladney will be attending a meeting next week that started with an idea that came out of the All-Hazards Incident Management Team Conference a few months ago. Illinois approached the Missouri group to see about getting all the Midwest states together to see how they can help each other out. The

IST programs will focus on developing partnerships, lessons learned and best practices. There is a similar effort underway with fire services. Illinois has a system called the Mutual Aid Box Alarm System (MABAS) and have invited the surrounding states to come together and see how they can do better interstate mutual aid. This is also tied into Capstone, the multi-state earthquake exercise scheduled for June. Objectives include communications with other states and the use of technology, such as WebEOC. Ms. Gladney noted that if local agencies would like to propose other objectives they may be included.

Mass Care Coordinator – Rebecca Estes

Ms. Estes reported on the Emergency Human Services Conference which focused on Community Organization Active in Disasters (COAD) development and sustainment. The theme was “Modeling Best Practices throughout the State.” The conference was well attended with over 100 attendees.

Highlights for last quarter include the “Reception and Care” template for the Local Emergency Operations Plan is going through an update. This will be made available to the Planning Division at SEMA later this month to share with Area Coordinators and local Emergency Management Directors. The Federal Disaster Case Management Grant that came after DR1980 had been closed last quarter, and the after action review was held in November. The report summarizing the findings in the review will be shared with the Disaster Case Management Committee. A staff member presented at the Sustainability Disaster Recovery Conference at St. Louis University. Missouri’s COAD model was highlighted as a best practice for resiliency in a community. Staff also presented in the International Association for Emergency Managers Conference. The presentation was how integrating access and functional needs concepts all the way through to recovery, such as through Universal Design, is just as important as making sure shelters are accessible.

The Congregational Disaster Readiness Training is scheduled for March 28 and 29 in Columbia. In the next quarter there will be a focus on the functional assessment support team concept of operations.

New Business

Homeland Security Grant Procurement Updates - Dorothy Wittorff-Sandgren

FY11: All projects have been completed and 91% has been spent leaving a remainder of about \$26,000 to go towards reallocation.

FY12: Although there is about \$87,000 currently available, there will be more drawn down for expenditures including communication fees and IST trainings. There will be more money left for reallocation from the IST budget because the State has been holding more classes. Mr. Nicholls added that the IST has been getting the required training, but FEMA has increased trainings and is paying for travel and lodging and SEMA has been conducting more training in-state, leaving about \$10,000 to be reallocated. Ms. Wittorff-Sandgren said there will be approximately a total of \$50,000 available for reallocation from FY12 and possibly more. Jasper County still needed to have the satellite system on their communications vehicle replaced and as of yet, nothing had been done. If it doesn’t get completed, that would leave a lot of money left over.

FY13: \$27,457 has been spent or obligated.

\$76,234.48 is currently available for reallocation.

Jaci McReynolds asked for clarification as to whether the reallocated funds were to be kept in the region as long as they are in the final spending plan due February 28th. Joni McCarter responded affirmatively

that this would be the case. Ryan Nicholls reminded the RHSOC that there was a bomb robot project that was partially funded in FY13 and that the RHSOC agreed to apply any de-obligated funds to complete the project. The remainder to be funded on the project was \$26,000 leaving approximately \$50,000 to be reallocated.

FY11 & FY12 Reallocation of Remaining Funds Applications Q & A

Ryan Nicholls informed the RHSOC that there were three new funding applications to be considered and opened the floor for project Q & A. He stated that the projects to be scored included a Rapid Response Trailer, Cardiac Monitor Upgrade and MoCERT1. There was a question as to whether the RHSOC had actually voted to apply reallocated funds to the hanging project from FY13 prioritization. Ms. Wittorff-Sandgren said that she would access the minutes from the July 16, 2013 RHSOC quarterly meeting to see if there was an actual vote to apply any remaining funds to complete the partially funded Non-Energetic Remote Access Tool project.

Ryan Nicholls proceeded with the funding application Q & A.

Cardiac Monitor Upgrade, \$66,463.40 - Dana Aumiller

This project is to replace two outdated cardiac monitors that are part of the equipment cache for the Taney County HSRT. The monitors have a life expectancy of only so many years. They have received notice that the contracts will not be renewed this year and the monitors will become unserviceable. Jaci McReynolds asked how many monitors were available in total. Mr. Aumiller responded that there were just the two. Jason Henry asked since the Disaster Medical Assistance Team (DMAT) was also asking to replace their cardiac monitor, if there was a possibility to share resources with them since the equipment is stored in the same area. Mr. Aumiller responded that it could be a possibility unless deployed simultaneously to different locations. When asked if he would consider getting one, he said that he would be willing to split the project if necessary. Turnaround time is pretty quick.

Rapid Response Trailer, \$45,188.88 - Dana Aumiller

The RRT was originally purchased through the RHSOC by the Taney County Ambulance and was transferred a year or two ago to the Missouri Disaster Response System (MoDRS) since it fit in their response model better. It is a 6-bed portable emergency room and medical support trailer that has been used multiple times. It also needs to replace its cardiac monitor as well as other outdated equipment and supplies. The MREs (Meals Ready to Eat) are not eligible. Ryan Martin asked if any of the supplies and equipment have been reimbursed from the disaster responses and the answer was yes. This request is just to replace aging supplies and equipment.

MoCERT1, \$4,452.5 - Chet Hunter

The requested funds are necessary to support the regional MoCERT1 program that encompasses nine (9) counties in the region. These Community Emergency Response Teams (CERT) have proven to be valuable assets to the communities in times of crisis and the money does get used. They have sent volunteers to Joplin, Branson and Moore, Oklahoma. Jaci McReynolds asked why the project only covered nine counties. Mr. Hunter responded that there was only interest from nine counties, Christian, Greene, Lawrence, Webster, Branson in Taney County, Newton, McDonald, Stone and Polk. But if other counties express interest, they will certainly be added to the initiative. Linda Barger added that members from the group have also gone to help the other counties with individual CERT programs. There was a question about some of the line items and if the estimates weren't exact and Joni McCarter informed the RHSOC that reallocations between line items would be allowed after the February 28 deadline.

Ryan Nicholls informed the RHSOC that after checking, it turned out that the motion to approve FY13 prioritization at the July 16 quarterly meeting did not include wording that any remaining funds be applied to the Non-Energetic Remote Access Tool project. He said that a discussion or a motion was needed to reallocate funds to finish up the project. Lisa McCarthy moved and Bruce Bjorge seconded the motion to utilize reallocated funds from FY11 and FY12 to fund the remaining balance of the Non-Energetic Remote Access Tool.

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

RHSOC Member	Vote	RHSOC Member	Vote
Ted Martin	<u>Yes</u>	Ryan Martin	<u>Yes</u>
Steve Lisby	<u>Yes</u>	Dana Aumiller	<u>Yes</u>
David Pennington	<u>Yes</u>	Rance Duffy	<u>Yes</u>
Jaci McReynolds	<u>Yes</u>	Lisa McCarthy	<u>Yes</u>
Bruce Bjorge	<u>Yes</u>	Curtis Chesick	<u>Yes</u>
Bob Stephens	<u>Yes</u>	Jason Henry	<u>Yes</u>

BREAK

FY11 & FY12 Reallocation of Remaining Funds Application Scoring

Project Name	Budget	Funds	Score
Remaining Balance		\$48,037.03	
Rapid Response Vehicle	\$45,188.88	\$2,858.14	339
Cardiac Monitor Upgrade	\$66,463.40	-63,615.24	338
MOCERT1	\$4,452.50	-68,067.75	327

Approval of Reallocations of FY11 & FY12 Remaining Funds

Jason Henry moved and Lisa McCarthy seconded the motion to approve spending reallocated funds on the Rapid Response Trailer project with all remaining reallocated funds going to fund MoCERT1 line items.

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

RHSOC Member	Vote	RHSOC Member	Vote
Ted Martin	<u>Yes</u>	Dana Aumiller	<u>Yes</u>
Steve Lisby	<u>Yes</u>	Rance Duffy	<u>Yes</u>
David Pennington	<u>Yes</u>	Lisa McCarthy	<u>Yes</u>
Jaci McReynolds	<u>Yes</u>	Curtis Chesick	<u>Yes</u>
Bruce Bjorge	<u>Yes</u>	Jason Henry	<u>Yes</u>
Ryan Martin	<u>Yes</u>		

Ryan Martin moved and Steve Lisby seconded the motion to authorize the RHSOC chair to send a letter to the Jasper County project director guaranteeing that they would expend funds for the new satellite system on the communications vehicle by August 31, 2014. If the RHSOC has not heard within 30 days, it will reallocate the funds. Motion carried unanimously.

Steve Lisby moved and Bruce Bjorges seconded the motion to authorize the Southwest Missouri Council of Governments to submit the final spending plans for FY11 & FY 12 funds due on February 28, 2014. Motion carried unanimously.

State Committee Representatives Reports

Credentialing – Tom Martin

Mr. Martin attended the Badging and Credentialing Cooperative Planning meeting the previous Friday in Jefferson City, and the team agreed on a common badging template that includes color coordinating disciplines and placement of name and employer information location and universal bar code. There was a statewide conversation about vendors and moving away from proprietary constraints used with one particular vendor. This had been a concern with Mr. Martin and several others on the team. He agreed with Chris Pickering in developing a uniform approach to inform vendors of the State needs. Another meeting is scheduled for February. A committee will submit a proposed template to the RHSOC and discipline groups. There would be an attempt to inform all stakeholders and disciplines throughout the state hoping for a consensus among all groups. Mr. Martin stated that all comments could be sent directly to him.

Exercise/Training – Melissa Duckworth

Ms. Duckworth reported that a State report resulting from information gathered at the Improvement Planning workshop held last year regarding the Region D multi-year training and exercise planning is out. The report would be made available to the region. It focuses on identifying capabilities from the THIRA and required purchasing information. The Capstone exercise on June 16-20, 2014 previously mentioned will count as a full-scale exercise for Emergency Management Performance Grant (EMPG) recipients. The Capstone will use the 2011 NLE (National Level Exercise) injects, so she would like to collect those from local jurisdictions. She is developing a calendar for all trainings or exercises in each jurisdiction in the region for developing an overview.

Disciplinary Group Reports

No reports

Other Business/Open Discussion

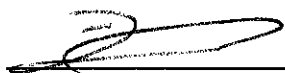
No Discussion

Next Meeting Date

The next meeting is scheduled to be held on April 16, 2014 at 9:00 am. Location will be the Mt. Vernon Arts and Recreation Center, Mt. Vernon, Missouri.

Adjourn

Jaci McReynolds moved and Bruce Bjorges seconded the motion to adjourn. Motion carried. Meeting adjourned at 11:14 a.m.



Rance Duffy, Region D RHSOC Chair

4-16-14

Date Approved