Region D Homeland Security Oversight Committee
Quarterly Meeting Minutes
October 21, 2009
2:00 P.M.
Ozark Empire Fairgrounds E*Plex
Norton Road, Springfield, MO

Attendance:

RHSOC Members:
Tom Martin, Emergency Management
Mike Seibert, Police
Archie Dunn, Sheriff
Duane Compton, Fire
David Hall, HSRRS
John Rice, Mayor/City Administrator
Frank Washburn, County Commissioner
Kathleen King, County Health
Kevin Tweedy, EMS
Kent Vanderpool, 911
Rick Lewis, Volunteer Groups
Tim McCracken, Utilities
Todd Schubert, Agriculture

RHSOC Alternates:
Lynn Hollandworth, Emergency Management
Larry Beatty, EMS
Jeanne Millsap, County Health
Cheryl Mack, Schools
Bonnie Witt-Schulte, 911
Robert Ward, Fire
Charlie Neubert, Fire
Chris Harmon, Volunteer Groups
Chris Berndt, HSRRS
Gary Lewis, Industry/LEPC
Carol Hirsch, Mayor/City Administrator
Kavan Stull, Utilities

Ex-Officio:
Candy Adams, SEMA
Wendell Hall, DNR
Randall Willoughby, DNR
Greg Fritz, MDC
Bud Hayes, Kaysinger Basin Regl Planning Comm.

See Attachment A for list of remaining attendees

Open Meeting.
David Hall opened the meeting at 2:15 pm. Self-Introductions were made.

Approval of Agenda
Mike Seibert moved and Tom Martin seconded the motion to approve the amended agenda for the October 21, 2009 meeting, adding the Reallocation of FY07 Funds and Restructuring the Subcommittees. Motion carried.

Approval of Minutes
Tom Martin moved and Rick Lewis seconded motion to approve the minutes of the July 22, 2009 meeting. Motion carried.

Tom Martin moved and Gary Lewis seconded motion to approve the minutes of the August 19, 2009 meeting. Motion carried.
New Business

**RHSOC Membership Changes and Introduction of New Members – David Hall**
Primaries whose terms ended stepped down and the new primaries resumed in their place. The new RHSOC members were introduced and welcomed. David Hall thanked all for their service.

**Restructuring of the Subcommittees - David Hall**
David Hall asked that the RHSOC consider some sort of restructuring of the RHSOC subcommittees as proposed by Ryan Nicholls. Mr. Nicholls said that he thought there was a lack of continuity with the subcommittees. Mr. Hall explained to the new RHSOC members and guests what the three subcommittees being discussed were, Interoperable Communications, Planning and Citizen Preparedness, and Medical Surge. It was suggested that possibly each discipline appoint someone within their discipline to each of the subcommittees. Mr. Hall wondered if the RHSOC should put together a small committee to address the subcommittee issue. After more discussion, Larry Beatty moved and Tim McCracken seconded motion to table the discussion until after the new officers were installed. Motion carried.

**Election of Chair – David Hall**
David Hall called for nominations for RHSOC Chair. Lynn Hollandworth, Emergency Management, was nominated. Gary Lewis moved and Duane Compton seconded that nominations cease. Motion carried. Bonnie Witt-Schulte moved and Mike Seibert seconded the motion to elect Mr. Hollandworth as the Region D RHSOC Chair by acclamation. Motion carried.

Lynn Hollandworth now presiding over the meeting.

**Election of Vice Chair – Lynn Hollandworth**
Lynn Hollandworth called for nominations for the RHSOC Vice-Chair. Duane Compton, Fire, was nominated. David Hall moved and Kathleen King seconded the motion that nominations cease. Motion carried. Tim McCracken moved and Bonnie Witt-Schulte seconded the motion to elect Mr. Compton as the Region D RHSOC Vice Chair by acclamation. Motion carried.

**Office of Homeland Security Update – Paul Fennewald**
Paul Fennewald thanked David Hall, Dorothy Wittorff-Sandgren and the SMCOG staff for hosting the meeting, the disciplines showcasing the equipment and all guests for attending. He then introduced Sherwat Witherington, who replaced Ray Wadley with the Missouri Department of Agriculture.

Paul Fennewald gave a brief update on Homeland Security funding. Mr. Fennewald reported that Region D will receive the same amount of funding as last year for FY09, and that the Homeland Security Advisory Council (HSAC) voted to keep all 10 Investment Justifications for funding. He said that the State actually received less money than last year, but the HSAC felt it was important that the same amount of money get down to the Regional level. The State had to make some serious cuts so that this could happen. He also explained that the state sets back $400,000 for drastic situations and suggested Region D start some sort of contingency fund as well. He wasn’t sure how the funding would be handled for this. It was something that OHS was working on.

Mr. Fennewald thanked the disciplines for ranking regional needs through the survey earlier. He explained that this will help the State determine needs for the FY10 Funding.
**Interoperable Communications Update – Steve Devine**

Steve Devine gave an update on Interoperable Communications. He said that OHS wants the State to develop an Interoperability Vision. Mr. Devine gave a brief presentation on the shared statewide radio system and how it would work. The State of Missouri contracted with Motorola in June for the statewide build out of a VHF Project 25 trunked radio system. This will include a Missouri Tactical Channel (MTAC) at each site and multiple options for agency participation. Once finished, there should be 95% coverage or greater in each county. Mr. Devine stated that this project is just beginning. There is much more work to be done in the coming months.

**Department of Health & Senior Services Update – Linda Goddard**

Linda Goddard from DHSS gave a brief update on H1N1. She said that DHSS has been actively responding and continues to see widespread activity throughout the United States. Throughout the summer, the virus continued to spread and DHSS used the summer months to prepare for when school started. It was predicted that that there would be an increase of transmission through the schools, and Ms. Goddard said that currently DHSS is seeing some school closures due to high absenteeism. DHSS has identified five distinct response functions for mitigation of the H1N1 situation: surveillance, vaccine, community mitigation, communication, and health care preparedness.

DHSS is continuing to do surveillance of the H1N1 virus. There are 47 sentinel providers throughout the state, who offer to send in specimens to the State Public Health Laboratory for further testing. There are also hospital monitoring systems such as ESSENCE, a system that collects information from the Emergency Department and individual chief complaints, as well as the national influenza surveillance system and the communicable disease reporting system.

Ms. Goddard said that the H1N1 vaccine is out for limited distribution and is going to the highest priority groups first. There will be enough vaccine to vaccinate everyone eventually. She encouraged all agencies to work with their Local Public Health Agency (LPHA) for distribution. Each jurisdiction is distributing the vaccine a little differently.

Community Mitigation includes the use of non-pharmaceutical interventions, such as social distancing, good hand hygiene, and self isolation. Communication ensures that information is getting out on a consistent and timely manner. Health Care Preparedness involves assisting in preparing the health care system for patient surge and staffing issues that will arise during the H1N1 situation.

DHSS encourages all businesses and agencies to have response plans and to be able to address the following issues:

- Continuity of Operations?
- How will your agency address staffing shortages?
- And work with your community leaders and agencies, especially your LPHA.

**SEMA Update – Matt Nutt**

Matt Nutt gave a brief update regarding Homeland Security funding. He stated that FY2006 was finished and that FY2007 spending is to be completed by December 31st. As of now, FY2008 grant spending is scheduled to be finished on June 30, 2010. Mr. Nutt repeated that the HSAC had voted to keep all 10 IJs, but half of these are at the State level and not eligible for regional projects. He said that they were working on the guidelines for submitting new proposals, and the information should be coming out shortly.
**FY2007 and FY2008 Homeland Security Grant Procurement Update – Dorothy Wittorff-Sandgren**

Dorothy Wittorff-Sandgren gave an update on FY2007 and FY2008 procurement. She stated that there wasn’t much of a change since the reallocations were made in the July meeting. There were issues that came up with the IC Training and E-sponder Software. The Interoperable Communications subcommittee had hoped to hold the training exercise the day before the Annual Meeting, but it was not accepted by SEMA as an eligible activity due to its proximity with the Annual Meeting. The IC subcommittee felt there was not enough time to organize a proper exercise before the December 31st deadline. The Medical Surge subcommittee also had problems with getting hospitals on board for the E-sponder Software. So both funding requests totaling $39,400 needed to be returned for reallocation. Funding for the other projects were completed or near completion as reflected in the handouts. Larry Woods presented to the RHSOC a possible project for the remaining funds. Mr. Woods requested that the money be used to hire a 1000-hour employee to inventory all interoperable equipment within the region to see what all was out there. Steve Devine stated that the State already had an upcoming project that would do just that. A meeting is scheduled on October 29, 2009 to kickoff the process of implementing a TICP plan in each of Missouri’s homeland security regions. This project would be a duplication. Mr. Woods withdrew his request.

David Hall moved and Larry Beatty seconded the motion to table the reallocation until the November RHSOC meeting. Motion carried.

Mrs. Sandgren stated that all blanket orders for FY2008 have been filled, including all FTE positions. She has also made several purchases for CERT. Purchase agreements for the big ticket items have gone out for signatures.

**By-law Change Request – David Hall**

The RHSOC was given a handout from David Hall requesting a change to the RHSOC Bylaws. He had received the request from another RHSOC. It requested that a 50% attendance requirement be placed on all primary and alternate voting members. Paul Fennewald stated that he was aware of this request. He suggested that instead of the RHSOCs making this specific request, that he would bring the matter up to the HSAC. Mr. Fennewald said that he would request the HSAC vote to allow the RHSOCs to make minor changes to their Bylaws regarding requirements of members. Minor changes already accepted are the number of disciplines on the RHSOC. In this way, the HSAC will not have to deal with every minor change an RHSOC wants to make and the major Articles will remain the same.

David Hall moved and Bonnie Witt-Schulte seconded the motion to support Paul Fennewald’s recommendation that he bring up the issue of making minor changes to the Bylaws to the HSAC. Motion carried. Mr. Fennewald also suggested that he be sent an “official” email requesting the change.

**Restructuring of the Subcommittees (continued)**

David Hall moved and Bonnie Witt-Schulte seconded the motion to remove the tabled Restructuring of the Subcommittees issue. Motion carried. After some discussion, RHSOC members felt that there was not enough time to cover this issue sufficiently. Lynn Hollandsworth suggested that the RHSOC as a whole discuss this issue at the next RHSOC meeting. David Hall moved and Tim McCracken seconded motion that the RHSOC as a whole discuss the issue of restructuring the subcommittees at the next RHSOC meeting. Motion carried.

**Staff reports**

Staff reports were distributed to the RHSOC.
Amanda Marney was not present. Bandi Kolbe, Mass Care/Volunteer Coordinator, and Holly Johnston, CERT Coordinator had nothing else to add to their reports.

**State Committee Representative Reports**
SIEC – J.R. Webb – The SIEC is restructuring and there is a meeting scheduled for November.

Exercise – Ty Davisson – Mr. Davisson was not present. Paul Fennewald informed the RHSOC that the Exercise group was still active, and Mr. Davisson would be notified of the next meeting.

**Disciplinary Group Reports**
Fire – Duane Compton - They are planning to start up Region D Fire Chief meetings.

County Health – Kathleen King - There is a mass communication being sent out regarding the availability of H1N1 vaccines. She asked for patience.

**Other Business**
Next meeting: November 5, 2009, 9:00 am to continue discussion of subcommittee restructuring.

**Adjourn**
Mike Seibert moved and Duane Compton seconded the motion to adjourn. Motion carried. Meeting adjourned at 3:55 pm.

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Lynn Hollandworth, Region D RHSOC Chair                     Date Approved
Attachment A

Other Attendees:
Kelly Stephens, Jasper County
Chuck Pennel, Taney County Commission
Bryan Bates, City of Springfield
Mike Hightower, City of Neosho
Lisa McCarthy, WebCert
Bill Spence, Springfield Fire
John Christiensen, St. Clair County EMA
Christina Moore, Fair Grove Fire
Bryant Heins, Sparta Fire
Randy Price, Christian County Sheriff
Sarah Gillespie, Greene County OEM
Steve Lisby, Branson Police
Jim Arnott, Greene County
Cheryl Konarski, Dade County 911
Paul Rueff, DPS-OHS
Don Ruby, M’Donald County EMA
Mac M’Donald, Joplin Health Department
Calvin Wilson, City of Goodman
Ron Hutcheson, City of Marionville
Theron Becker, Polk County Health
Dale Moore, Newton County Central Dispatch
Vickie Bayles, Newton County Central Dispatch
Don Melton, City of Webb City
Tom Killebrew, SacOsage Electric
Bart Andrews, Springfield Fire
Greg Hickman, City of Neosho
Paula Wilhelm, Missouri State University
Steve M’Intosh, Congressman Blunt’s Office
Hollie Elliot, Senator Kit Bond’s Office
Bill Cheek, Missouri State University
Todd Fickbohm, Stone County Health Department
Dennis Wilson, Barton County Commission
Keith Stammer, Jasper County OEM
Dennis Epperly, MDA Animal Health
Jeff Merriman, Jasper County Sheriff
April Tarrant, Western Missouri 911
Martha Love, Missouri 2-1-1
Blake Everman, Missouri State University
Gary Roark, Newton County EMA
Linda Goddard, DHSS
Angela Ford, SCHD
Sean Carleton, Republic Schools
Sherril Gladrey, Division of Fire Safety
Christ Werth, Aurora City Fire
Tom Tucker, Springfield Public Schools
Joey Kyle, Christian County
Jason Wendlandt, Dallas County EMA
David Pennington, Springfield Fire
Heith Aldridge, Springfield Fire
Steve Philips, Springfield Fire
Josh Henson, Springfield Fire
Ryan Martin, SDC SCEMD
Dennis Clinton, L-R Fire
Shawn Eakins, Fair Grove Police
Greg Porter, Fair Grove Police
Todd Geers, Webster County 911
Raeanne Presley, City of Branson
Bonnie M’Cord, Vernon County
Lori Sneed, Dade County 911
Carol Nutt, SWMO DIRC
Tim Schwedo, Monett Police
Gregg Sweeten, M’Donald County EMA
William Martin, White Rock Fire
Lucy Martin, White Rock Fire
Carl Buehner, City of Fair Grove
JJ Travis, ARC
Kent Thomas, Missouri State University
Mark Webb, Marionville Police
Mike Davis, Carton County
Arlo Rupke, Cedar County
Tom Ryan, Barton County
Fred Osbourn, Strafford Fire
Lucas Scott, Strafford Fire
Donald Birk, ARES/EMA
Brian Connell, Springfield Fire
Danny Rylott, Western Taney County
Phyllis Maggart, Silver Dollar City
Jeff Hawkins, Taney County EMS
Robert Dickson, Polk County EMA
Linda Barger, Christian County
Jerry Hardesty, City of Buffalo
Shea Lane, Greene County OEM
Kenny Moore, Fair Grove
Dennis Reynolds, Ozark Fire
Lyle Hodges, Ozark Police
Becky Turpin, Ozark Police
Phil Nosh, Springfield Fire
Brent Grey, Webster County
Robert Benn, Nevada Fire
Kelly Wingert, Nevada Fire
John Elmore, Greene County
Jason Banta, Barton County Sheriff
Stephen House, Strafford Fire
Jackie Sharp, Newton County 911
Pam Ragen, Cedar County Memorial