



Region D Homeland Security Oversight Committee
Quarterly Meeting Minutes
January 19, 2011
9:00 A.M.
Monett Justice Center
1901 E Cleveland Ave, Monett, MO

Attendance:

RHSOC Members:	Guests/Visitors:
Lane Roberts, Police	David Compton, Barry Co. EMA
Travis Trent, Fire	Julie Frank, American Red Cross
Jeanne Millsap, County Health	Vance Holland, Springfield Police
Chris Berndt, HSRRS	Bob Kitsmiller, Dade Co. EMA
Larry Martin, Public Works	Rick Lewis, Polk Co. EMA
Gary Lewis, Industry/LEPC	Jim McManigle, Polk Co. EMA
Kavan Stull, Utilities	Chet Hunter, Lawrence Co. OEM
Bob Patterson, EMS (Adobe Connect)	Mike Penland, Greene Co. Sheriff
Bonnie Witt-Schulte, 911	Bill Sexton, Webster Co. EMD
Chris Harmon, Volunteer Groups	Tom Martin, Stone Co. OEM
	Steve Lisby, Branson Police
RHSOC Alternates:	Gregg Sweeten, McDonald Co. EMD
Keith Stammer, Emergency Management	Matt Stoller, Jasper Co. Sheriff
Ron Hartman, Police	Dean Davis, Jasper Co. Sheriff
Jaci McReynolds, County Health	J. R. Webb, Springfield/Greene Co. 911
Bruce Bjorge, HSRRS	David Finch, OHS
David Brock, Public Works	Kelly Stephens, Jasper Co. Sheriff
Ron Potter, Mayor	Tabatha Wells, Aurora Police
Nathan Bower, Industry/LEPC	Chuck Light, Webster Co. 911
Richard Roark, 911	Bob Andrews, Stone Co. 911
	Dennis Epperly, MDA
Ex-Officio:	
Douglas Baker, DHSS	Staff:
Wendell Hall, DNR	Holly Johnston, CERT Coordinator
Chris Tannlund, DSS	Amanda Marney, Agricultural Preparedness Specialist
Larry Forgey, MDA	Carly Crocker, Mass Care Exercise Coordinator
Gary Clinton, MoDot7	Gloria Bottom, Harry S Truman Coordinating Council
Candy Adams, SEMA	Tom Hutchings, Kaysinger Basin RPC
	Jane Hood, SMCOG
	Dorothy Wittorff-Sandgren, SMCOG

Open Meeting

Opening Comments/Pledge of Allegiance

Chris Berndt opened the meeting at 9:05 am, followed by the Pledge of Allegiance.

Roll Call/Introductions

Roll call was taken and self-introductions were made.

Approval of Agenda

Bonnie Witt-Schulte moved and Keith Stammer seconded the motion to approve the agenda for the January 19, 2011 Region D RHSOC quarterly meeting. Motion carried.

Approval of Minutes of December 8, 2010 Meeting

Larry Martin moved and Ron Potter seconded the motion to approve the minutes of the December 8, 2010 meeting. Motion carried.

NEW Business

Homeland Security Grants Update – David Finch

The Federal Government is operating on a continuing resolution pending budget approval. As a result, the Department of Homeland Security (DHS) is reluctant to put out the FY11 Grant Guidance yet. OHS is hoping to get final budget and Grant Guidance soon. They are right now looking at the Spring March/April time frame. DHS has also informed them that it wants to see future expenditures tied in more to the State Strategies. OHS will start reviewing the State Strategic Plan next month to make sure that things that were in it several years ago are still relevant. Several RHSOC chairs will be involved with that detailed review. Mr. Finch felt that DHS is going to scrutinize the investment justifications submitted by OHS in the future to make sure they tie in with the State Strategies. If anyone has thoughts or suggestions, please contact Chris Berndt so that he can submit them to OHS.

Mr. Finch also reported that at the Homeland Security Advisory Council (HSAC) meeting a couple of weeks ago, the Council continued its discussion on what to do with funds that had not been encumbered or spent. They have decided to look two years into every grant to see if the money has been spent or encumbered yet. If there is no plan to spend the funds soon, they will be put back into the pot for reallocation. FY 06 funding has not been completely spent after two extension requests. The second extension ends in June. FY07 will also end in June and OHS does not want to request an extension for it. There is a proposal that the RHSOCs have a chance to spend the money. Chris Berndt asked what exactly did spend by June mean. Mr. Finch said that spent by June meant money must be invoiced and applied for reimbursement by then. He said that the general thinking is to purchase items with a quick turnaround, i.e. items on State Contract, items that have already been bid out, etc. OHS and the RHSOC Chairs are getting back together on February 2. Chairman Berndt guessed that the region could end up with approximately \$40,000, depending on how the money will be divided.

In the absence of Steve Devine, Mr. Finch gave a report on Interoperable Communications. He said that the Statewide Communication Network project was underway in the southeast corner of state. Southwest Missouri was scheduled next and then St. Louis. It should start in our region in late 2011. The I-44 corridor will then be tied together. Lessons they have been learning in Southeast Missouri have involved tower issues. The system is a VHF-based network since that is what is in most of the state. There are some UHF systems in Southwest Missouri and they are working on how to tie them both together. The plan is to put a Missouri tactical channel (MTAC) transceiver in the PSAPs and cover the State on the MTAC channel.

DHSS Update – Douglas Baker

Nothing at this time.

Agriculture Update - Larry Forgey

Rachel Heimericks gave Dr. Forgey the update since she could not attend. Within the next week or so, SES, Inc. will be contacting counties to revise EMD cards and follow-up on Agriculture annexes in their Emergency Operations Plans. They will also work with counties that do not have EMD cards or annexes.

One of the Missouri Department of Agriculture's (MDA) top priorities right now is the National Level Exercise coming in May 2011 on the New Madrid Seismic Zone. MDA has attended numerous training exercises and workshops around the State and at SEMA to prepare for the event. The MDA Ag-security team will be stationed at the State EOC during the exercise.

MDA is working to improve internal and external emergency response and preparedness plans and communication procedures. An All-hazards Guide created by the Multi-state Partnership is in route to the Department. Please let Ms. Heimericks know if anyone is interested in getting one.

DNR Update – Wendell Hall

Had to leave due to an accident.

Mutual AID/IST – Bill Sexton

The IST team has received the NIMS Incident Planner software and is going over it. Members have also been attending various training.

Interoperable Communications – David Finch

See above.

OHS Update – HSAC & Other Initiatives – David Finch

See above.

FY2008 and 2009 HS Grant Program Procurement Updates – Dorothy Wittorff-Sandgren

Dorothy Wittorff-Sandgren gave an update on Homeland Security grant procurement.

FY08 Grant. Everything has been purchased with the FY08 funds and she got it to zero. The WebEOC finished it off with Greene County covering the difference. The trailers for the Repeat Trailer upgrades have not come in yet, but were scheduled to arrive in the next couple of weeks.

FY09 Grant – All large items have been purchased except for the Repeater Trailer. We are waiting on the bid specs. At this time, it looks like we may have approximately \$20,000 available for reallocation after July 1st.

FY2010 HS Grant Application Update – Dorothy Wittorff-Sandgren

About three-quarters of the OHS forms have come in. Once they all come in, she has to compile them all on a master application to turn into OHS by the end of the month.

Reallocation of Unspent FY06 and FY07 Funds – Chris Berndt

Chairman Berndt said that David Finch had covered some of this. June is the drop dead time. The project(s) must be received and paid for by end of June. The RHSOC chairs will have a conference call with OHS on February 2. They will decide how to spend the money. One option is a state-wide project, but it may be hard to find one that everyone agrees with and will benefit the entire state. The other option is to split the funds between 9 regions. It could be split evenly or it may be split by the formula

OHS uses for the regular funding. Chairman Berndt asked the RHSOC what they would prefer him to ask for at the conference call. The members agreed that they would like him to ask for splitting it between the regions using the normal allocation formula. Chairman Berndt and Mrs. Sandgren asked the RHSOC what they would like to do if the money is split. It was asked why this money was left over anyway. Chairman Berndt said that most of it was from unused State training. He said that after the conference call, he will notify everyone. The RHSOC and subcommittee chairs agreed that two weeks would be okay for the subcommittees to meet and then have another RHSOC meeting to vote. The subcommittees should start thinking now of projects.

Discussion of Staff Reports

Currently, the FTEs do their own reports in different formats. Neither the federal or state agencies have provided any guidance on these reports. The subject has come up at the RHSOC chair meetings in Jefferson City. OHS likes the timeline report which Carly Crocker, the Mass Care Exercise Planner, produces and would like to see all the reports like hers. They like to see the timelines, what has been accomplished and what still needs to be done. Ron Potter moved and Chris Harmon seconded the motion that future FTE reports follow a similar format to the report that Ms. Crocker provides. After some discussion, motion carried.

Region D Staff Reports

Amanda Marney, Agricultural Preparedness Specialist - Written report in handouts. Ms. Marney wanted to emphasize a couple of dates. The Poultry Exercise After-action Conference is January 24 at the MU Southwest Center and the Regional Beef Tabletop Exercise will be held on March 31. A planning meeting for this exercise will be in a couple of weeks, and she will let everyone know where and when once it has been determined.

Greg Gaines, Mass Care Coordinator - Chris Harmon reported for Mr. Gaines who was ill. The RHSOC will receive his written report when he returns to work. Mr. Harmon said that the powerpoint on functional needs support services for Emergency Management Directors has been completed. He was also involved with the evaluation of shelters and ADA compliance. Mr. Gaines also participated in the testing of the DMACC during the exercise in December and three shelters were opened in Joplin, Springfield and Christian County.

Holly Johnston, CERT Coordinator - Written report in handouts. Ms. Johnston asked about the format of the reports from the CERT trainers in the individual counties. Chairman Berndt thought they should do their own reports the same way. There should be some kind of plan or budget in place. Rick Lewis said that they could show how many classes they have held and what money has been spent to buy supplies and what they have paid the CERT trainer. RHSOC members agreed that these expenses should be reported since they come from public funds. Possibly it could be done on a spreadsheet. It was suggested that this be discussed further at the next CERT quarterly meeting. Ms. Johnston wanted to add in her report that Jasper County just graduated 35 people, Pierce City is starting a class in February, there is a possibility that she may get a teen CERT program going, Seneca just started a class, she has scheduled two presentations to school superintendents and administrators. The Train-the-Trainer held this past weekend was a success. Stone County has a class in March at Silver Dollar City.

Carly Crocker, Exercise Coordinator - Written report in handouts. The Full-Scale Mass Care Exercise was held on December 16. There were five sites, the DMACC and Red Cross headquarters was set up. The after-action report will be completed the end of the week with an improvement plan attached. All items from the deliverables will be met.

State Committee Representatives Reports

SIEC, J. R. Webb – SIEC has not met since last meeting. No report.

Exercise, Ty Davisson – Candy Adams reported for Ty Davisson. The Region is getting ready for the National Level Exercise on for the earthquake May 14 through 21. Monday is the set up, Tuesday through Thursday the State will be involved and open from 7 to 7. Others will play 4 hours at various times during the week. There will be several individual exercises throughout the week. Region D participation will be Wednesday morning from 8 a.m. to noon. The Region D Multi-agency Coordination Center (DMACC) will be activated. They want to use the video conferencing we have purchased. The Southwest Missouri Emergency Support Organization (SMESO) would like to practice their video conferencing systems the first Wednesday of each month at 9 a.m. The WebEOC is to also be activated. Region A also uses WebEOC and we can communicate with them during the RHSOC. Friday will be a hot wash. An attendance sheet will be needed for credit as well as an evaluation. Packets will go out in April as to the plans. All the injects will be put together on February 11 by the committee. The final injects will have to be in Jefferson City on February 16. Each county needs to determine the number of injects needed. Communications will be out for the first 48 hours during the exercise. Think about what you will need.

Broadband, Sean Barnwell. Not present. Jane Hood, who is also involved in the broadband initiative, said there really wasn't anything to report at this time.

Disciplinary Group Reports

Fire – Looking forward to the Search & Rescue training that will come from the FY10 funds. A Heavy Rescue squad out of Springfield and Fort Leonard Wood was activated during the New Year's Eve tornados. After this activation, the fire discipline really can see how the teams resulting from the training will be valuable assets to Region D.

911 – OHS has given scholarships to the regions to send people to the Interoperable Communications Conference in February. Since the emphasis on the conference is 911, Region D will be sending one 911 representative from each county. So far, 16 people have signed up. There are two slots left. Please contact Bonnie Witt-Schulte if you want to go. Also, on January 25, associations that support 911 will be at the capitol regarding legislation for funding for the 911s.

Other Business/Open Discussion

Dorothy Wittorff-Sandgren wanted to follow up on getting the remaining alternates on sub committees. She sent an update membership list because of changes. County Commission does not have an alternate at this time. Chairman Berndt said that 911, Utilities, Sheriff and County Commission still need to be assigned. He asked if they would contact him to let him know what subcommittee they want to sit on.

Larry Martin asked if the underground utilities be disrupted during the earthquake exercise. Candy Adams said she will check on that. Mr. Martin also wanted to know if the RHSOC ever goes back to check on where things that we have purchase are, like the video conferencing. Chris said there was supposed to be video conferencing testing, but that has fallen by the wayside. The subcommittees do use it and some counties use it a lot. Some counties just don't use it, and he doesn't know why or what to do to change it. Sometimes the phone companies are a problem. It was suggested that the subcommittees should follow up on this.

Bonnie Witt-Schulte announced that the Interoperable Communications Subcommittee is meeting after this meeting.

Next Meeting Date

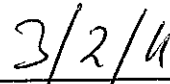
Next meeting scheduled for February 16, 2011 at the Monett Justice Center at 9:00 a.m. The next RHSOC quarterly meeting is April 20, 2011 also at the Monett Justice Center

Adjourn

Bonnie Witt-Schulte moved and Jeanne Millsap seconded motion to adjourn. Motion carried. Meeting adjourned at 10:41 a.m.



Chris Berndt, Region D RHSOC Chair



Date Approved