



**Region D Homeland Security Oversight Committee  
Meeting Minutes  
September 21, 2011  
9:00 A.M.  
Monett Justice Center  
1901 E Cleveland Ave, Monett, MO**

**Attendance:**

|                                   |  |
|-----------------------------------|--|
| <b>RHSOC Members:</b>             | <b>Guests/Visitors:</b>                            |
| Lynn Hollandworth, EMD            | Melissa Duckworth, Taney County OEM                |
| Archie Dunn, Sheriff              | Bill Sexton, Webster Co. EMD                       |
| Travis Trent, Fire                | Matt Stewart, Joplin Police                        |
| Jaci McReynolds, County Health    | Rex Capen, Joplin Police                           |
| Chris Berndt, HSRRS               | Larry Woods, Springfield/Greene Co OEM             |
| Larry Martin, Public Works        | Robert Dickson, Polk County EMA                    |
| Ron Potter, Mayor/City Administer | Gary Roark, Newton County EMA                      |
| Bonda Rawling, County Commission  | Michael White, Redings Mill FD                     |
| Gary Lewis, Industry/LEPC         | Warren Robinson, Springfield/Greene Co OEM         |
| Chris Harmon, Volunteer Groups    | Greg Batson, Jasper County Sheriff's Office        |
| Shawn Dilday, Schools             | Kelly Stephens, Jasper County Sheriff's Office     |
| Todd Schubert, Agriculture        | Steve Dorsey, Jasper County Sheriff's Office       |
|                                   | Chris Wells, Springfield Police                    |
| <b>RHSOC Alternates:</b>          | Merrel Breyer, MDA                                 |
| David Pennington, Fire            | Tom Martin, Stone County OEM (Video Conferencing)  |
| David Hall, Fire                  |  |
| Bruce Bjorge, HSRRS               | <b>Staff:</b>                                      |
| David Brock, Public Works         | Holly Johnston, CERT Coordinator                   |
| David Edwards, Industry/LEPC      | Amanda Marney, Rural Preparedness Specialist       |
| Nathan Bower, Industry/LEPC       | Carly Crocker, Comm Planning & Exercise Specialist |
|                                   | Tom Hutchings, Kaysinger Basin RPC                 |
| <b>Ex-officios:</b>               | Dorothy Wittorff-Sandgren, SMCOG                   |
| Chris Tannlund, FSD               | Dave Faucett, SMCOG                                |

**Open Meeting**

**Opening Comments/Pledge of Allegiance**

Chris Berndt opened the meeting at 9:09 a.m., followed by the Pledge of Allegiance.

**Roll Call/Introductions**

Roll call was taken and self-introductions were made.

**Approval of Agenda**

Ron Potter moved and Lynn Hollandworth seconded the motion to approve the agenda for the September 21, 2011 Region D RHSOC meeting. Motion carried.

**Approval of Minutes of July 20, 2011 Quarterly Meeting**

Larry Martin moved and Ron Potter seconded the motion to approve the minutes of the July 20, 2011 Region D RHSOC Quarterly meeting. Motion carried.

## **New Business**

### ***Homeland Security Conference Call Update – Chris Berndt***

Chris Berndt and Ron Potter participated in the Office of Homeland Security (OHS) Conference Call on September 7. OHS reported that the FY06-07 grant re-allocation awards have been completed and closed. FY08 original awards and re-allocations were closed as of August 31, 2011 unless extensions were requested. Region D filed for an extension on the WestCots that were ordered. The order was ready to be filled, but the cots were re-directed to the east coast due to Hurricane Irene. They have since arrived. Mr. Berndt asked if the funding was now complete. Dorothy Wittorff-Sandgren said not yet. Some items of the structural collapse equipment came back with no bid and had to be re-bid. The funds have now been obligated and we are waiting for the equipment to come in. The FY11 grant awards should be issued to the State by September 30. The FY12 Homeland Security Regional Grant process is expected to start sometime between October and December, 2011. OHS is anticipating less funding than received in FY11.

There will be a 10% cap on budget modifications. This has been the rule in the past but was not strictly enforced. This rule will be more stringently adhered to, thus; budget proposals will have to be more accurate and precise in the future. Also, original signatures are no longer needed for reimbursement requests.

New environmental and historic preservation forms are to be included with applications that consist of modifications to existing structures, such as transfer switches, concrete pads etc.

Effective October 1, 2011, there will be a change in the training and exercise reimbursement request forms policy due to continuing budget shortfalls. Previously, individuals had to travel 50 miles to training or a meeting in order to be reimbursed for lodging and meals. Now the mileage is 75.

Other information received from the conference call was a reminder that all NIMSCAST entries must be entered by the end of the month; OHS has distributed a template to all the RPCs for the FY11 Annual Meeting; the FY 11 Annual Report will now be completed by OHS; and OHS wants to exercise the Tactical Interoperable Communications Plan (TICP) next year.

### ***FY08 Reallocation, FY09 and FY10 Homeland Security Grant Program Procurement Update – Dorothy Wittorff-Sandgren***

*FY08 Funds* – The funds have been obligated and most everything has come in. Any savings must be de-obligated and sent back to OHS.

*FY09 Funds* – The FY09 funded projects have all come in and there will be approximately \$150,000 available to reallocate today.

*FY10 Funds* – The FY10 funds are a little over halfway spent or obligated.

### ***Presentations of Proposals for FY09 Reallocations - Chris Berndt***

Chris Berndt reviewed how to fill out the Evaluation Forms. The proposals were then presented in order of priority by each subcommittee.

**CBRNE**

**1. Tactical Gas Masks, \$15,446 - Greg Batson, Jasper County Sheriff's Office**

These gas masks are to outfit the Jasper County SWAT Team for operations involving chemical agents. Currently, the team serves narcotic search warrants involving clandestine labs with hazardous chemicals, locally responding to all rural and smaller incorporated areas in Jasper County. It will also respond to all areas in Region D when called upon by agencies needing assistance. Their masks are outdated and are from several different manufacturers. The goal is to provide the team operators with equipment equal to those agencies that they are called upon to assist. This will also give them team continuity. The Avon FM53 Mask offers superior protection with the capability for communications and a hydration system. They are asking for masks, filters, carry bags, and outsert assembly for a total of \$15,446.

**2. Structural collapse projects 1, 2, 3 and 4 – David Hall, Springfield Fire Department**

|                                       |          |
|---------------------------------------|----------|
| Proj 1 - Type III Training            | \$56,058 |
| Proj 2 - Type I Training              | \$84,700 |
| Proj 3 - Type IV Training & Equipment | \$63,000 |
| Proj 4 - Type I Equipment             | \$26,000 |

These proposals are a continuation of projects that have been previously funded. The first two proposals are for training, the third is for both training and equipment, and the fourth proposal is for equipment only. Type I is the highest level of training, followed by Type III with Type IV being the lowest level. Type IV does search and rescues, Type III includes wood-frame structural collapses such as houses and Type I involves heavier structures like steel types. Type III teams have not done any training yet, but they have received their equipment. The goal is to have Type I teams within 30 miles, Type III teams with 20 miles and Type IV teams within 10 miles of 90% of the population in the Region. Type I has received 42% of their equipment and 48% have received training. Type III has received 100% of its equipment and none of its training. Type IV has received half of its equipment and 24% of its training.

Larry Martin asked how the program will be sustained and if it is really sustainable. Todd Schubert agreed and added that projects must be spread to other areas that aren't getting it. Hall said that each agency that received equipment was informed up front that they would only get it with the conditions that the equipment be maintained and future training would be budgeted. As for sustaining the equipment, it was all pretty simple equipment such as chainsaws, crowbars, hammers, etc., basic equipment that can be used for other things and will last for years. Chief Hall emphasized that the fire services within the region supported this project so it will be spread out to agencies that wouldn't have been able to purchase the equipment on their own. Chris Berndt stated that the training was beneficial for the Type IV teams on the periphery because they would be able to assess scenes even if they didn't have the equipment. Ron Potter asked if the University of Missouri is putting on the training. Chief Hall said that they were and in the future, local personnel will receive train-the-trainer training to conduct further training in house in order to sustain it. Mr. Potter commented that recently, a car accident caused structural damage to hotel in Forsyth. They had to wait about 30 minutes for proper equipment and response. This would have been helpful.

**3. EOD 9 Modified Bomb Suit, \$28,951 – Bill Spence, Springfield Fire Department**

Bill Spence said that they were the only bomb squad within the region, and they cover about 80 calls for service per year. They must have the ability to respond to two different events simultaneously as

per FEMA and the FBI. This includes responding to all CBRNE issues involving the elements with the use of explosives. They have been using SRS 5 bomb suits, which are compatible with use of an SCBA as well as a level B hazmat suit. Unfortunately, these suits are over 10 years old and are past their life span. The squad also utilizes EOD 8 bomb suits for normal bomb responses, and they are also due to go past their life span. In response to bomb squads' requests across the nation, manufacturers have developed a single suit which can take the place of both the SRS 5 and EOD 8 suit, the modified EOD 9 suit. This request is for the purchase one modified EOD 9 suit and the components needed to upgrade the standard EOD 9 suits that they already have to become a modified EOD 9 suit. By replacing and upgrading these existing suits, the bomb squad will be able to maintain its readiness to respond to the continued threat of CBRNE issues to the entire region.

Larry Martin asked if the bomb squad is only a regional department or if Springfield purchases some of the bomb suits. Mr. Spence said that Springfield has never funded the bomb squad. Funding has always come from outside sources. He said that the majority of their calls aren't even in Springfield. Todd Schubert asked how many of their service calls are actually bombs. Mr. Spence said less than half.

Mr. Spence said that they have always been sustained with Homeland Security money since forming in 2001. This is a similar problem around the country. David Hall said that in the past, funding has gone through the Homeland Security Regional Response System (HSRRS), which is no longer separate from the RHSOC funding.

#### **4. Digital X-ray System, \$25,884 – Bill Spence, Springfield Fire Department**

Each of the two response vehicles that the bomb squad has is required to have an x-ray system on it. Unfortunately, one of the bomb squad response teams is currently utilizing an outdated x-ray machine which is no longer supported by the manufacturer. This is an older "film" style x-ray machine and they can no longer purchase the film for this machine. Newer digital systems have replaced these systems. The squad maintains one digital system which has shown to be a very high quality, useful tool. In order to maintain its levels the squad is requesting to purchase one digital x-ray system. This is necessary for the bomb squad to be able to maintain its Type I classification as defined by FEMA and its classification as a Type II squad as defined by the National Bomb Squad Commanders Advisory Board.

### ***Interoperable Communications***

#### **1. Region D Communications Plan & Exercise, \$23,985 – Carly Crocker, Region D Planning & Exercise Specialist**

Carly Crocker explained that the project was originally scheduled to be completed by June 30, 2011. The original budget was for \$82,000, including one regional exercise and five mutual aid deployment exercises. In March, a budget revision was approved to reflect more realistic costs for the position and the exercise. The remaining \$23,985 would still be available for any deployment exercises, and if not used, would go back to reallocation. It was announced at the July 20 Quarterly meeting that the RHSOC had received a grant extension. Due to the complexity of this project, she is requesting the additional funds.

This project has three phases. The first one is to acquire data from multiple jurisdictions in Region D. The TICP only covers Fire, EMS and Law Enforcement and doesn't include any non-traditional assets. This project identifies all forms of communication equipment from all agencies within the region.

The second phase is to take all of this data to write a regional plan. The purpose of this plan is to create a common terminology for the region. The TICP doesn't deal with protocols that relate to how Region D functions. This plan will make it easier for anyone to follow protocols in utilizing and requesting equipment.

The third phase consists of training on the plan before the full-scale exercise. With the new grant guidance for Emergency Management Planning Grants (EMPG), moving the exercise from January, 2012 to May, 2012 will allow jurisdictions to use this exercise to help meet their requirements. The State is also shifting policy from hiring outside contractors to implement exercises to local responsibility for development of their own exercises.

Ms. Crocker said that she is still in the data acquisition phase. It is taking much longer than originally anticipated. Out of 296 surveys distributed, only 70 were completed and returned. She would like to see more return to truly reflect the region. They have also conducted 250 site visits. Ms. Crocker stated that the revised timeline would allow for a more quality product.

Larry Martin asked what are non-traditional assets and Ms. Crocker said that it is anything that is not a radio. Todd Schubert asked if this wasn't what Greg Gaines was supposed to do with his map. Chris Berndt said that was only for regional assets purchased with Homeland Security funds. This is for all communication assets regardless of funding source. Lynn Hollandworth asked Ms. Crocker if she thought the plan could be completed by the deadline. She said the extension would allow for more time to get it done properly.

**2. Joplin Regional Interoperability Enhancement, \$85,000 – Matt Steward, Joplin Police Department**

Lt. Stewart said that they are asking for two ACU 1000 systems. After the tornado hit Joplin, they received a tremendous response from the region, around the state and from other states. Communications became an issue pretty quickly. Joplin utilizes an 800 MHz trunked digital radio system. Duquesne Police Department and Missouri Southern State University are also on this system. All other surrounding agencies operate off of a VHF frequency which is incompatible with ours. The closest city on 800 MHz is Springfield. This creates a disadvantage for them with any response. The ACU 1000 can simultaneously cross-connect different radio networks to telephone or SATCOM systems, and network RoIP/VoIP talkpaths. The ACU 1000 can interconnect radios in any band including HF, VHF, UHF, P25, 800 trunked; cellular, landline PSTN, and iDEN Nextel. One of the units would be placed in the Emergency Communications Center and be available for use with any type of major event or disaster that occurs within Jasper or Newton County. The second system would be maintained as a portable unit so it could be deployed with Joplin officers or with Joplin fire personnel to an incident outside of this area. This would allow us to establish communications with the jurisdiction that we are responding to. The current population of Joplin is just over 50,000. The daytime population swells to 270,000 and the population within a 40 mile radius of Joplin is 400,000 making it the fourth largest metropolitan area in Missouri. There is a great need for this system.

Larry Martin asked how the ACU 1000 worked with the base radios that were requested. Lt. Stewart said that they were supplements to the ACU 1000's. Rex Capen with the Joplin Police Department explained how the system worked. He said that the extra radios would be pre-programmed with other frequencies and will be used by other agencies during a response, whether coming into Joplin or Joplin going out. Chris Berndt said that this allows Joplin to talk to other agencies and vice versa. Jaci McReynolds asked if this has the same capabilities as the communication vehicles. Larry Woods with

the Greene County Office of Emergency Management said that there is basically no difference. Lt. Stewart said that there is a maintenance plan within the City budget and that Joplin has two full time radio techs.

**3. 145.49 Repeater Generator, \$25,100 – Jaci McReynolds, Webster County Health Unit**

Jaci McReynolds stated that the Webster County Health Unit was requesting this project on behalf of the 145.49 Repeater Group. This repeater system helps provide communications to the Amateur Radio community and to support the emergency communications needs of the National Weather Service and emergency management agencies. The 145.490 repeater is the primary repeater system for the Southwest Missouri Regional Sky Warn network. The repeater system that the 145.49 Repeater Group provides is on the KWFC tower in Fordland. The generator would be the back power necessary to ensure the repeater could continue to function despite loss of commercial power due to a natural or man-made disaster. They do not have backup system at this time and are in a very rural area. The \$25,100 is just for the generator and transfer switch. Other costs include burying the gas lines, pouring the concrete pad for the generator to sit on, the propane tank, electrical wiring and fencing for security. Total cost is actually \$35,500.

Lynn Hollandworth asked why they needed such a large generator. Ms. McReynolds said that a smaller generator would require a building remodel and rewiring. Chris Berndt was concerned with issues of property ownership. The generator also must be mobile in order to be a regional asset. Ms. McReynolds said that it was possible to keep it on a trailer if it needed to be used elsewhere. Larry Martin asked who will maintain the generator. She said the 145.49 group would be under the supervision of the Health Unit. Ron Potter commented that the 145.49 repeater is a valuable asset to know what is coming in terms of weather spotting. Todd Schubert wanted to clarify if the group should vote on just the generator or the whole project. Ms. Wittorff-Sandgren stated that OHS will not pay for the other costs.

***Regional Preparedness***

**1. Strategic Planning for Region D, \$4,000 – David Hall, Springfield Fire Department**

David Hall stated that for the last several years, when there was plenty of money, the RHSOC spent the money for things that in hindsight might not have been necessary. He felt there was a need for strategic planning in the region so that it could use whatever funding it will get in the future more cost effectively. Also, it needs to figure out how it will maintain what it has. Chief Hall recently attended a class and realized how they would all benefit from it.

This particular strategic planning course is low cost. The instructor will be brought in and the class will last one week. It will be available for all the disciplines on the RHSOC and will hold up to 50 students. The instructor is in Texas and this cost of \$4,000 is all inclusive. It will lay the foundation for developing a regional strategic plan that will serve as a guide for future decision-making. It will help develop a common vision between disciplines. It will also help the participants within their own disciplines. This will lead up to a second phase of actually writing the plan, which would be requested with future funding. Chief Hall said there would be no cost to the participants for the class.

**2. Cots Cache, \$16,000 - Chris Harmon, American Red Cross**

Chris Harmon said that the Red Cross was asking for 400 cots to be stockpiled strategically around the region. The recent spring storms and the tornado in Joplin have required them to open more shelters than normal. This isn't to replace any cots; Red Cross will replace any broken cots used in our shelters.

But they realized with Joplin that there is also a need for cots for the first responders, volunteers and churches. The cot trailers were brought in to Joplin, but Mr. Harmon stated that it would have been nice to have had some cots pre-positioned. Requests were coming in quicker than they could keep up. The cots are \$40 a piece. They cost a little more because they don't have metal bars and are more durable.

Chris Berndt asked if they get all their cots back after disaster. Mr. Harmon responded that they don't, even with the signed agreements with the entities in disaster areas. Chief Berndt said that this concerned him with our cots. Jaci McReynolds asked how many of the RHSOC cots did Red Cross get back in Joplin. Mr. Harmon said that they were all returned, but several were broken and will be replaced.

**3. McDonald County CERT Trailer, \$4,925 – Holly Johnston, Region D CERT Coordinator**

Holly Johnston said that McDonald County needs the trailer to house its CERT supplies. It is a huge benefit to have the training equipment in one place as instructors travel to various training locations within the county. The trailer would be set up the same as the other CERT trailers within the region. Since McDonald County is rural and so far down in the corner of the state sometimes it takes longer for resources to reach it. Greg Sweeten, the Emergency Management Director, would like to see more people trained in the county so that they can be prepared to respond to disasters. This can be done more effectively with the CERT trailer.

***Voting and Meeting Break***

The meeting reconvened and Ms. Wittorff-Sandgren presented the voting results (out of 600):

| Project Name                                 | Budget       | Funds        | Score |
|--|--------------|--------------|-------|
| Approximate Amount of Award                  |              | 150,070.93   |       |
| Structural Collapse Type I Training Proj 2   | \$84,700.00  | 65,370.93    | 461   |
| Structural Collapse Type IV Training Proj 3  | \$42,000.00  | 23,370.93    | 460   |
| Portable Bomb X-ray                          | \$25,884.00  | (2,513.07)   | 459   |
| EOD 9 Modified Bomb Suit                     | \$28,951.00  | (31,464.07)  | 456   |
| Structural Collapse Type 1 Equipment Proj 4  | \$26,000.00  | (57,464.07)  | 455   |
| Cots Cache                                   | \$16,000.00  | (73,464.07)  | 455   |
| Structural Collapse Type IV Equipment Proj 3 | \$21,000.00  | (94,464.07)  | 447   |
| Structural Collapse Type III Training Proj 1 | \$56,058.00  | (150,522.07) | 432   |
| McDonald County CERT Trailer                 | \$4,925.00   | (155,447.07) | 428   |
| 145.49 Repeater Generator                    | \$35,500.00  | (190,947.07) | 425   |
| Jasper County Gas Masks                      | \$15,446.00  | (206,393.07) | 409   |
| Strategic Planning for Region D              | \$4,000.00   | (210,393.07) | 400   |
| Joplin Regional Interoperability Enhancement | \$85,000.00  | (295,393.07) | 389   |
| Region D Comms Plan and Exercise             | \$23,985.00  | (319,378.07) | 316   |
| Total  | \$469,449.00 |              |       |

Ron Potter moved and Lynn Hollandworth seconded the motion to fund the Structural Collapse Type I Training Project 2, the Structural Collapse Type IV Training Project 3 and a portion of the Portable Bomb X-ray. Bill Spence said that he would still be able to get the equipment for that amount.

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> |
|---------------------|-------------|---------------------|-------------|
| Lynn Hollandworth   | <u>Yes</u>  | Ron Potter          | <u>Yes</u>  |
| Archie Dunn         | <u>Yes</u>  | Bonda Rawlings      | <u>Yes</u>  |
| Travis Trent        | <u>Yes</u>  | Gary Lewis          | <u>Yes</u>  |
| Jaci McReynolds     | <u>Yes</u>  | Chris Harmon        | <u>Yes</u>  |
| Chris Berndt        | <u>Yes</u>  | Shawn Dilday        | <u>Yes</u>  |
| Larry Martin        | <u>Yes</u>  | Todd Schubert       | <u>Yes</u>  |

**Annual Meeting**

Dorothy Wittorff-Sandgren reported that the Annual Meeting will be held on October 19 starting at 9:00 a.m. It will be at Kentwood Hall on 700 E. St. Louis. Those disciplines coming off the RHSOC this year are Emergency Management, Public Works, Mayor/City Administrator, Industry/LEPC, Utilities, EMS, 911 and Volunteer Groups. There will be morning refreshments like bagels, rolls, etc. OHS has supplied a template for all the Annual Meetings in the state. They will give an overview of Missouri's Homeland Security Program and talk about current issues and challenges, grants – present and future, interoperability of communications and other initiatives. There will then be a break-out session for the disciplines. The general session/quarterly meeting will follow. It should be over by noon or soon after. Ryan Nicholls will give a special presentation at 8:30 a.m. on Region D's response to Joplin.

**Other Business/Open Discussion**

No other business was discussed at this time. Chief Berndt requested that participants in the beef exercise stay after the conclusion of the meeting to prepare the after-action report.

**Next Meeting Date**

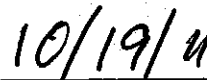
Next meeting scheduled will be the Annual Meeting on October 19, 2011 at 9:00 a.m., Kentwood Hall, 700 E. St. Louis in Springfield.

**Adjourn**

Larry Martin moved and Todd Schubert seconded the motion to adjourn. Motion carried. Meeting adjourned at 11:54 a.m.



Chris Berndt, Region D RHSOC Chair



Date Approved