



Region D Homeland Security Oversight Committee
Quarterly Meeting Minutes
July 17, 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
Jaci McReynolds, County Health
Max Springer, Mayor
David Edwards, Industry/LEPC
Lisa McCarthy, Volunteer Groups
Jason Henry, Hospitals

RHSOC Alternates:

Bill Sexton, Emergency Management
Matt Stewart, Police
Steve Lisby, Police
David Hall, Fire
Michael White, Fire
Paige Behm, County Health
Bruce Borge, HSRRS
Chris Berndt, HSRRS
Ron Bailey, Public Works
Bob Patterson, EMS
Bonnie Witt-Schulte, 911
Rick Lewis, Volunteer Groups

Ex-Officios:

Wendell Hall, DNR
Randall Willoughby, DNR
A O Brown, MSHP
Denise Russell, SEMA

Guests/Visitors:

Joni McCarter, OHS
Brett Hendrix, OHS
Bryan Courtney, MOSWIN
Steve Devine, MOSWIN
Melissa Duckworth, Taney County OEM
Gregg Sweeten, McDonald County EMD
Don Ruby, McDonald County EMA
Bob Kitsmiller, Dade County EMD
Brent Watkins, Bolivar EMD
Lynn Hollandworth, Republic OEM
Tom Martin, Stone County OEM
Ryan Nicholls, Greene County OEM
Matt Stoller, Jasper Co Sheriff
Richard O'Connor, Springfield Fire
Olan Morelan, Springfield Fire
Chris Thompson, Carthage Fire
Roger Williams, Carthage Fire
Kevin Tweedy, MODRS
Mike Phillips, Barry County 911
Pat Blevins, Barry County 911
Greg Reed, MRC
Leah Schmidt, Cox College
Julie Stolting, Red Cross

Staff:

Dorothy Wittorff-Sandgren, SMCOG
Dave Faucett, SMCOG

Open Meeting

Opening Comments/Pledge of Allegiance

Jaci McReynolds opened the meeting at 9:01 a.m., followed by the Pledge of Allegiance.

Ms. McReynolds added comments of appreciation to the entire Region D RHSOC. She informed the RHSOC that after attending a conference of Regional RHSOCs, Region D was ahead of the curve in collaboration and participation. An award of special recognition was presented to Ryan Nicholls for outstanding service in advancing collaboration and regionalization in southwest Missouri Region D. He was also welcomed back to the region.

Roll Call/Introductions

Roll call was taken and self-introductions were made.

Approval of Agenda

Lisa McCarthy moved and Bonnie Witt-Schulte seconded the motion to approve the agenda for the July 17, 2013 Region D RHSOC quarterly meeting. Motion carried unanimously.

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

David Hall moved and Lisa McCarthy seconded the motion to approve of the minutes of the April 17, 2013 Region D RHSOC quarterly meeting. Motion carried unanimously.

State Reports

OHS Update - HSAC & Other Initiatives - Brett Hendrix

Mr. Hendrix updated the RHSOC for the timelines for FY13 funding moving forward. Homeland Security and Emergency grant applications were submitted to FEMA at the end of June. FEMA has 60 days to review and approve the applications. OHS expects approval of the grant applications by mid-August, although they have until the end of August to respond. According to this timeline, at the time of the grant award from the federal agencies, OHS expects to immediately make awards to local RHSOCs due to the fact that project applications and priorities were submitted ahead of time. Grant programs are two year programs now, no longer three year programs, as such there is an emphasis on expending funds in a shorter cycle. No extensions will be available, the sooner funds are spent then there will be a greater likelihood that more funding will be available in the future.

Mr. Hendrix informed the RHSOC that the total award for the year should be 3.8 million, 80% awarded to local agencies of which 25% goes to law enforcement entities. For non-law enforcement spending there is about \$2.1 million - \$200,000 for RPC support, 200,000 for training and exercises and \$70,000 to statewide mutual aid fire teams and \$1.6 million total for RPC programs.

OHS initiatives include compiling inventory lists for a deployable asset database for the Homeland Security Information Network (HISN) while working on the National Incident Management System (NIMS) kind and typing of equipment. There are two kinds of kind and typing tiers, one federal and one local. Assets inventories will be used for state and local kind and typing. Specifically, there will be a focus on communication assets.

Homeland Security Grants Update - Joni McCarter

Ms. McCarter reported that for FY10 funding, everything needs to be obligated by July 31. The remaining balance for FY10 Region D grants is about \$14,000. Dorothy Wittorff-Sandgren informed the RHSOC that these funds are obligated but still need to be reported. But the FY10 grant is essentially closed. Ms. McCarter also mentioned that the FY10 reallocated funds for the communication van upgrades through Greene County must also be reported. Ryan Nicholls stated that the deadline has been met and all information will be processed.

Ms. McCarter reported that FY11 and FY12 close on August 31, 2014. There has been a 70% reimbursement on FY11 and about 2-3% on FY12. Ms. McCarter reminded the RHSOC that reimbursement means that the state has sent payment. It is important to work on these grant years simultaneously not sequentially since they close on the same date. She reiterated the push from federal agencies to get everything spent.

Interoperable Communications - Brett Hendrix, Bryan Courtney

Mr. Hendrix reported that Missouri Communications Assistance Program (MOSCAP) funds were pooled to help fund local agencies get on the statewide system. There was a total of \$20 million worth of requests.

The state had \$1.2 million available and there was an attempt to get all requesting agencies something. There are tight deadlines for the projects.

Mr. Hendrix informed the RHSOC of the State and Local Interoperable Grant Program (SLIGP) initiative. The grant tries to fill some gaps for interoperable communications efforts. There are two positions with OHS under this initiative. A larger training and exercise budget is available under this program.

Bryan Courtney updated the RHSOC on the Missouri Statewide Interoperability Network (MOSWIN) interoperability program. Homeland Security is working with the state to update the Tactical Interoperable Communications Plan (TICP). There is a working document on HISN for comment. MOSWIN will distribute 600 radios. Radios are operational at all Highway Patrol Troops except Troop F. Through MOSCAP II, 151 entities will be receiving 210 radios. Flash upgrades for the radios were purchased with RHSOC dollars. Chris Berndt asked when the radios will be shipped. Mr. Courtney replied that the equipment will be transferred to a region-wide location of the RHSOC's choice. The award letters will go out next week. Ted Martin offered to allow the training room in Branson as a pick-up location. In addition, Courtney announced that through MOSCAP, 363 radios have been issued but only 150 have been turned on. Recipient entities must turn on the radios or give them back.

Mr. Courtney discussed a public safety broadband network initiative First Net. The initiative is in the initial phases centered on fact finding and outreach in support of regionalization.

DHSS Update

Not present. Jaci McReynolds was able to inform the RHSOC of DHSS initiatives to purchase radios for county health departments through leftover preparedness funds. A new emergency preparedness contract starts on July 1. The focus will be to identify the Centers for Disease Control's core capabilities planning group. Ms. McReynolds informed the RHSOC that emergency preparedness grant funds are available to health departments. Tetanus, diphtheria and pertussis immunization exercise funding is available for the months of July and August.

Agriculture Update

Not present. Jaci McReynolds noted that the final copy of the Ag exercise after action report has been sent on disc and is available with Dorothy Wittorff-Sandgren for those who would like to review it.

DNR Update - Wendell Hall

Nothing to report.

Mutual Aid/IST - Michael White

Michael White reported for Sherill Gladney. He said that they have been working with the Coroners' Association to develop a mutual aid plan for the discipline under the statewide mutual aid plan. A Coroners' Association meeting in Branson was successful in eliciting inclusion in the plan of the coroner's group. Mutual Aid/IST is currently working on training for directors of coroners offices throughout the state and will meet again at the spring conference. David Hall commented that he had been forwarded an article by the Greene County medical examiner about decomposing bodies and that HazMat groups should coordinate with medical examiners. Jaci McReynolds stated that public health has noted the need for training and handling bodies with communicable diseases.

The IST working group has two credentialing efforts in progress and it is a long-term process to get a task book signed-off. To date, about 30 IST personnel have been credentialed. There will be another

credentialing working group meeting in September. In the second week of September, there will be a retreat for IST generalists at a campground in the Racine/Joplin area. The dates are September 17, 18 and 19 and that lodging and meals were included.

Mass Care Coordinator

Not present.

Old Business

RHSOC By-laws - Dorothy Wittorff-Sandgren

Ms. Wittorff-Sandgren announced that the by-laws were approved at the last HSAC meeting with very few changes. David Hall explained that the major changes include: clarifications on the relationship between UASIs and Regions; clarifies the grievance procedures and administrative appeals to the RHSOC chair; and, the election of chair and vice-chair. Mr. Hall explained that when an individual is elected to the chair, they no longer represent their discipline. The alternate of the chair's former discipline ascends to the primary representative. The elected chair must serve as a primary for at least one year prior to being elected. Brent Hendrix added that there will be movement away from one year terms to two year terms. He also added that all 10 regions will operate under standard by-laws and that additional amendments are allowed if they are not counter to the standards. Currently the by-laws are not signed yet and this will occur at a meeting with OHS. Ms. Wittorff-Sandgren noted that the additional disciplines in Region D will not counter the standards and will take effect in October. Mr. Hendrix stated that each region has the option to start with a clean slate when they hold elections in October. He advised the RHSOC that any more discipline group changes must be submitted as an agenda item at a quarterly meeting.

David Hall moved to form a working group including Ms. Wittorff-Sandgren and two-three others to compare the old by-laws with the new by-laws to ensure continuity in the transition and provide any comment to the HSAC. Bruce Bjorge seconded. Motion carried unanimously.

THIRA Subcommittee - Dorothy Wittorff-Sandgren

Ms. Wittorff-Sandgren informed the RHSOC that the THIRA has been completed and approved. Now that approval has been received, it is time to formally establish a subcommittee to maintain and monitor the Region D THIRA throughout the year and facilitate the annual submission process. As discussed at the quarterly meeting in April, David Hall and Shea Lane would spearhead the committee. David Hall added that there should be a greater emphasis on the THIRA as it determines funding and is step one of the national preparedness goals of extending capabilities. Mr. Hall also discussed the importance of broad perspectives in large scale planning and moved to establish a THIRA subcommittee composed of Ms. Wittorff-Sandgren and five others responsible for oversight and coordination of THIRA tasks. Lisa McCarthy seconded. Motion carried unanimously.

New Business

Report on the RHSOC Chair Meeting

Not Present. Ryan Nicholls commented that the meeting basically covered by-law amendments and support for the statewide agriculture coordinator.

Report on 2013 SEMA Conference by Scholarship Recipients - Don Ruby, Lisa McCarthy

Ms. McCarthy stated that she thought the conference was smaller than last year. She mentioned that National Weather Service and WebEOC sessions were of great value. Mr. Ruby said that it was a great experience for him, and he was grateful for the opportunity to attend. There were several sessions that were beneficial.

Homeland Security Grant Program Procurement Updates - Dorothy Wittorff-Sandgren

FY10: Dorothy Wittorff-Sandgren reported that the remaining FY10 funding of \$749.48 has been obligated for CERT training flash drives.

FY11: 70% has been obligated. There is approximately another \$7,000 to be used for IST training travel. This will leave a remainder of about \$32,000 to go towards reallocation.

FY12: Funding is over half spent. There will be some remaining funding for reallocation, but it is too soon to say how much at this time.

Approval of Final Prioritization Ranking for FY2013 Projects – Dorothy Wittorff-Sandgren

Before the approval of the FY13 prioritization ranking, Ms. Wittorff-Sandgren noted that after reading the minutes from past meetings, the Management and Administration (M&A) for FY13 had yet to be approved. Also, there will not be enough money to fund all projects but there should be funds left over as before with any savings. Both Brent Hendrix and Joni McCarter assured the RHSOC that there is some flexibility with the priorities list to ensure all funds are spent. Jaci McReynolds inquired if the M&A must be approved today. Mr. Hendrix advised the RHSOC that this was the case as the M&A approval will be loaded into EMGMS to represent the starting point for the funding award. David Hall moved to approve the 5% M&A funding for FY13. Bruce Bjorge seconded and a roll call vote was taken:

RHSOC Member	Vote	RHSOC Member	Vote
Ted Martin	<u>Yes</u>	Max Springer	<u>Yes</u>
Matt Stewart	<u>Yes</u>	David Edwards	<u>Yes</u>
David Hall	<u>Yes</u>	Bob Patterson	<u>Yes</u>
Jaci McReynolds	<u>Yes</u>	Bonnie Witt-Schulte	<u>Yes</u>
Bruce Bjorge	<u>Yes</u>	Lisa McCarthy	<u>Yes</u>
Ron Bailey	<u>Yes</u>	Jason Henry	<u>Yes</u>

Motion carried unanimously.

During a discussion of FY13 project priorities, Ron Bailey suggested moving the last project on the list, the X-Ray Precision Aim Capability, above the second to last project on the list as there were not enough funds for the project, but there would be funding for the X-Ray project. Bruce Bjorge moved to move the X-Ray Precision Aim Capability up one spot on the priorities list and to approve the FY13 modified prioritization of projects. Bonnie Witt-Schulte seconded and a roll call vote was taken:

RHSOC Member	Vote	RHSOC Member	Vote
Ted Martin	<u>Yes</u>	Max Springer	<u>Yes</u>
Matt Stewart	<u>Yes</u>	David Edwards	<u>Yes</u>
David Hall	<u>Yes</u>	Bob Patterson	<u>Yes</u>
Jaci McReynolds	<u>Yes</u>	Bonnie Witt-Schulte	<u>Yes</u>
Bruce Bjorge	<u>Yes</u>	Lisa McCarthy	<u>Yes</u>
Ron Bailey	<u>Yes</u>	Jason Henry	<u>Yes</u>

Motion carried unanimously.

Improvement Planning Workshops - Ryan Nicholls

Ryan Nicholls informed the RHSOC of the initiative to create a multi-year exercise and training program. The purpose is to strategically plan exercises two to three years in advance. Mr. Nicholls stated that they were already undertaking this at the county level in Greene County and that the RHSOC would need to have a similar plan for workshops, classes, exercises and alternatives. They should focus on core capabilities for training and exercises. David Hall asked what the scope of the project is and who uses this information. Mr. Nicholls replied that it is used by SEMA to coordinate training and exercises for all State departments. The RHSOC had until September 19 to get the workshop completed. Mr. Nicholls hoped to have it done at Greene County by mid-August. He volunteered to organize a meeting for Region D and compile data at this meeting at the end of August. Ted Martin moved that all counties do a self-assessment and put a list of bullet points together to be compiled at a meeting at Greene County during the last week of August. Bruce Bjarge seconded. Motion carried unanimously.

State Committee Representatives Reports

Exercise – Lisa McCarthy

Ms. McCarthy reported that there was a table-top exercise in Bolivar on July 10. She stated that emergency management did well and identified issues with WebEOC. There will be a full scale exercise on November 7, 2013.

Annual Meeting - Dorothy Wittorff-Sandgren

Ms. Wittorff-Sandgren stated that the annual Region D RHSOC meeting will be October 16 in Mt. Vernon. The discipline groups whose primary representative will be coming off the RHSOC include: Emergency Management, Public Works, Mayor/City Administrator, Industry/LEPC, Utilities, EMS, 911 and Volunteer Groups. Ted Martin noted that Mayor/City Administrator may be difficult to fill and there is also a need for an Agriculture Representative. There was some discussion on using a nominating committee, but it was decided not to have one because of changes to the by-laws as to who will be eligible and not knowing who will be primaries for some of the disciplines until the actual Annual Meeting. Jason Henry proposed preparing a list of possible eligible names and sending it via email prior to the Annual Meeting. Ted Martin asked if the Mayor/City Administrator could be an alderman or other elected official. There was no definitive answer. Jaci McReynolds suggested that there needs to be more depth in all disciplines.

Disciplinary Group Reports

EMS - Bob Patterson reported the EMS group still meets regularly and has great membership. There will be an EMS conference during the month of October in Joplin.

Volunteer Groups - Lisa McCarthy reported that MoCERT had an exercise in Clever and it turned out really well. There also is an effort to create a storm shelter database with social media support with an event at the Red Cross in Springfield on October 9.

Other Business/Open Discussion

Jason Henry asked if the Two Gap exercise information could be sent to the healthcare group. There may be an opportunity to work that information into the Springfield metro psych group meeting on July 21.

Dorothy Wittorff-Sandgren announced that Greg Higdon had been promoted to Captain from Lieutenant at the Springfield Police Department.

Ted Martin announced that Denise Russell had replaced Candy Adams at SEMA.

Kevin Tweedy reported that the rapid medical response trailer purchased with previous funds is in need of maintenance and mass fatalities need to be addressed in the THIRA. There are only three mass fatality trailers in the state. David Hall responded that this sounded like sustainment. Brent Hendrix advised the RHSOC that there is some wiggle room in the process for defining a new project or sustainment. Jason Henry added that this why the THIRA is important. Mr. Henry also said that hospitals have this kind of equipment since the Joplin tornado and should be included in the asset inventory.

Next Meeting Date

The next meeting is scheduled to be held on October 16, 2013 at 9:00 am. Location will be the Mt. Vernon Arts and Recreation Center, Mt. Vernon, Missouri.

Adjourn

Ted Martin moved and Max Springer seconded the motion to adjourn. Motion carried. Meeting adjourned at 11:17 a.m.



Jaci McReynolds, Region D RHSOC Chair

10-16-13

Date Approved