



**Region D Homeland Security Oversight Committee  
Quarterly Meeting Minutes**

**July 15, 2015**

**9:00 A.M.**

**Mt. Vernon Arts & Recreation Center  
822 W. Mt. Vernon Blvd, Mt. Vernon, MO**

**Attendance:**

**RHSOC Members:**

Rance Duffy, Chair  
David Hall, Fire/Vice Chair  
Jeanne Beas, County Health  
Chris Berndt, HSRRS  
Ryan Martin, Industry/LEPC  
Michael Pfander, Agriculture  
Russ Conroy, Hospitals

**RHSOC Alternates:**

Ted Martin, Emergency Management  
Keith Stammer, Emergency Management  
Steve Lisby, Police  
Michael White, Fire  
Kermit Hargis, County Health  
Eric Walters, Public Works  
Gregg Sweeten, Industry/LEPC  
Paul Carter, Industry/LEPC  
Lori Sneed, 911  
Shawn DeBear, Volunteer Groups

**Ex-Officios:**

Wendell Hall, DNR  
Douglas Baker, DHSS  
Diane May, SMOG

**Guests/Visitors:**

Joni McCarter, OHS  
Carrie Kiesling, OHS  
Tom Charret, MIC  
Bob Bloomberg, DPS  
Merrel Breyer, Mo Dept. of Agriculture  
Julie Stolting, American Red Cross  
Darwin Boston, American Red Cross  
Terra Jeffres, American Red Cross  
Jim Ludden, Bolivar Fire Dept.  
Brent Watkins, Bolivar OEM  
Greg Reed, Cox Health  
Robert Dickson, Polk County EMA  
Lynn Hollandworth, Republic OEM  
Capt. Chuck Cook, Salvation Army  
J.R. Webb, Springfield/Greene County 911  
Larry Woods, Springfield/Greene County OEM  
Samantha Peterson, Springfield/Greene Co. OEM  
Melissa Duckworth, Taney County OEM  
Tom Martin, Stone County EOM

**Staff:**

Dorothy Wittorff-Sandgren, SMOG  
Cyndee Schmidt, Kaysinger Basin RPC

**Open Meeting**

***Opening Comments/Pledge of Allegiance***

Rance Duffy opened the meeting at 9:00 am, followed by the Pledge of Allegiance.

***Roll Call/Introductions***

Roll call was taken and self-introductions were made.

***Approval of Consent Agenda***

Jeanne Beas moved and Russ Conroy seconded the motion to approve the consent agenda for the July 15, 2015 meeting. Motion carried.

***OHS Update - HSAC & Other Initiatives – Joni McCarter***

The WebEx application training was held on July 14<sup>th</sup>. Not much has changed for the FY15 grant application. There are a couple of new forms, but the application is basically the same with a slightly different format. The FY15 grant period is 36 months, but the State has chosen to limit it to 24 months. The application period opens today and closes at 5:00pm on August 15<sup>th</sup>. Ms. McCarter reminded applicants to be sure to click on the submit button or the application will not go through to OHS. OHS will do administrative review between August 16-31<sup>st</sup> with local peer review to be completed between September 1 and 15<sup>th</sup>. OHS expects to make awards by October 15<sup>th</sup>. Dorothy Wittorff-Sandgren will have access to the applications. The RHSOC will need to determine who will be doing the peer review and provide this list to OHS as soon as possible.

***Homeland Security Grants Update – Carrie Kiesling***

Joni McCarter introduced Carrie Kiesling, the new regionalization grant specialist. Ms. Kiesling reported on the status of open grants. The FY13 grant (\$303,345.34) closes August 31, 2015. As of July 10<sup>th</sup>, \$263,028.65 has been reimbursed, \$4,062.19 is pending, leaving a balance of \$36,254.50 that has not yet been encumbered.

The FY14 grant ends August 31, 2016 and reimbursements are just getting started. Of the first round award of \$428,208.41, \$13,150.98 has been reimbursed with a balance of \$ 416,948.27. No claims have been submitted yet against the 2<sup>nd</sup> round award of \$96,727.98.

***Interoperable Communications – Tom Charret***

Tom Charret provided a Missouri Interoperability Update handout. Over 1000 radios are on the system. MOSCAP will happen this year. MIC has about 200 radios available, limited to one or two per agency. The applications will come out in September/October. In response to a question, IST can apply for this. Interoperability Plan is on the public system library COML and COMT courses are available. Now planning to exercise all the mobile communications equipment. If interested in helping design the exercise in September, call Bryan Courtney. Mr. Charret will be doing radio training in September. He will do training for minimum of 12 people and the training could be scheduled during the day or evening. Localgov.u and Missouri Sheriff's Association will have online training. It will be free through Localgov.u. Current VHS towers will remain, but any new towers will be on 700 system.

***DHSS Update - Douglas Baker***

DHSS is continuing to monitor for communicable and hazardous diseases, particularly from West Africa. They are also monitoring for measles. Everyone is working to build better systems for handling the diseases and we are much better off than 10 months ago.

***Public Safety - Bob Bloomberg***

FirstNet is continuing to move forward. Big activity now is data collection that will be used in determining coverage needs in Missouri. Trying to identify those areas that need basic coverage. Have good coverage in Springfield, Branson and Joplin. They are requesting latitude and longitude of calls that are coming in and type of calls. There is an online survey online for uploading data. Network will be rolled out by going for low hanging fruit and where most users are. The first rollout will not just be major metro areas. Under the law, 20% of rural users will be included in each rollout. There will be five rollouts and the phases will overlap. There will be more LTE broadband coverage in Missouri as the rollouts continue. Should begin to see the broadband in some places in Missouri during 2017. Everyone needs to participate in the data collection. Price for system will be same or less than what everyone is paying now.

### ***Agriculture Update - Merrel Breyer***

There is concern about the avian influenza that could possibly hit this fall. Trying to figure out what the State would do if the influenza does hit the chicken houses. Have been authorized to purchase a portable foam depopulation unit that costs \$3,500, which is far less expensive than the \$78,000 permanent unit. There will be a demonstration at 9:00am at Acorn Acres, State Road CC in Eldon in August 17<sup>th</sup>. Call Dr. Hickum to get on the invitation list. Mr. Meyer indicated that if the avian influenza does hit, it could be in October. If it hits a chicken house with just broilers, the chickens are composted in that house. If egg producers, the chickens must be removed from the house and composted or burned. With cleaning, disinfection and other procedures, producers are down about six months before they can reopen. There is no evidence that the virus has crossed over and infected humans; all persons monitored so far have been ok.

A question was asked why the State doesn't just pay for this rather than asking the regions to help fund the portable units. Mr. Meyer responded that the Department of Agriculture hasn't received any funding from Homeland Security for at least two years, so they need help. The State would like to see 6-10 portable units and prefers to have these placed in the regions rather than a central location. The portable units have a two week delivery time while the permanent units are on a two-year backorder.

### ***DNR Update-Wendall Hall***

There is no update. DNR is short-staffed but will have someone in a month or so.

### ***Mutual Aid/IST – Michael White***

They are currently doing credentialing and a retreat for the region is planned for September 27-30<sup>th</sup> that will include a 1 ½ day long exercise. Some help will also be provided for a scouting event in Branson. There hasn't been a deployment since September 2013. The team is continuing to train and would like to be involved in an annual event, so let the team know if you have an event. The team is better trained than ever and not needing as many training classes.

### ***Old Business***

#### ***Strategic Planning - David Hall***

The strategic plan has been on hold while THIRA was being completed. THIRA now completed but would like to defer the strategic plan a little longer to make sure that the THIRA is solid.

#### ***Sustainment/Enhancement Guidance Committee Report – Michael White***

The Committee has tightened up the scoring questions and has narrowed the list down from 12 questions to eight. All questions are yes-no answer. The questions include:

1. Does project align with regional THIRA capability?
2. Does it address filling capability gaps from a regional THIRA capability target?
3. Does it create or enhance a deployable Homeland Security resource (regional, state and national)?
4. Does it sustain a deployable Homeland Security resource?
5. Does project support a deployable asset that is NIMS kind and type?
6. Does project build regional and/or state collaboration?
7. Does the applicant provide cost sharing?
8. Does the applicant participate in the development of the regional THIRA?

Last time there were too many enhancement projects so this revised system will score sustainment projects higher. Eight points will be assigned if it is a sustainment project, no points if it is an enhancement project. David Hall asked if all questions are yes-no answers, how will scoring take into

consideration the subjective value of a project (point assignment). Discussion proceeded on how the applicants should be made of aware of scoring questions and should document and cover all questions in their presentations.

Michael White asked what should be done if a new project is presented. What information is needed? It should be in the minutes as to why a new project scored higher than a sustainment project. Discussion ensued on the issue of whether a new project could be funded and could sustaining a project or service that is no longer a high priority in the region be stopped. THIRA rules state that you must continue to sustain already funded projects. Joni McCarter said it's going to require justification in the meeting minutes as to why a new project should be funded. She indicated that you can't fund a new project at the expense of funding something that needs to be sustained. Enhancement is upgrading a current capability you already have. Ms. McCarter is checking in the grant guidance documents for specific wording on this issue.

Consensus that applicants be provided with a list of questions and be prepared to explain or provide documentation. Jeanne Beas asked if the specific questions beside yes or no could be provided to the applicants.

Jeanne Beas moved and Lori Sneed seconded the motion and 911 seconded that the sheet of scoring questions be developed and distributed to the applicants. Michael White said that what he sends out will include difference between sustainment and enhancement. Provide documentation to support the yes no questions. Motion carried.

## **New Business**

### ***Report on SEMA 2015 Conference Scholarship Recipient - Larry Woods***

Thanked the RHSOC for selecting him for the scholarship to attend the SEMA Conference. He was very impressed with the GIS breakout sessions and the state's GIS capabilities and available apps. He also attended the transportation breakout sessions as well as several others.

### ***Product Discussion on Credentialing Criteria -Tom Martin***

One of the two vendors couldn't be here today, so will be rescheduled for October.

### ***Future Format of Meetings - David Hall***

David Hall noted that sometimes information that is most important to the RHSOC occurs at the end of the meeting when attendance may have dwindled. He would like to change the agenda order by moving state reports to right after the RHSOC Committee reports.

David Hall moved and Tom Martin seconded the motion to move the state reports to after the regional committee representative reports. Motion carried.

### ***Homeland Security Grant Program Procurement Updates – Dorothy Wittorff-Sandgren***

Dorothy Wittorff-Sandgren reminded everyone that the grant status report given by Carrie Kiesling included only those project expenses that have been submitted for reimbursement so far. Remaining FY13 grant funds are \$6,000 and the rest has been obligated to CERT as in prior years, so FY13 funds are fully spent. Remaining FYY14 funds are \$295,698.14, including both rounds, the work program and M&A. The balance will go down considerably as soon as the Robot is completed.

### **Committee Representative Reports**

#### **THIRA – David Hall**

David Hall feels that this is the most useful THIRA the region has ever had, but he didn't like the process as much. He thinks the process can be improved upon for next year and recommended that work should start on the THIRA now. He also suggested that CORE Capability meetings should be spread out over several months so that everyone that should be providing input has the opportunity to do so.

Scott Davis sent in a memo with questions such as how did the one day meeting go and would we recommend this approach to other regions. Mr. Hall felt that they didn't have enough people in attendance.

In response to an earlier question regarding where grant funding could be used for new projects, Joni McCarter referenced the following from an OHS Grant Guidance document; "Homeland Security grant program recipients should ensure that funding is used to sustain core capabilities funded by past homeland security grant funding cycles and funding programs. New capabilities should not be built at the expense of maintaining current critically needed core capabilities. New capabilities also must be aligned with capability targets and gaps identified through the THIRA."

Discussion returned to the next THIRA update. Tom Martin suggested that the THIRA meetings be limited to one day, perhaps three 2-hour sessions, so people don't have to travel on multiple days.

#### **Credentialing— Tom Martin**

The State Chair has approved the format and layout for the card colors for credentialing and what will be on the card is also approved.

#### **Exercise/Training - Melissa Duckworth**

The workshop to plan the regional exercise will follow the July 22nd SMESO meeting in Taney County. The Region D table top exercise will be on August 12<sup>th</sup> in Springfield. The full scale exercise will be on September 16<sup>th</sup> at the DMAC in Springfield. The regional training and exercise planning workshop will be on August 12<sup>th</sup> at 1:00pm following the table top exercise. Give your emergency manager a list of needed training to bring to the August 12<sup>th</sup> meeting. The 2015 Grant Guidance requires every subgrantee to have a training and exercise plan. This is not the regional plan. Joni McCarter is going to get further clarification on this. Ms. Duckworth will be sending out updated list of training sessions. Michael White asked if the local training/exercise plan must be completed by time of grant application on August 15<sup>th</sup>. Ms. McCarter said "no" but is going to check on this as well.

#### **Center for Education Safety Planning Team – Linda Barger**

No report.

### **Disciplinary Group Reports**

**Emergency Management.** Ted Martin reported that everyone is working on damage assessments.

**County Health.** Jeanne Beas reported that there are a lot more ticks this year than usual.

**Fire.** David Hall asked Joni McCarter what is going on with staffing at the State. Lane Roberts is the new Director of Public Safety and Stephen Sokoloff is the Deputy Director. There is no news yet on the Homeland Security Coordinator. Mr. Hall talked about the Statewide Planning Working Group and questioned if this work is going to be continued? Ms. McCarter said she thinks they are going to

continue on. The Planning Group recommended that no statewide initiative be pulled off the top from FY15 grant. Ms. McCarter confirmed that there was no set aside for state-wide initiatives.

*IMT.* Michael White said this year they might actually be able to do shadowing because program has changed. This will be funded with the training funds already allocated.

***Other Business***

No further business discussed.

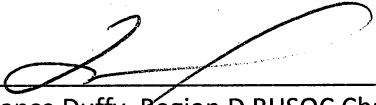
***Next Meeting Date***

The next meeting will be the annual meeting on October 21, 2015. Dorothy Wittorff-Sandgren stated that the primary representatives from HSRRS, Public Works, Mayor/City Administrator, Industry/LEPC, Utilities, EMS, 911, Volunteers (maybe) and Schools will be rolling off the RHSOC. Rance Duffy will be rolling off as Chair.

Following discussion it was decided that the FY15 Grant scoring meeting will be held on September 3<sup>rd</sup> as the first option, with September 10<sup>th</sup> as the second option. The meeting will be held at 9:00 am at the Greene County Emergency Management Center and will be posted as a meeting so that scoring can be voted on. Applicants will be informed that they must attend the meeting and make a presentation.

***Adjourn***

David Hall moved and Ryan Martin seconded the motion to adjourn. Motion carried.

  
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Rance Duffy, Region D RHSOC Chair

  
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Date Approved