

MINUTES
Region H
Regional Homeland Security Oversight Committee

October 15, 2007
11:00 AM

BOARD MEMBERS PRESENT:

Corey Sloan, Police Chief	Bob Vey, Private Industry/Public Utility
Phil Rickabaugh, Fire Chief	Mike O'Neal, Public Health
Jay Ebersold, City/County Public Works	Susan Staashelm, 911
Mike Curran, HSRT	Steve Groshong, Emergency Medical Services
Wally Patrick, Hospital Association	Don Moore, City Mayor/Administrator
Dan Hausman, County Commissioner	Nasser Memarian, Elem & Sec Schools

ALTERNATES PRESENT:

Bill Brinton, Emergency Mgmt Director	Keith Wood, Police Chief
Dennis Martin, Sheriff	John Gannan, Fire Chief
Don Jagger, 911	Rodney Hummer, Private Ind/Public Utility
Brian Carter, HSRT	Drew Bontrager, City/County Public Works
Robert Kelly, Agriculture	Rock Kieffer, Hospital Association

NEW MEMBERS PRESENT:

Porter Hensen, Sheriff	Debra Bradley, Public Health
Greg Decker, City/County Public Works	Derek Brown, City Mayor/Administrator
Phil Lammers, City Mayor/Administrator	Rick Hull, County Commissioner
Bill Florea, Emergency Medical Services	

EX-OFFICIO MEMBERS:

Ralph Bledsoe, MSWP	Duane Robinson, MSHP
Tom Bliss, Mo-Kan Regional	Roarke Holzschuh, DNR
Stoney Bowers, MDFS	Steve Cheavens, SEMA
Roger Wolken, MDC	

OTHERS PRESENT:

Jackie Spainhower, Mo-Kan Regional	Jerri Dearmont, NW Regional Council
Zada Farris, SEMA	Lance Rains, Green Hills RPC
George Albert, Training Coordinator	Bill Bangerter, Midwest Mobile
Paul Fennewald, OHS	Ralph Dishong, Red Cross
Matt Nutt, SEMA	Jim Lundsted, DPS
Paula Woodsmall, DHSS	Jerri Dearmont, Northwest Regional Council
Brad Rees, MO Hospital Association	

The meeting of Region H Regional Homeland Security Oversight Committee was held October 15, 2007 at Cameron City Hall, Cameron, Missouri.

1. **Roll Call** – A silent roll call was taken.

2. **Approval of Agenda** – Dan Hausman made a motion to amend the agenda to add Confidential Disclosure Agreements and Criminal History Background forms to the agenda, seconded by Bob Vey. 15 yeas, 0 nay, motion approved.

Jackie Spainhower distributed the Confidential Disclosure Agreements and Criminal History Background forms. These forms must be completed by anyone that is serving on the RHSOC. If you have any questions, contact Jackie.

No other additions to the agenda.

3. **Approval of July 16, 2007 minutes** – Don Moore made a motion to accept the minutes of July 16, 2007 as presented, seconded by Wally Patrick. 15 yeas, 0 nay, motion approved.

4. **Subcommittee Reports**

Karla Long, Mass Care - Absent – No report given.

Susan Staashelm, Interoperable Communications – Susan attended the last State SIEC meeting. The CSIP grant is due September 3. There is \$17M available with a 20% match and can only submit one application for the entire State of Missouri. There are items that must be addressed in the applications. The inoperability committee met a few weeks ago to address interoperable communities, emergency services, baseline needs for each region, acute goals, and long term goals. (Distribution of report).

Don Moore, Volunteers and Donations – Committee did not meet in the last quarter – no report.

Dan Hausman, Ag-terrorism – Committee did not meet in the last quarter – no report.

5. **FY '06 Grant Updates**

Ag Terrorism Planner, Emergency Services Training Coordinator & Mass Care Specialist Reports were distributed. John Hesson, Ag-terrorism Planner was unable to attend the meeting today. There were no questions about the Region H HSRT report on ag-terrorism planner.

George Albert, Region H Emergency Services Training Coordinator – Attending LPEC meetings throughout the area. Members were asked to send media information to George. Dates are being scheduled for CERT training that will begin in November in Andrew County. George will be purchasing at least 20 packs for the first training. If anyone is interested in CERT training they will need to contact George. The NIMS classes will cost \$300-\$400 and are available on-line next August. George and Bill will be attending the State Emergency Advisory Committee training in Jefferson City tomorrow. Jackie to get new RHSOC members emails/addresses to George. The second newsletter will be sent in November.

Ralph Dishong, Mass Sheltering/Red Cross – Ralph reviewed the seven goals in the scope of work as follow: 1) Secure Shelter Locations; 2) House Sheltering Trailers; 3) Recruit and Train Community Volunteers; 4) Locate Meal Providers; 5) Train Emergency Service Providers; 6) Provide Annual Exercises in Each County and 7) Share Information on a Regular Basis with the Region H HSOC. No questions were asked.

Corey suggested that part of RHSOC duties is to review each individual that was hired as well as their performance. This will need to be done in executive session today at the end of the meeting.

Equipment Purchases, CERT, CISD Training, Jackie Spainhower – Opened bids for all interoperable communications equipment on September 21. A total of \$509,502.47 was approved and all have been awarded except two pieces of equipment that need approval from SEMA. Motorola equipment was bid out to Midwest Mobile and Motorola, Kenwood equipment to Haug Communications, and ICOM to Moore Radio from Cameron. The St. Joseph Police Department's ACU-T was awarded and ordered from Command One. Cameron PD tactical headsets have been ordered from Atlantic Signal. The radios will be ordered once all the pre-programming issues are settled. Mo-Kan has been pre-approved to purchase five Doolittle trailers for American Red Cross from Bonnet Trailer Sales in Stewartsville. Once Red Cross has signed the agreements, the trailers will be ordered. Mo-Kan is still collecting bids for the equipment that goes inside the Red Cross trailers. The Red Cross Mass Shelter Program has allocated \$19,169.29 and is on schedule. Mo-Kan is currently working on the specs for the Mass Casualty trailer for Nodaway County Ambulance, and hope to bid in a few weeks. The Critical Incident Stress Briefing training that was awarded to fire chaplains was missed because there were questions on whether the training was approved by DHS. Paul Fennewald is looking into this allocation as there will be another training in the spring. There is \$359.99 to spend for CERT equipment. The Emergency Training Coordinator, George Albert is on schedule and has spent \$9,499.98. HSRT has not invoiced Mo-Kan for the Ag-terrorism Planning position yet, and a total of \$52,016 remains. Mo-Kan is currently preparing an invoice to submit for their first draw down of 3% administration funds (\$26,783). At the January meeting may need to look at reallocating funds. There is still \$17,455 budgeted for the communications equipment in the mass casualty trailer, we are under budget by \$35,500. This funding, along with Red Cross training funds and the funds for the chaplains, we may be looking at \$40,000 to \$45,000 that may need to be reallocated at the January meeting.

In reaction to Jackie's report, Paul Fennewald said the State Homeland Advisory Council voted to mandate P-25 compliance. Also, the Red Cross can hold three training classes in the State without getting the DHS approval. The \$3,600 is set aside for training materials which may need to be reallocated. Funds must be spent by June 30, 2008.

6. **Corey Sloan, Chairman's Final Report** – Corey stated it had been a pleasure to work with everyone during his first year. A plaque was presented to Corey on behalf of the entire RHSOC board.

7. **Changeover of Membership** – Steve Groshong, Heartland Health Services is the new Chairman. Introductions were made by all members.

Break for Lunch at 11:50 am and resumed at 12:20 pm.

All new primaries should be in their new positions. Karla Long, Mass Care Representative does not have an alternate and she has agreed to serve one more year. A motion was made by Bill Brinton to allow Karla Long to serve one more term and seconded by Keith Wood, 15 yeas, 0 nay, motion approved.

Jackie reviewed the program with all new members. All new members received manuals. The main goal of the HSOC is to allocate Homeland Security grant programming on a regional level for the State. Our region consists of 15 counties in northwest Missouri. Mo-Kan RPC is

the lead RPC for this program, but will also receive correspondence from Green Hills, (Randy Railsback) and NW MO RPC (Tye Parsons). Last year Region H allocated over \$892,000 of grant funds in the 15 counties. Primary members have voting authority, but if they are absent then the alternates have the authority to vote in their absence. The main responsibility is to communicate with your peers in the region to find out their needs.

A website has been established to learn more about Region H at www.missouriregionh.com

8. **Election of Vice Chair** – Concerns were raised about terms of positions. All members will receive a current copy of the by-laws. A motion was made by Dennis Martin to table the Vice Chair election until clarification is received from the State, seconded by Dan Huasman, 15 yeas, 0 nay, motion carried. Jackie will send out a list of eligible names for Vice Chair. Karla Long may need a waiver from HSAC approving her year-long term extension.

9. **SEMA Updates** – Zada Farris announced the 2007 allocations have been approved in the amount of \$4,400,000. These allocations were determined by formula. Region H decreased by half from the prior year. Mo-Kan RPC will receive 3% for administration costs. The 2007 Investment Justification Descriptions was circulated which include: Agriculture Risk Management, Medical Surge, Mass Sheltering and Volunteer Management, Interoperable Communications and Strengthen 9-1-1 and Interoperable Communications as it relates to 9-1-1. In the initial submission, all funds must be allocated. SEMA will perform the technical review and then the Homeland Security Advisory Council will make the final approval. The proposals are due February 29, 2008. FY06 & FY07 funds will overlap. The FY07 funds will end June 30, 2009.

10. **Review of Region H Grant Process, Applications and Timelines** – Jackie distributed a Sub-committee sign-up sheet for the five 2007 Investment Justifications. Anyone that has an interest may sign up and a person may sign up for more than one. The Interoperable Committee met a few weeks ago and added to the application. These applications will be distributed to local citizens, local law enforcements, fire districts, etc. These applications have been modified to eliminate problems from the previous year. If people are asking for any equipment, a vendor quote will be needed with the proposal. A timeline needs to be determined. Last year a special meeting was held. Steve entertained a motion to have the sub-committees work on the proposals and then schedule a meeting to review the proposals the same as last year. Dan Hausman made a motion to mirror the same process as last year, and a second by Bill Brinton, 15 yeas, 0 nay, motion carried.

Grants will be due into the Mo-Kan office by the end of November and then the sub-committees will review the proposals. A Special meeting will be held on December 17, to balance the budget and the final budget will be approved at the January 14, 2008 meeting. The Special meeting will be an open meeting. The meeting will only close if executive session is needed. Jackie will email, fax, and mail out applications.

11. **Office of Homeland Security Updates** – Paul Fennwald said the Missouri Emergency Resource Information System (MERIS) will hopefully be ready by November 1 to schools, first responders and others. The school emergency resources plan is out and most schools have an emergency plan. A partnership with the Mo School Association to give emergency broadcast alerts by Statewide, regions, counties, and school districts. There are over 900 schools who are participating in the alert system. There is no cost to the schools to participate in this system. There is a new schedule out for the Homeland Security Advisory Council and the next meeting is January 9, 2008. The Critical Infrastructure Network working group has been established.

Jim Lunstead is the new Chief Interoperable Office with SEMA. The Department of Commerce is requiring that the department must come up with a strategic plan for Statewide Interoperable Communications to be completed by December 3, 2007. Jim needs feedback from the RHSOC members for the plan. A consultant is on board looking at recommendations pertaining to radios, towers, networking, in order to make an investment to the infrastructure.

New chairpersons were appointed to the Medical Surge and 911 subcommittees. Steve appointed Wally Patrick to chair Medical Surge and Susan Staashelm appointed Don Jagger to chair 911. Wally and Don both accepted.

12. **DHSS Update** - Paula Woodsmall, DHSS and the Center of Response and Terrorism. On September 1, she was asked to work on special needs population. One of the first tasks was to revise the MNX plan of the special operations plan with Kerry Jones from FEMA looking at different models from Florida and Texas. The draft will be looked at today with the special needs steering committee. The next task is developing a template for the local Red Cross and shelters to use for special needs. Also working with the Missouri Kidney Foundation for crushed victims due to earthquakes, food programs, and conducting a survey for special needs. Hoping to have a template ready in January to bring to the RHSOC.

13. **Next Meeting Date/Location** - The next meeting will be the Special meeting on December 17, from 10-2 at NWMSU. Lunch will be served. Keith Woods will contact Clarence Green to book the Conference Room on campus. Jackie will arrange lunch with Aramark.

The next RHSOC meeting is scheduled for Monday, January 14, 2008, beginning at 6:00 PM at the Buchanan County Courthouse in St. Joseph. The applications will be approved at this meeting.

Closed Meeting – Steve stated that part of the grant rules for the ag-terrorism planner, emergency services training coordinator and mass care specialist is to review their performance at the quarterly meetings. Dennis Martin made a motion to enter into a closed meeting to discuss personnel matters, seconded by Keith Wood, 15 yeas, 0 nay, motion carried.

14. **Adjournment** – Wally Patrick motioned to adjourn the meeting at 2:15 pm, seconded by Bill Brinton, 15 yeas, 0 nay, motion carried.

