

MINUTES
Region H
Regional Homeland Security Oversight Committee

September 21, 2006
11:00 AM

BOARD MEMBERS PRESENT:

Rhonda Wiley, Emergency Management Director	Corey Sloan, Police Chief	
Dennis Martin, Sheriff	Phil Rickabaugh, Fire Chief	
Mike O'Neal, County Health	John Hesson, HSRT	
Jay Ebersold, City/County Public Works	Don Moore, Mayor/City Admin	Dan
Hausman, County Commissioner	Bob Vey, Industry/ Utility	
Steve Groshong, Emergency Medical Service	Susan Staashelm, 911	
Karla Long, Volunteer Group		

ALTERNATES PRESENT:

Bill Brinton, Emergency Management Director	Jon Gannan, Fire Chief
Kim Oaks, County Health	Mike Curran, HSRT
Drew Bontrager, City/County Public Works	Janice Hatcher, Mayor/City Admin
Rodney Hummer, Private Industry/Public Utility	John Roe, Emergency Medical Service

EX-OFFICIO MEMBERS:

Sgt. Eldon Wulf, Mo State Water Patrol	C. Jon Hinkle, DHS
Koelle Barbour, Mo Dept. of Transportation	Cpt. Johnnie Hoggatt, MSHP
Sam Jameson, Mo Dept. of Agriculture	Steve Cheavens, SEMA
Stoney Bowers, Mo Division of Fire Safety	

OTHERS PRESENT:

Jackie Wilson, Mo-Kan Regional Council	Tye Parsons, NW Regional Council
Randy Railsback, Green Hill RPC	Zada Farris, SEMA
Jackie Wolf, Mo-Kan Regional Council	Brian Loopey, Sur-Tech Corporation

The meeting of Region H Regional Homeland Security Oversight Committee was held September 21, 2006 at the Cameron Public Safety Building, 102 W. 2nd Street, Cameron, MO at 11:00AM.

- 1. Welcome and Introductions-** Steve Cheavens, SEMA, welcomed everyone and thanked them for their time and also Cameron for hosting the meeting. Everyone introduced themselves and stated where they were from.
- 2. Committee Manual Contents-** Jackie Wilson, Mo-Kan, explained the manual contents and asked everyone to please bring them to all the meetings.
- 3. Homeland Security Statewide Regionalization Overview-** Zada Farris, SEMA, divided state by the Highway Patrol Regions, without Kansas City and St. Louis. All regions have the same 13 disciplines and have the options of adding others if deemed necessary. The purpose is for everyone to think in regions rather than what we need in our community. The funds are shrinking every year and what is best for region may help stretch the funds and make certain can take of in the future. We have four investment justifications: Agricultural Risk Mitigation Program, Strengthening Interoperable Communications Capabilities, Mass Care and Citizen Protection, and Volunteers and Donations. Region H has received \$892,767.21 to spend on these four areas. State intentionally left the descriptions vague to be able to manipulate to receive items needed.
- 4. By-Laws and Articles for Missouri Regional Homeland Security Oversight Committee-** Zada Farris. These By-Laws are very basic and mostly the same for all oversight committees. Zada presented a quick overview of the By-Laws and asked everyone to take them home and read them to approve or change at the next meeting. Some highlights were members or alternates must be present to vote, no call-ins or e-mails. Need to cast votes on behalf of discipline not your personal feelings. Disclosure and discipline procedures, Highway Patrol Standard Background check and a non-disclosure agreement. Non-disclosure agreement must be signed by all who stay in closed meeting. Sunshine Law is in effect for the meetings. The meetings will be held quarterly, July, October, January and April. You may decide you need more meetings

in the beginning. Zada or Jay will be at every meeting. Election of Officers and term limits were discussed. And finally the By-Law Modification if needed.

5. **Election of Chair and Vice-Chair-** Jackie Wilson. The Chair person will have a one year term limit and the Vice-Chair will have a two year term limit and will automatically move up to Chair next year.

Nominations for Chair : Corey Sloan
 Dan Hausman
 Rhonda Wiley

The three candidates gave a brief history about themselves. Members voted by ballot with Cory Sloan being elected as Chair with a one year term on the oversight committee.

Nominations for Vice-Chair : Steve Groshong
 Dan Hausman

Members voted by ballot with Steve Groshong being elected as Vice-Chair with a two year term and will automatically moving into Chair position next year.

6. **Determination of 1 and 2 Year Terms for Committee Members-** Jackie Wilson. Decided easiest way to determine will be to draw a number to the one or two year limit.

Rhonda Wiley 1 year	Bill Brinton 2 year
Corey Sloan 1 year	Keith Wood 2 year
Mike Strong 1 year	Dennis Martin 2 year
Phil Rickabaugh 1 year	Jon Gannan 2 year
Mike O'Neal 2 year	Kim Oaks 1 year
John Hesson 1 year	Mike Curran 2 year
Jay Ebersold 2 year	Drew Bontrager 1 year
Don Moore 1 year	Janice Hatcher 2 year
Dan Hausman 2 year	Kenneth Warren 1 year
Bob Vey 1 year	Rodney Hummer 2 year
Steve Groshong 2 year	John Roe 1 year
Susan Staashelm 2 year	Tabby McClanahan 1 year
Karla Long 1 year	Marie Toney 2 year

7. **Non-Disclosure Statement & Background Check Consent Form-** Zada Farris. Standard Highway Patrol Background check only needed for Primary and Alternates. The Non-disclosure agreement must be signed by anyone wanting to stay in the meeting when it needs to be closed from public. A copy of the Non-Disclosure form will be forwarded to Jackie Wilson.

Lunch Break

Meeting resumed at 12:30

8. **Planning Priorities and Timeline for Grant Funding-** Zada Farris. The Grant Proposal Process Outline has a timeline to help get everyone started and stay on the same timelines throughout the state. September to October will have quarterly meeting. Set up working groups in your discipline to discuss priorities for region. Also need to discuss the amount received for the region and the specified investment justifications within your working groups. Then come back to committee and represent discipline about the needs of the region.

October to January need to start putting together proposals, getting quotes, getting preliminary information, etc. Survey or letters to provide feedback so everyone can have a chance to voice their opinions. Stay in contact with SEMA and the RPC.

January 2007 Quarterly meeting would like to see oversight committee actually finalize the proposal and have vote so everyone can agree this is the way to go. Also need to prepare budget to go along with proposal. After the proposal has been approved the RPC is actually the one that will type and submit the proposal. January 31, 2007 all proposals need to be turned into SEMA.

February to March SEMA will perform a technical review, then the proposal will be passed along to the Advisory Council.

April 2007 Quarterly meeting Implement Grant that was approved.

9. Working Groups-Zada Farris Homework assignment is setting up working groups for your discipline, talking with them about the priorities are, and then discussing the amount and the investment justifications and how they can be used.

10. NIMS-Steve Cheavens National Incident Management System.

11. Determination of Meeting Date and Location. Next meeting will be held at the American Red Cross, 401 N 12th, St. Joseph at 11:00am, Monday, October 16, 2006. The meeting will always fall on the third Monday of the month of that quarter.

12. Meeting Adjourned.