

**Region D RHSOC Meeting Minutes  
December 20, 2006  
9:00 a.m.  
University of Missouri Southwest Research Center  
14548 Highway H  
Mt. Vernon, MO**

**Attendance:**

**RHSOC Members:**

Chris Berndt, Emergency Management  
Lynn Rowe, Police  
David Brock, Public Works  
Jimmy Sebree, Fire  
Angela Ford, County Health  
Mitch Randles, HSRT  
Jim Honey, County Commissioner  
David Edwards, Industry  
Bill Deal, Utilities  
David Hoover, EMS  
J.R. Webb, 911  
Debi Meeds, Volunteer Groups  
Douglas Domer, Public Schools

**RHSOC Alternates:**

Greg Hickman, HSRT  
Rick Lewis, Volunteer Groups  
Bob Patterson, EMS

**Guests/Visitors:**

Zada Farris, SEMA  
David Compton, Barry OEM  
Bob Kittsmiller, Dade Co EM  
Ryan Nicholls, Greene Co OEM  
Phil Amtower, Christian Co EMA  
David McCann, City Aurora EM  
Bill Sexton, Webster Co OEM  
Bandi Kolbe, Christian Co

**Ex-Officio:**

Kevin Notz, DFS  
Diane Smith, DHSS  
Larry Forgey, MDA  
Kurt Kysar, MDC  
Capt. Gary Haupt, MSWP  
Steve Runnels, NWS  
Diane May, SMCOG

**Staff:**

Dorothy Wittorff-Sandgren, SMCOG  
Joe Kelley, HSTCC

**Open Meeting:**

Chris Berndt opened the meeting at 9:10 a.m. Self introductions were made.

**Approval of Meeting Agenda:**

David Hoover motioned and J.R. Webb seconded the motion to approve the meeting agenda. Motion carried unanimously.

**Approval of Minutes:**

Jim Honey motioned and Mitch Randles seconded the motion to approve the minutes of the November 9, 2006 meeting. Motion carried unanimously.

### **SEMA/Homeland Security Regionalization Program Update:**

Zada Farris, SEMA, reported that SEMA will be mailing out the grant application forms. When completing the forms, must include the equipment number from the approved equipment list. Also will need to explain how equipment to be purchased will enhance or work with the equipment that the jurisdiction/region already has.

### **Discussion on Adding Agriculture Representative to RHSOC:**

Chris Berndt reported on the Homeland Security Advisory Council meeting on December 6, 2006. He indicated that there was discussion on agricultural risk and how it affects the entire state. Region D has given this serious consideration. Discussion turned to adding an agricultural representative to the RHSOC as a voting member. A question was raised as to what type of agriculture are we talking about, crops and/or livestock? Berndt stated that the most immediate concern is livestock. David Hoover indicated that crops should also be considered since crop loss would result in long term economic loss.

Lynn Rowe stated that he sits on the Joint Terrorism Task Force for Western District Missouri and that some of the people on this committee have medical background. He recommended that an agriculture representative with medical background on the RHSOC would be beneficial. David Edwards added that the RHSOC currently has a good group of people that could make a recommendation for an agricultural representative. The Agricultural Risk Subcommittee meets on January 4, 2007 and this could be put on the agenda. Dr. Forgey indicated that a veterinarian could bring knowledge on crops as well as scientific knowledge on animals to the table.

J.R. Webb motioned and Douglas Domer seconded the motion to refer to the Agricultural Risk Subcommittee to make a recommendation on an agricultural representative to the RHSOC. Motion carried unanimously.

### **By-laws Amendments:**

Chris Berndt explained the proposed changes to the bylaws. A question was raised on the proposed change to Article 6-Sunshine Law Compliance. As written, the proposed change would require any request for information on the activities of the RHSOC from external organizations or individuals to be sent to the Homeland Security Advisory Council chair for action. Meeting agendas and minutes are already made available to the public, which would not be possible under the proposed change to the bylaws. It is presumed that the proposed change is intended for sensitive information, but as written applies to release of any information. Mr. Berndt recommended that the by-laws amendments be tabled until the next RHSOC meeting in order to get clarification from SEMA on the issue.

Jimmy Sebree motioned and Debi Meeds seconded the motion to table approval of the by-laws amendments until the RHSOC meeting in January.

### **E-Teams Expansion:**

Chris Berndt explained a web-based system for communications for emergency managers. This is an asset management system that would integrate with existing systems. It would help with personnel management and credentialing. The state wants everyone that has something to do with emergency response to be able to access and upload to a state database. Ryan Nicholls indicated that IBM is creating the software and just completed Phase 1. Phase 2 with infrastructure is just starting. System use will kick off at state level in mid July 2007. The state wants all state departments to have this in operation so that it will be bug free before distributing to the local level. Mr. Nicholls said it will probably be another year before it gets to the local level. The state wants an E-team contact for each region and will provide training.

Jimmy Sebree motioned and Debi Meeds seconded the motion that Ryan Nicholls serve as the E-Teams representative for Region D. Motion carried unanimously.

### **State-wide Elliott ID System Status:**

Chris Berndt reported that the state may purchase part of the Elliott system. Local information would be sent up to the state and state would create the ID badges and send back to the local level. State proposed 10-15% from the RHSOC budget for this. However, Mr. Berndt noted that Paul Fennewald advised him that it would be at least a year before the state would initiate this program.

David Hoover asked Phil Amtower about the need to print ID cards locally. Mr. Amtower indicated that there would still be a need to have equipment locally to print ID badges for new volunteers. The state would issue ID badges for fire fighters and other regular emergency services personnel.

Chris Berndt said the state could purchase higher end printers that can print hologram IDs that are more credible. He noted that the RHSOC wouldn't want to purchase something that won't be compatible with what the state eventually purchases, although it was an educated guess that the state would go with the Elliott System. David Hoover said there is medical ID system that does patient tracking, so there is the possibility that the state could select a different system. Angela Ford questioned whether it would be feasible for the state to print ID badges for locals. Zada Farris said locals should buy printers to deal with local incidents.

### **IMTs-Incident Management Team:**

Chris Berndt reported that the Incident Management Team was supposed to come in and assist in the event of a disaster. However, the IMTs went by the wayside because no one really knew that these groups existed. The state is now talking about having three teams, two funded by UASIs for urban areas (Kansas City and St.Louis), and one funded by SEMA and to be located in the center of the state. Region D would be in the Kansas City area. At this time only three state teams will be funded. Regions can have their own teams, but they would need to fund this through their regional grant allocations. Representatives from all disciplines should be on the IMT.

### **LETTP Grant Funds Status:**

Chris Berndt said three communications vehicles for the state are being purchased with LETTP (law enforcement training grants), but no one knows yet where the vehicles will be located. J.R. Webb stated that a vehicle would probably not be located in Region D.

### **Web-Based Interoperability Pilot Program:**

SEMA has asked if any of the RHSOCs are interested in participating in an interoperability pilot program that uses a web-based software tool for interoperability communications. The cost per county would be about \$100,000. J.R. Webb stated that the obstacle to using this system is that none of the allocated Statewide Mutual Aid channels (MTAC, VTAC, etc.) can be used for a fixed base station. These channels can only be used for portable or mobile communications systems. J.R. Webb and Chris Berndt suggested that the Interoperability Committee look at this for next year.

Jimmy Sebree motioned and J.R. Webb seconded the motion that the Interoperability Communications Subcommittee consider the web-based program for next year (2007). Motion carried unanimously.

### **Subcommittee Reports on Investment Justifications and Spending Proposals:**

Chris Berndt showed a spreadsheet on proposed expenditures from each of the four subcommittees. The proposed expenditures are \$249,078 over the region's grant allotment. He recommended that there not be an across the board percentage cut for each investment justification, but that each subcommittee report on where they think they could make cuts.

### ***Mass Care and Volunteers Subcommittees:***

David Hoover stated that the Volunteers and Mass Care subcommittees met together and thought that the two positions proposed from these groups could be a coordinator position and assistant position, working together. The costs for the two positions were evenly split between the two funding justification areas (\$53,125 per funding area).

### ***Agricultural Risk Subcommittee:***

David Edwards reported that the Agricultural Risk subcommittee recommends deleting the biosecurity trailer (\$35,000) and the veterinary corps (\$7,500). These would be deferred to the next year.

### ***Interoperability Communications Subcommittee:***

Mitch Randles reported that the cost of the communications vehicles could be reduced to \$450,000.

Discussion moved to the Volunteers and Donations Subcommittee proposal for the Elliott ID System and how could the costs be reduced. The original proposal was to purchase 16 systems, since Christian and Stone counties already have the system. To keep within budget, it was suggested that fewer systems be purchased this year, with the remainder purchased through next year's funds. Angela Ford inquired if the system

is transportable for the cost as proposed. Phil Amtower stated that the Christian County system includes a case that makes it transportable. Stone County doesn't have the full system—no case to transport the system around.

Phil Amtower is checking into a global license for southwest Missouri that could reduce costs. He further stated that if a county didn't want the case or had its own laptop, a lot of money could be saved. Discussion followed that counties that receive the Elliott System would agree to do the ID badges for those counties that don't receive the system this year. The Volunteer and Donations Subcommittee will do an assessment to determine who needs what equipment and who could share through mutual aid agreements. It was therefore proposed that \$100,000 be cut from the Elliott System budget and the balance of funds left over from the total grant allocation, \$1,738, be assigned to the biosecurity response and public awareness line item. The revised budget as proposed is shown below:

**Region D RHSOC Proposed Grant Expenditures (Justifications)**

<b>Agriculture Risk Mitigation</b>	Vet Assistance Team, training	\$5,000.00
	Vet Assistance Team, equipment	\$60,000.00
	Voluntary Veterinary Corps	\$0.00
	Bio security response and public awareness	\$1,171.23
	Producer Training	\$18,000.00
	Veterinary first responder equipment (vet kits)	\$80,000.00
	Coordinator position	\$90,000.00
	<b>Total Agriculture Risk Mitigation</b>	<b>\$254,171.23</b>
<b>Interoperability and Communication</b>	Two communication vehicles	\$450,000.00
	IMT training	\$50,000.00
	IMT materials and supplies	\$25,000.00
	Microwave link between Joplin and Springfield	\$200,000.00
	Region D Multi Agency Coordination Center	\$175,000.00
	<b>Total Interoperability</b>	<b>\$900,000.00</b>
<b>Mass Care</b>	Mass Care Coordinator	\$53,125.00
	CERT training materials	\$20,000.00
	<b>Total Mass Care</b>	<b>\$73,125.00</b>
<b>Volunteer and Donations</b>	Elliott ID systems	\$364,965.00
	Volunteer Coordinator	\$53,125.00
	<b>Total Volunteer and Donations</b>	<b>\$418,090.00</b>
<b>Total all justifications</b>		<b>\$1,645,386.23</b>
Total Budget	\$ 1,696,274.46 less 3% admin \$ 50,888.23	<b>\$1,645,386.23</b>

Jim Honey motioned and J.R. Webb seconded the motion to approve the grant expenditures budget as revised. Roll call vote was taken:

<u>RHSOC Member</u>	<u>Vote</u>	<u>RHSOC Member</u>	<u>Vote</u>
Chris Berndt, Emergency Management	<u>Aye</u>	David Edwards, Industry	<u>Aye</u>
Lynn Rowe, Police	<u>Aye</u>	Bill Deal, Utilities	<u>Aye</u>
Jimmy Sebree, Fire	<u>Aye</u>	David Hoover, EMS	<u>Aye</u>
Angela Ford, County Health	<u>Aye</u>	J.R. Webb, 911	<u>Aye</u>
Mitch Randles, HSRT	<u>Aye</u>	Debi Meeds, Volunteer Groups	<u>Aye</u>
David Brock, Public Works	<u>Aye</u>	Douglas Domer, Public Schools	<u>Aye</u>
Jim Honey, County Commissioner	<u>Aye</u>		

Motion carried unanimously.

**Communications and Public Information on RHSOC Activities:**

Diane May indicated that Southwest Missouri Council of Governments staff will work with the Harry Truman Coordinating Council and Kaysinger Basin Regional Planning Commission to increase local government and public awareness of the RHSOC's activities. Jim Honey indicated that he could disseminate information to the county commissioners and requested that information notices be brief and easily understandable.

**Missouri/New Madrid Earthquake Exercise:**

Chris Berndt asked if anyone from Southwest Missouri is participating in the Missouri/New Madrid Earthquake Exercise. Angela Ford said they haven't determined yet how each public health agency will participate in the exercise. This event will count as the state exercise for a federal grant that goes to State Department of Health. Just about every county in the state will need to participate in this event. The focus will be on the Strategic National Stockpile, with about 97% accounted for by medical equipment and supplies. Ryan Nicholls indicated 47 communities in Southwest Missouri will be involved in the full exercise. Other counties are encouraged to participate as a table top exercise. Mr. Berndt suggested that participation be an agenda item for the next SMESO meeting.

**Other Business:**

J.R. Webb serves on the State Interoperability Committee and he indicated that there is to be a RHSOC representative on this committee.

Jimmy Sebree motioned and Mitch Randles seconded the motion that J.R. Webb also serve as the Region D RHSOC representative on the State Interoperability Committee. Motion carried unanimously.

**Next Meeting Date:**

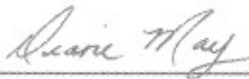
After discussion, the following meeting dates were set:

Thursday, January 18, 2007  
Wednesday, February 21, 2007  
Wednesday, March 28, 2007

**Adjourn:**

David Hoover motioned and Jimmy Sebree seconded the motion to adjourn the meeting.  
Motion carried unanimously.

Respectfully Submitted,



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Diane May, Executive Director  
Southwest Missouri Council of Governments

Approved:



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Chris Berndt, Chair  
Region D RHSOC

Jan. 31, 2007  
Date