Region D Homeland Security Oversight Committee
Meeting Minutes
March 2, 2011
9:00 A.M.
Monett Justice Center
1901 E Cleveland Ave, Monett, MO

Attendance:

RHSOC Members:	**Ex-Officio:**
Lynn Hollandworth, Emergency Management	John Bos, DHSS
Lane Roberts, Police	Wendell Hall, DNR
Travis Trent, Fire	Gary Clinton, MoDot7
Jeanne Millsap, County Health	Candy Adams, SEMA
Chris Berndt, HSRRS	
Bonda Rawlings, County Commission	**Guests/Visitors:**
Gary Lewis, Industry/LEPC	Julie Frank, American Red Cross
Bob Patterson, EMS (Adobe Connect)	Mike Penland, Greene Co. Sheriff
Bonnie Witt-Schulte, 911	David Compton, Barry Co OEM
Cheryl Mack, Schools	Greg Higdon, Springfield Police
	Chad Eutsler, Springfield Police
RHSOC Alternates:	Melissa Duckworth, Taney Co OEM
Bruce Bjorge, HSRRS	Dean Davis, Jasper Co. Sheriff
Ron Potter, Mayor	Steve Lisby, Branson Police
Nathan Bower, Industry/LEPC	Matt Stewart, Joplin Police
Dana Aumiller, EMS (Adobe Connect)	Blaine Kennard, Greene County Sheriff
Richard Roark, 911	
April Tarrant, 911	**Staff:**
Lisa McCarthy, Volunteer Groups	Holly Johnston, CERT Coordinator
Shawn Dilday, Schools	Amanda Marney, Agricultural Preparedness Specialist
Scott Blake, Schools	Carly Crocker, Mass Care Exercise Coordinator
Todd Schubert, Agriculture	Gloria Bottom, Harry S Truman Coordinating Council
	Dorothy Wittorff-Sandgren, SMCOG
	Stacey Macdonald, SMCOG

Open Meeting

Opening Comments/Pledge of Allegiance

Chris Berndt 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 Agenda

Bonnie Witt-Schulte moved and Lynn Hollandworth seconded the motion to approve the agenda for the March 2, 2011 Region D RHSOC quarterly meeting. Motion carried.

Approval of Minutes of January 19, 2011 Meeting

Jeanne Millsap noted a typo of an extra "a" in the first paragraph and that "Vhf" and "Uhf should be capitalized in the last paragraph in the Homeland Security Grants Update section on page 2 of the January 19, 2011 meeting minutes. She also suggested that the acronyms should be spelled out in the minutes for

those that don't know what they are like "DMACC" and "SMESO" under the Exercise Report on page 5. Chris Berndt agreed that acronyms should be spelled out on future minutes. Jeanne Millsap moved and Bonnie Witt-Schulte seconded the motion to approve the minutes of the January 19, 2011 meeting with the corrections so noted. Motion carried.

NEW Business

FY2009 HS Grant Program Procurement Updates – Dorothy Wittorff-Sandgren

Dorothy Wittorff-Sandgren gave an update on the FY2009 Homeland Security grant procurement. The Repeater Trailer for Barton County, the last large item to be purchased has been ordered. It was almost $1,000 less then what was allocated. We cannot reallocate yet since we don't know what will be available until the end of June. Funds still need to go towards open projects like CERT and full time positions.

Mrs. Sandgren informed the RHSOC that once the Regional Communications Planning & Exercise Specialist started working, Greene County realized that due to unforeseen issues, the budget line items needed to be moved around. The overall goal was still the same. The Interoperable Communications Subcommittee agreed that the changes were necessary and was asking the RHSOC to approve the budget change. Carly Crocker, the RCP&E Specialist explained the reason for the changes. She said that when the budget was set up, $42,000 was for the planning project and $40,000 would go towards the deployment exercises. The subcommittee realized that several deployments were not feasible since they had to follow the Homeland Security Exercise and Evaluation Program (HSEEP) regulations and decided to only focus on one large interoperable communications exercise after the regional plan was written. After reviewing what would be required to fulfill this project, Ms. Crocker submitted an updated budget as follows:

• Salary	$42,000
• Equipment	$2,175
• Supplies	$8,470
• Travel	$5,000
• Education	$370
Total	$58,015

The remaining $23,985 would still be available for any deployment exercises, and if not used, would go back to reallocation. Bonnie Witt-Schulte said that the subcommittee felt it will be a stronger exercise with same or less funding. Bonnie Witt Schulte moved to revise the budget and any money that doesn't get spent will go back for reallocation after the June 30, 2011 deadline. Cheryl Mack seconded. Motion carried.

FY2010 HS Grant Application Update – Dorothy Wittorff-Sandgren

Mrs. Sandgren said that everything was turned in on time for the FY2010 Grant Program. The Office of Homeland Security (OHS) is reviewing all the proposals at this time. Mrs. Sandgren was informed that all the projects must be approved before we can spend the money. She is hoping the money is ready by the April (Homeland Security Advisory Council) HSAC meeting.

FY2011 HS Grant Application Update – Chris Berndt

Chris Berndt stated that OHS wants to speed things up. Originally, guidelines were to be available by April 30, but that was uncertain now due to the lack of a Federal budget. OHS still wants RHSOC approved projects to be turned in to them by the end of June. Mr. Berndt said that the subcommittees need to get proposals ready for FY2011 budget. He realizes how hard that will be since we don't even know what money will be left over for reallocation. Mr. Berndt thinks we will hear more about this from the State at

the April HSAC meeting. It is an ambitious timeline to get everything done.

Presentations of Proposals for Reallocation of Unspent FY06 and FY07 funds – Chris Berndt
Chris Berndt explained that the unspent FY06 and FY07 funds came from St.Louis HSRRS and State training money that didn't get used. This money must be completing spent by June 15, 2011. That includes the bid, ordered, received, invoiced and paid. He asked that the RHSOC keep this in mind with their voting.

Mr. Berndt explained the voting procedures and clarified some of the proposals as the score sheets were handed out to rank the project.

Mass Care & Citizen Protection/Volunteer & Donations
Lisa McCarthy presented the proposals.

Drink Cambros & Liners - $3,750

American Red Cross wants to purchase one Drink Cambro for all of the counties in Region D and two in Springfield. They will be positioned on the cot trailers that are already located in each of the counties. This will aid Red Cross in trying to keep up when they have an emergency. A Drink Combo is an insulated drink dispenser. Having them on hand will aid in hydrating clients in shelters and provide alternate types of drink. They are also a more environmentally friendly and less costly.

Additional funds for Greene County CERT - $844

Greene County wants additional funds to purchase four 500w outdoor work lights, 16 controller/evaluator vests and 16 controller/evaluator hard hats. This is for the training exercises that will allow the CERT program to grow so that more citizens are prepared to help their families, neighbors, and communities during times of disaster.

Portable Emergency Generator - $30,000

The City of Forsyth is requesting funding for a 38 kW Portable Emergency Generator at $27,500, including a trailer for $2,000 and a power cable is $500. Most of their shelters don't have emergency backup power. This generator will be shared across the region as needed. Forsyth has agreed to maintain it and it will be housed indoors.

CERT Trailer - $5,000

McDonald County is on the very southwest corner of Region D and the State. As a result, sometimes it takes longer for resources to reach it. As a result, the county is starting a strong CERT program and needs the trailer to carry training equipment and supplies to the local towns to train volunteers. It will also be a place to store this equipment and supplies when needed during a disaster.

Sustain CBRNE Detection & Response Capabilities Proposals
Bruce Bjorge presented the proposals.

Replace Decon Cab/Chassis - $45,000

The Taney County/Branson HSRRS team wants to replace the cab and chassis of its Decon truck. The current vehicle was purchased in 2003 with HSRRS. This particular vehicle model has been known to have maintenance issues. The warranty has run out and the City of Branson has been paying for the continued maintenance. It is very unreliable and may not make it to its destination. The cab and chassis would be traded in and the money would go towards the purchase of the new vehicle. The truck also needs the ability to carry weight and the proposal for the new cab and chassis and the

upgrade would provide more flexibility. It is used for the whole region and is based in Taney County.

Tactical Packs - $24,000

When the Greene County HSRRS team did their 2009 capability review and audit, they identified that their tactical medics did not have the ability to provide for respiratory protection and could not participate in the tactical medic capacity. The team is requesting the purchase of four tactical packs so that there will be some depth in the program. They consist of self-contained breathing apparatuses. The packs would last for a possible 20 years.

Avon Gas Masks - $8,460 (Basic), $13,800 (w/voice amplification)

Blaine Kennard gave the presentation for the gas masks. He stated that the SWAT team started in 2009. The Gas masks that were previously purchased were used in training, and they discovered that the masks would be broken if there was any bumping. The new mask would have a much better seal. The officers also can't wear helmets with the previous masks. The SWAT team responds for the whole region and this equipment limits the work that they can do.

Lt. Kennard presented two options for the mask proposal. The first option would be a basic mask. It would be simple and but the officers would not have the ability to hear other voices. The second option would have voice activators through a radio system. There has been extensive research on both masks. There can be fitting for the masks on each individual. AVON is the most popular gas mask.

Chris Berndt asked that the RHSOC score for both options of masks. Voice amplification can be added to masks down the road if basic mask is bought.

Strengthening Interoperable Communications Capabilities Proposals

Ron Potter presented the proposal.

Regional Command Vehicle Upgrade - $6,000

The Greene County Sheriff wants to upgrade the Region D Command Vehicle. They would like to install a screen and workstation to the outside of the vehicle. This would provide personnel briefings to more people as trying to fit them all into the vehicle is not logistically possible.

Proposals were scored in the following order (600 points possible):

Project Name	Amount	Points Scored	Remaining Funds
Amount of Award			88,000.00
Replace Decon Cab/Chassis	$45,000.00	524	43,000.00
Avon Gas Masks Part II	$13,800.00	517	29,200.00
Portable Emergency Generator	$30,000.00	463	(800.00)
Regional Command Vehicle Upgrade	$ 6,000.00	437	(6,800.00)
Tactical Packs	$24,000.00	427	(30,800.00)
CERT Trailer	$ 5,000.00	384	(35,800.00)
Drink Combos & Liners	$ 3,750.00	379	(39,550.00)
Vests, Hard Hats, Lights	$ 844.00	330	(40,394.00)
Avon Gas Masks	$ 8,460.00	0	(48,854.00)

Ron Potter, Mayor of the City of Forsyth, said that they could match the $800 difference to zero it out.

Approval of Reallocation of Unspent FY06 and FY07 Funds

Lynn Hollandworth moved and Lisa McCarthy seconded the motion to accept the top three proposals as scored for FY06 and FY07 funding reallocation. After discussion, motion carried by roll-call vote.

RHSOC Member	Vote	RHSOC Member	Vote
Lynn Hollandworth	Yes	Bonda Rawlings	Yes
Lane Roberts	Yes	Gary Lewis	Yes
Travis Trent	Yes	Bonnie Witt-Schulte	Yes
Jeanne Millsap	Yes	Lisa McCarthy	Yes
Chris Berndt	Yes	Cheryl Mack	Yes
Ron Potter	Yes	Todd Schubert	Yes

Other Business/Open Discussion

It was asked if the trailers had arrived since on the FY2008 Procurement Update section on the previous minutes said they had not yet come in. Dorothy Wittorff-Sandgren said that they had indeed come in and the grant funding is closed. Also from the minutes, it was asked if Greg Gaines had completed his quarterly report. Mrs. Sandgren said that as soon as she received it from him, she would forward it to the RHSOC. Carly Crocker's after action report was also completed.

It was asked that the project title be pre-printed on future score sheets to avoid miscommunication and that the RHSOC have more time to fill out their sheets.

Holly Johnston asked the RHSOC to clarify what they would like to see on the reports from the county CERT trainers. The RHSOC said that they would like to see how many classes have been held and what has been spent. Larry Martin suggested that a spreadsheet could be made to include all information for the individual counties.

There was a request that there be more training for those filling out the Homeland Security Grant Appplications. Mrs. Sandgren said that OHS is aware of that and is planning on it. Some projects may have not been submitted because the jurisdiction didn't understand or misunderstood. It was suggested that possibly OHS could produce a video format for training to help those who can't make the actual training. They could put it on the web so anyone can access it at any time.

Announcements:

The Beef Tabletop Exercise will be held on March 31 at the MU Southwest Center in Mt. Vernon. An invitation will be re-sent and anyone interested in attending can RSVP online.

There will be a Missouri Statewide Communications Assistance Program (MoSCAP) meeting on March 8 to address the money that was set aside (10%) by the RHSOC. It will be at the Springfield Archives Building from 9:00 to 11:00.

Dorothy Wittorff-Sandgren will have a conference call with Homeland Security today at 1:00 p.m. with OHS. They will be discussing additional information that is required for reimbursement, such as sign in sheets for all meetings and classes and pre-approval from OHS to attend conferences.

There is a Tornado drill on Tuesday, March 8.

On April 28 is the Great Central U.S. Shakeout.

Next Meeting Date
Next meeting scheduled for April 20, 2011 at the Monett Justice Center at 9:00 a.m.

Adjourn
Lisa McCarthy moved and Todd Schubert seconded motion to adjourn. Motion carried. Meeting adjourned at 11:00 a.m.

Chris Berndt, Region D RHSOC Chair

4/20/11
Date Approved