Region D Homeland Security Oversight Committee
Meeting Minutes
June 15, 2011
9:00 A.M.
Monett Justice Center
1901 E Cleveland Ave, Monett, MO

Attendance:

RHSOC Members:	**Guests/Visitors:**
Lynn Hollandworth, Emergency Management	Robert Dickson, Polk Co. EMA
Ron Hartman, Police	Melissa Duckworth, Taney County OEM
Travis Trent, Fire	Greg Higdon, Springfield Police
Jaci McReynolds, County Health	Chet Hunter, Lawrence Co. EMD
Chris Berndt, HSRRS	Bob Kitsmiller, Dade County EMD
Larry Martin, Public Works	Rick Lewis, Polk Co. EMA
Ron Potter, Mayor	Steve Lisby, Branson Police
Gary Lewis, Industry/LEPC	Ryan Nicholls, Springfield/Greene Co. OEM
Kavan Stull, Utilities	Bill Sexton, Webster Co. EMD
Bob Patterson, EMS	JR Webb, Springfield/Greene Co. 911
Bonnie Witt-Schulte, 911	Michael White, Redings Mill FD
Lisa McCarthy, Volunteer Groups	Andy Woody, Springfield FD
Todd Schubert, Agriculture	Joni Botkins, OHS (Adobe Connect)
Ex-Officio:	Bruce Clemonds, OHS (Adobe Connect)
Larry Forgey, MDA	Matt Stewart, Joplin Police (Adobe Connect)
Diane May, SMCOG	Tom Martin, Stone County OEM (Video Conferencing)
RHSOC Alternates:	**Staff:**
David Pennington, Fire	Holly Johnston, CERT Coordinator
David Hall, Fire	Amanda Marney, Rural Preparedness Specialist
David Edwards, Industry/LEPC	Carly Crocker, Comm Planning & Exercise Specialist
Guests/Visitors:	Gloria Bottom, Harry S Truman Coordinating Council
Phil Amtower, Christian Co. EMA	Tom Hutchings, Kaysinger Basin Regl Planning Commission
Linda Barger, Christian Co. EMA	Dorothy Wittorff-Sandgren, SMCOG
Ed Browning, MU Extension	Dave Faucett, SMCOG

Open Meeting
Chris Berndt opened the meeting at 9:10 a.m., followed by the Pledge of Allegiance.

Roll Call/Introductions
Roll call was taken and self-introductions were made.

Approval of Agenda
Chris Berndt added discussing reallocation procedures under Agenda Item #1 and talking about voting and how and when to fill out the voting forms under Agenda Item #4. Ron Potter moved and Lisa McCarthy seconded the motion to approve the June 15, 2011 Agenda as amended. Motion carried.

Approval of Minutes of May 13, 2011 Meeting
Larry Martin moved and Lynn Hollandworth seconded the motion to approve the minutes of the May 13, 2011 meeting. Motion carried.

New Business

FY09 and FY10 Grant Program Procurement Updates – Dorothy Wittorff-Sandgren
Mrs. Wittorff-Sandgren stated that the FY08 Reallocation proposals were submitted to the Office of Homeland Security (OHS), and she heard back from them the day before. They requested that some changes be made to some of the forms and they are now reviewing the projects.

Only a few CERT items have come in on the FY09 grant and she still has to order the plotter for IST. The only purchases made so far for FY10 are the ham radios and an emergency procurement to upgrade the generator trailer in order to get it to Joplin. CERT blanket orders have also been completed as well as the bid preparations for the positions.

Chris Berndt reminded everyone that the RHSOC had previously decided that when reallocation funds became available, the next project on the scoring list was to be funded. Mr. Berndt has been approached with the question as to whether this policy should be continued or changed due to the significant changes in the Homeland Security Grant Program and reduction of grant funds. The FY08 grant funds are completely allocated. FY09 is almost finished and there will be funds for reallocation. There may be FY10 grant funds that will be available for reallocation, but we are not yet at that point. Lynn Hollandworth suggested that due to the reduction in funding, perhaps the RHSOC should look closely at priorities to finish projects already partially completed. Discussion ensued with several members stating agreement with this. Ron Potter also suggested that after what happened in Joplin, priorities should be reevaluated.

Lisa McCarthy moved and Lynn Hollandworth seconded the motioned that from now on, reallocation of funds will require review of all requests to determine funding instead of just funding the next item on the list. It was noted that this will take more time to accomplish, which everyone understood. Motion carried.

HS RRS Grant Update - Chris Berndt
Chris Berndt explained that $150,000 was set aside for the Region D Homeland Security Regional Response System teams (HS RRS) by OHS. The projects were submitted to OHS for approval, and after review, OHS felt that some of them were not eligible under the HS RRS grant. The BearCat is considered a regional asset, not just for HS RRS, and OHS said the funds set aside for it should be transferred to the RHSOC FY10 grant. In addition, internet and satellite services that were requested would fit better under RHSOC funding Interoperable Communications Investment Justification (IJ) and should also be transferred. Mr. Berndt said that he was requesting that the RHSOC approve this transfer of funds from the HS RRS FY10 grant to the RHSOC FY10 grant. $30,000 was the amount dedicated to the BearCat and $1500 for the satellite service. Ron Potter moved that the funds be transferred from the HS RRS FY10 grant to the RHSOC FY10 grant. It was brought up that the money for the BearCat was contingent upon other funding to be approved for it as well. Mr. Berndt said that was true, and if the BearCat didn't get funded, then that money needed to go back to the HS RRS for reallocation. Mr. Potter amended his motion that the $30,000, dependent upon the approval of the BearCat, as well as unconditionally the $1500 for the internet and satellite services be transferred to the RHSOC FY10. Lynn Hollandworth seconded. Roll call vote taken as recorded below and motion carried unanimously:

RHSOC Member	Vote	RHSOC Member	Vote
Lynn Hollandworth	Yes	Ron Potter	Yes
Ron Hartman	Yes	Gary Lewis	Yes
Travis Trent	Yes	Kavan Stull	Yes
Jaci McReynolds	Yes	Bob Patterson	Yes
Chris Berndt	Yes	Bonnie Witt	Yes
Larry Martin	Yes	Lisa McCarthy	Yes
		Todd Schubert	Yes

FY11 Homeland Security Grants Update

Chris Berndt asked Bruce Clemonds, OHS, to bring everyone up to date on FY2011 funds. The FY2011 grant funds allocated to Missouri have been cut by over 50% from the FY2010 allocation. Also, the Kansas City Urban Area Security Initiative (UASI) was not funded separately, so Kansas City has been put into the rural funds pool as approved by the RHSOC chairs and the Homeland Security Advisory Council (HSAC). A weighted formula was used for distribution of funds to the now 10 regions. In addition, OHS lost money to the Department of Revenue for the Drivers' License Security Program. The interoperable communications program was also discontinued, so some money went into it from each of the RHSOCs and local law enforcement funding.

Mr. Clemonds also reported that because of the shortage in funds and several successful initiatives around the State, the State was looking at having statewide planners in agriculture and other initiatives. These individuals will be there to interact with the regions. The regions could still fund their own planners if they wish. In total, funding for four positions at the state level will come from the Homeland Security Regional grant, rather than from other sources as in the past. The positions include Agriculture, Mutual Aid, and two positions in Emergency Human Services (sheltering, mass care). Mr. Berndt said that the reasoning behind agreeing to this was because some of the regions didn't even get enough money to be able to fund one planner. In this way, all regions will have access to planning.

Chris Berndt asked Mr. Clemonds about funds set aside for Interoperable Communications Sustainment. Mr. Clemonds said that the RHSOC chairs and HSAC approved that each region set aside $10,000 from the FY2011 grant for sustainment. More can be set aside, but $10,000 is the minimum set aside for interoperability sustainment.

Mr. Clemonds indicated that FY2012 funds will likely also be significantly cut and they may lose the St. Louis UASI. Chris Berndt reiterated what Mr. Clemonds had reported. David Hall said that the cuts are coming from the federal level. He suggested that those concerned should talk to their federal legislators about the level of cuts to the program. Mr. Berndt said that was a good point.

Presentations of Proposals for 2011 Homeland Security Grant Funding – Chris Berndt

Discussion ensued on how to fill out score sheets for the FY2011 funding proposals. Mr. Berndt noted that all proposed projects meet federal guidelines or they would not be here for consideration. He said that an important consideration should be to determine the extent to which a project benefits the entire region. Answers to this question should not be just yes or no, but a scale rating. On the evaluation of a project's technical/managerial capacity, vote in only one category. For example, the managerial capacity category is for staff positions so the vote or rank for the technical category would be zero. Mr. Berndt also said that the RHSOC members could start filling out the score sheets as proposals are presented, but they may want to wait to make any changes until all are presented.

The proposals were presented in order of priority by each subcommittee:

CBRNE

1. **BearCat, $150,000. Greg Higdon, Springfield Police Department.**
   The BearCat is a properly hardened (armored) special-purpose vehicle which provides protection during WMD/CBRNE related incidents. It also provides personnel substantial ballistic protection from high powered rifles and IEDs. Without this vehicle, the Region D HSRRS wouldn't be as effective in responding to a WMD/CBRNE related incident and most likely any tactical situation requiring a true hardened special-purpose vehicle. The Springfield Police Department will house and maintain it. Lt. Higdon noted that the only armored vehicle in Region D is not CBRNE compatible. This would be a purchase that would sustain regional needs for the next 20-25 years. The Missouri State Highway Patrol (MSHP) has used their BearCat 156 times in last five years; Region D HS RRS Law Enforcement would have used it 420 times. This has been the top request from HSRRS for the past two years and is the highest priority request by the CBRNE subcommittee.

   Lynn Hollandworth asked about the environmental control system. This project would be phased, using reallocated FY09 and FY10 funds. The Springfield Police Department will contribute $50,000 and $30,000 will be reallocated from HSRRS. The request for FY2011 funds for the project is $150,000.

   Jaci McReynolds asked how response categories are broken out. The Springfield Police Department hasn't been called out on a CBRNE call, but could do so with the BearCat. Lt. Higdon indicated that there are no used vehicles available for this purpose. If the BearCat was being used on a high risk warrant and a call was received for an incident, they would go to the incident. Springfield does routine testing and maintenance. A question was asked about how the rural counties would be informed of the BearCat's capacity. Lt. Higdon responded that they are considering holding quarterly meetings with all regional SWAT commanders so everyone is aware of regional capabilities. There is also mutual aid in the region.

2. **Agricultural Preparedness Project, $100,000. Ed Browning, University of Missouri Extension.**
   This proposal is for the agricultural preparedness specialist position and related expenses. Under this position a Region D Agriculture plan has been written and several of the Ag Annexes in the county plans have been updated. Two tabletop exercises, one for poultry and one for beef, were held, which helped exercise and revise the Region D plan. Workshops have been held for producers. The position also worked with children to educate them about food safety and biohazards. Mr. Browning noted that Missouri is 2nd in terms of number of cattle farming operation and 2nd in number of feed cows in the nation. Region D has 25% of beef cows and 1/3 of dairy cows, with a value of all cattle and cows equal to 25% of the state's stock value. The region is also a major producer of crops and Barry, McDonald and Newton counties are major poultry produces.

   This project will continue to update County Agriculture Annexes and would like to create a template for crops. There will also be hands-on practical trainings to help emergency management/response personnel utilize the portable corrals and the portable panel systems.

3. **Structural Collapse Proposal. David Hall, Springfield Fire Dept.**

Type III Training	**$137,525**
Type I Training	**$ 84,700**
Type IV Training & Equipment	**$ 63,000**
Type I Equipment	**$ 26,000**

These proposals are a continuation of projects that have been previously funded. The first two proposals are for training, the third is for both training and equipment, and the fourth proposal is for equipment only. Type I is the highest level of training, followed by Type III with Type IV being the lowest level. Type IV does search and rescues, Type III includes wood-frame structural collapses such as houses and Type I involves heavier structures like steel types. Type III teams have not done any training yet, but they have received their equipment. With these projects, Type I teams will be 80% complete, Type III will be 85% complete, and Type IV will be 100% complete. In the end there will be three Type I teams, 11 Type III teams, and 12 Type IV teams.

A question was raised as to how training will be sustained in the future. The training will be "train the trainers" to sustain the program in the future. In response to a question on why wasn't training included in the FY2008 funding request approved for equipment, Chief Hall indicated that there wasn't sufficient time to do the training before the deadline for expenditure of the FY2008 reallocated funds.

Interoperable Communications

1. **WebEOC Sustainment, $15,900. Ryan Nicholls, Greene County Office of Emergency Management.**
Ryan Nicholls presented the proposal, stating that the WebEOC will be in need of maintenance and technical support. It is a disaster emergency management program that was purchased with previous homeland security funding for the Region D Multi-Agency Coordination Center (DMACC). All 18 counties in Region D have had training on the WebEOC and have access to it. There is an unlimited number of licenses for it. There is a mapping component and resources for management and ordering technical resources. Every county has a status board as well as the region so that everyone can see what is going on within the region. The request is solely for software update and licensing.

Larry Martin asked what is Greene County's plan if there is no more money. Will they be able to pay for updates and upgrades for the system. Mr. Nicholls responded that there are would updates or upgrades. There is a proposal to all the emergency management directors in the region through the Southwest Missouri Emergency Management Organization (SMESO) to have all the counties pitch in to sustain it. But it is only in the proposal stage right now. Ron Potter asked if the system will still be usable without updates, which it would be. When asked if the WebEOC can be sustained, Mr. Nicholls stated that Greene County is committed to maintaining technical and training support.

2. **Incident Support Team. Michael White, Redings Mill Fire Department.**

IST Training	**$49,505**
IST radios	**$21,960**

Michael White presented an overview of the functions of the IST in providing support and services for entities requesting assistance in management of an incident. The IST has been funded in previous grant years, and this request is to continue to pay for two position specific training courses locally and travel to additional position specific courses and training conferences. They are hoping to have about 40 people on the team by the end of the year. The second IST funding request is for six 800 mhz hand

held radios in critical need for communications in areas without 800 MHz systems. This request is in response to needs identified during the Joplin response.

Larry Martin asked about training classes for teams outside the region, if they are charged. Chief White said that they have offered any open seats to the outside areas free of charge which is reciprocated by the other teams. Lynn Hollandworth asked about blending the radios between Springfield and Joplin areas. Chief White said that they would be split between the areas. In response to a comment that the price seemed a little high, it was noted that the radios are for top tier communications capability.

3. **Communication Vehicles Sustainment, $19,500. Ryan Nicholls.**
Mr. Nicholls explained that this project is for the sustainment for the technology components equipped in the communication vehicles only. This includes the two Regional Communications Vehicles in Greene and Jasper Counties, the Command Bus in Greene County, and the HazMat vehicle in Taney County. This pays for the continuation of the satellite and internet services for communications in vehicles.

Lynn Hollandworth asked about short comings of these vehicles during the Joplin tornado response. Mr. Nicholls indicated that this occurred only briefly during poor weather. Larry Martin questioned how these vehicles will be sustained when there is no more grant funding available. Mr. Nichols responded that if all 18 counties divided up the costs through SMESO, they should be able to cover future sustainment.

4. **Video Conferencing Sustainment, $22,871. Ryan Nicholls.**
This project will provide for manufacturer upgrades for components of the video conferencing equipment. The video conferencing system is a regional communications tool that was originally purchased by the Region D RHSOC to support regional homeland security planning collaboration through direct face to face communications and response coordination. The Region D RHSOC has purchased video conference equipment for all of Region D. The tool was last used during the National Level Exercise 2011. The Video Conference system met all expectations.

The Video Conference system is supported by program specific hardware and software, including a 40 port bridge which allows multiple users to come together. Hardware replacement, software updates and technical support is necessary to keep it performing at optimal level. The purpose of this request is to provide sustainment funds for hardware replacement if necessary, software updates for optimal performance, and technical support. Lynn Hollandworth asked if it was in place in all 18 counties. Mr. Nicholls responded that all counties that have the capability to use it have received it.

5. **Region D EOP Planner, $51,520. Ryan Nicholls.**
Dorothy Wittorff-Sandgren explained that this was not just for Interoperable Communications. OHS has created a new IJ for this purpose called Regional Collaboration and Planning. Since there is no subcommittee for this and Larry Woods started this project idea, Interop is presenting it. Mr. Nicholls gave a brief background on the Region D Disaster Plan. Region D adopted the Region D Disaster Plan about three years ago. This plan is comprised of a basic plan, several sections made up of the regional components around at that time, and a Regional Mutual Aid Agreement. This project is for a staff position to support the Region D Strategic Plan and Mutual Aid Agreement. The goal for the planner is to build on that plan and add to the mutual aid agreements.

Questions and responses included: (1) Is this a temporary position? Yes; (2) Can the project be completed within one year? Yes; (3) Is this a continuation of the Mass Care Coordinator position? No, this is a new position.

6. **Barton County Repeater Trailer Upgrade Proposal**
   Ms. Wittorff-Sandgren indicated that the paperwork for this proposal has not yet been completed and no one was in attendance to present the proposal. Proposal was passed over.

Regional Preparedness

1. **CERT. Jaci McReynolds, Webster County Health Dept. and Phil Amtower, Christian County OEM**

Webster County CERT	**$10,000**
Polk County CERT	**$16,320**
Christian County CERT	**$30,000**
Greene County CERT	**$23,880**

This funding would allow the four counties to continue their CERT programs. The CERT teams have been very active in the past year. But due to less funding, the CERT requests have been scaled down significantly to ensure that all teams get what they need. CERT also needs to be a regional program and share resources and equipment between different counties. The different county CERT programs have been working to partner more often with neighboring CERT programs in an effort to make itself more of a regional asset. They have invited each other to training and exercises so that they could learn to work together. These funds would allow the counties to continue the offering of initial CERT training courses for private citizens and organizations throughout the year to enhance the level of citizen preparedness and provide ongoing training and exercises for currently rostered CERT members in order to maintain core preparedness competencies.

Larry Martin asked that if a single county CERT team could be evaluated as a regional program. Chris Berndt said the CERT teams do go outside their counties but they are viewed as a single county project. Lisa McCarthy confirmed that at this point it is individual, but in the near future they are anticipating a regional approach. CERT team responses and coordination in the Joplin disaster will facilitate this approach. Jaci McReynolds stated that CERT should be more of a regional asset, which is where the program is going. CERT teams already respond outside of the county lines. Phil Amtower added that Region D has had 28 natural disaster declarations since 1993. He said Christian County will share training staff and will take training classes anywhere in region.

A question was asked about liability of CERT people sent to other areas. Christian and Webster counties are covering liability under their workmen's compensation programs. Since the regional CERT coordinator position is ending, the remaining active counties will cover the region. The reason that the counties have separate proposals is due to differences in supply needs and part time trainers.

Voting and Meeting Break

The meeting reconvened and Ms. Wittorff-Sandgren presented the voting results (out of 650):

Project Name	Budget	Funds	Score
Approximate Amount of Award		307,105.17	
2% Sustainment Contingency Fund	$6,142.10	300,963.07	
I/O Communications Sustainment set aside by HSAC	$10,000.00	290,963.07	
Comm Vehicles Sustainment	$19,500.00	271,463.07	520
IST Training	$49,505.00	221,958.07	514
WebEOC Sustainment	$15,900.00	206,058.07	484
BearCat-CBRNE	$150,000.00	56,058.07	480
Search & Rescue Type III, Phase I Training	$137,525.00	(81,466.93)	472
Search & Rescue Type IV, Phase II Equip & Trng	$63,000.00	(144,466.93)	451
Search & Rescue Type I Equipment	$26,200.00	(170,666.93)	448
Webster County CERT	$10,000.00	(180,666.93)	437
Video Conferencing Sustainment	$22,871.00	(203,537.93)	433
Search & Rescue Type I, Phase II Training	$84,700.00	(288,237.93)	432
Agriculture Preparedness Project	$100,000.00	(388,237.93)	431
Polk County CERT	$16,320.00	(472,937.93)	416
Greene County CERT	$23,880.00	(502,937.93)	407
IST Radios (800 system)	$21,960.00	(524,897.93)	406
Christian County CERT	$30,000.00	(554,897.93)	402
Region D EOP Planner	$51,520.00	(606,417.93)	397
Repeater Trailer Upgrade	$29,000.00	(635,417.93)	0
Total	$868,023.10		

Ron Potter moved and Lynn Hollandworth seconded the motion that Communications Vehicles Sustainment, IST Training, Web EOC Sustainment, and the BearCat be funded fully, with any remaining funds to go toward Search and Rescue Type III.

Roll call vote was taken as shown below and motion passed unanimously.

RHSOC Member	Vote	RHSOC Member	Vote
Lynn Hollandworth	Yes	Gary Lewis	Yes
Ron Hartman	Yes	Kavan Stull	Yes
Travis Trent	Yes	Bob Patterson	Yes
Jaci McReynolds	Yes	Bonnie Witt-Schulte	Yes
Chris Berndt	Yes	Lisa McCarthy	Yes
Larry Martin	Yes	Todd Schubert	Yes
Ron Potter	Yes		

Missouri Broadband Now Surveys – Dave Faucett

Dave Faucett presented on the MoBroadbandNow project and requested assistance from those present to spread the word to their groups to complete the public safety discipline online survey for public safety.

School Safety Conference Scholarship
Dorothy Wittorff-Sandgren said that she only received one written request for the scholarship to the Missouri Safe Schools & Colleges Conference. This was from Cpl. Matt Smith, the D.A.R.E. Instructor from the Jasper County Sheriff's Office. Lynn Hollandworth moved and Lisa McCarthy seconded the motion to send Matt Smith to the conference. Motion carried.

Other Business/Open Discussion
No other business was brought up.

Next meeting is the quarterly meeting on July 20, 2011, with meeting location to be determined.

Adjourn Meeting
Larry Martin moved and Travis Trent seconded the motion to adjourn the meeting. Motion carried. Meeting adjourned at 1:35 p.m.

Chris Berndt

Chris Berndt, Region D RHSOC Chair

7/20/11

Date Approved