



**Region D Homeland Security Oversight Committee
Meeting Minutes
February 13, 2008
9:00 A.M.**

**University of Missouri – Columbia Southwest Center
14548 Highway H
Mt. Vernon, MO**

Attendance:

RHSOC Members/Alternates:

Tom Martin, Emergency Management
Jeff Merriman, Sheriff
Andy Nimmo, Fire
Kathleen King, County Health
Mitch Randles, HSRT
Lisa Cardone, Industry/LEPC
Tim McCracken, Utilities
Kevin Tweedy, EMS
Kent Vanderpool, 911
Rick Lewis, Volunteer Groups
Michael Pfander, Agriculture
Lynn Rowe, Police
Jonathan Gano, Public Works
Douglas Domer, Schools

Ex-Officio:

John Box, DHSS
Larry Forgey, MDA
Capt. Gary Haupt, MSWP
Candy Adams, SEMA
Diane May, SMCOG

RHSOC Alternates:

Gary Lewis, Industry/LEPC
Bonnie Witt-Schulte, 911
Kavan Stull, Utilities

Guests/Visitors:

Joe Bright, Dallas Co. 911
Richard Roark, Polk Co. 911
Rich Nordell, Jasper Co. 911
Kima Montgomery, Jasper Co. 911
Karen Brown, Monett 911
Tim Schroeder, Monett PD
Jim McMangile, Polk Co. EMA
Ryan Nicholls, Springfield-Greene Co. OEM
Lynn Hollandworth, Republic OEM
Bob Kitsmiller, Dade Co. EMD
Michael White, Redings Mill FPD
Larry Woods, Springfield-Greene Co. OEM
Julie Frank, Lawrence Co. 911
David Compton, Barry Co. OEM
Randall Willoughby, MDNR
Chris Berndt, Taney Co. EMD
Melissa Duckworth, Taney Co. OEM
David Hoover, Hospital Emer. Planning
JR Webb, Springfield-Greene Co. 911
Debi Meeds, Red Cross

Staff:

Dorothy Wittorff-Sandgren, SMCOG
Stephanie Campbell, HSTCC
BJ Straw, KBRPC
Holly Johnston, Mass Care/Volunteers Asst.
Amanda Marney, Agricultural Prep. Spec.

Open Meeting

Tom Martin opened the meeting at 9:00 a.m. Self introductions were made.

Approval of February 13, 2008 Meeting Agenda

Rick Lewis motioned and Douglas Domer seconded the motion to approve the revised agenda for the February 13, 2008 meeting. Motion carried.

Approval of January 16, 2008 Meeting Minutes

Jeff Merriman motioned and Tim McCracken seconded the motion to approve the corrected minutes of the January 16, 2008 meeting. Motion carried.

Status Report on 2006 Grant Program Procurement

Dorothy Wittorff-Sandgren reported on the 2006 grant program procurements which were summarized in a handout distributed at the meeting. She noted that after reserving funds for procurements still to be completed, there is approximately \$378,000 in 2006 grant funds that can be reallocated. Michael White remarked that the handout showed \$20,000 allocated for IST training when it should be \$12,000. This increased the amount of 2006 funds available for reallocation to approximately \$386,000.

Subcommittee Reports on 2006 Reallocation Requests

Agricultural Risk Mitigation. Mike Pfander presented the 2006 funding reallocation proposal from the Agricultural Risk Mitigation Subcommittee. The subcommittee requests \$21,000 to be reallocated, including \$5,000 for expenses for the agricultural preparedness specialist and \$16,000 for purchase of two portable corrals. Dr. Pfander handed out an information sheet on the corrals and noted the priorities for use of the corrals. The corrals would allow livestock to be contained where they are at, identified, and checked for any signs of disease. The corrals would probably not be used for containing livestock that get out from a fenced field, but rather to contain livestock in an urban area that may be loose from a transport crash, or if there is a local quarantine. This is rapid response; the corrals can be set up in five minutes and will give responders some breathing room.

Kevin Tweedy asked if these are being used anywhere else. The Department of Agriculture has one corral in Jefferson City. Kent Vanderpool asked how are the corrals are transported. They can be hooked up to a truck for transport to a site; no other equipment is needed for transport. Dr. Pfander said that decision has not yet been made on where the corrals will be housed.

Mass Care/Volunteers & Donations. Rick Lewis presented the 2006 reallocation request from the Mass Care/Volunteers & Donations Subcommittees. A total of \$17,000 is requested, including \$12,000 for expenses for a CERT Training Coordinator and \$5,000 for CERT program startup expenses. The CERT Coordinator would be a 1/3 time position with the intent that the Mass Care/Volunteer and Donations Assistant (currently 2/3 time) would assume the CERT Coordinator responsibilities.

Interoperable Communications. Mitch Randles presented the 2006 reallocation request from the Interoperable Communications Subcommittee. The subcommittee requests a total of \$315,055 reallocated funds for the following activities:

Mobile Communication Vehicles. The bid on the mobile communications vehicles came in well over the original budget. They are now looking at a GSA vendor to provide the

communications vehicles. Mitch Randles requested that \$280,000 in total be reallocated to the Communication Vehicles. Several questions were raised, including:

1. What will these vehicles do for the region? The vehicles can replicate communications systems that may be lost during a disaster event. They will be equipped to enable internet connection, and VHF, UHF, and 800 systems.
2. Are the vehicles proposed for purchase through the GSA vendor the same as originally proposed? Larry Woods stated that equipment specified has not changed. The vehicle chassis proposed through the GSA vendor will be larger than the original, but will cost less.
3. Where will the vehicles be housed? The vehicles were proposed to be housed with the Jasper County Sheriff and the Springfield Fire Department. The Springfield Fire Department is declining to take ownership of the vehicle due to maintenance expenses; Springfield-Greene County Office of Emergency Management will take ownership.

Microwave Links. Mitch Randles discussed the Microwave Link system. He stated that there is not enough time left before the end of the 2006 grant period to complete the engineering study and procure the microwave link equipment. The subcommittee proposes that of the \$200,000 originally budgeted for the microwave system, \$180,000 be reallocated to the communications vehicles and \$20,000 be reserved for the microwave link engineering study. This would increase funding for the engineering study from \$10,000 to \$20,000. The subcommittee has included the purchase of the microwave links in its 2007 grant proposal. Mitch Randles further noted that the microwave link project is in line with what the state is trying to accomplish for statewide interoperability. This project will enable VHF/UHF/800 communications. It will involve hooking up a crossband repeater at two central sites, providing hybrid linkage.

A question was raised whether this project is the same as what the state plans to do with its \$17 million for interoperability. Mitch Randles responded that he doesn't expect that our region will see any of this money in the foreseeable future. He also responded that this regional project should be built to the state system standards so that it can be linked to the state system when it does become available. A question was also asked how this project is serving the 18 counties instead of just the Springfield-Joplin corridor. Mitch Randles stated that this project is the first step. The Springfield-Joplin I-44 corridor was chosen because both communities already have 800 systems in place plus the I-44 corridor is a major transport corridor. Future requests will be made for other highway corridors. The reason for the hybrid is that this is more than just an 800 system. The mobile communications vehicles used in rural areas will be able to link into this system. Jeff Merriman said this will help the region leverage any state money that may come down later and that this project will be the strongest step taken outside of the UASCI areas. J.R. Webb indicated that the state's \$17 million will pay for engineering costs and lease holds. The total state project will cost over \$140 million and will take about 10 years to complete.

Maintenance costs for the Region D microwave links are estimated at \$5,000-\$10,000 for the total system. Mitch Randles stated that the City of Joplin will pay for maintenance and insurance costs for the first several years. The State Highway Patrol is providing the towers for the microwave links at no cost, along with some equipment necessary for the installation.

Incident Support. The subcommittee also requests reallocation of funds for Incident Support. Michael White indicated that not all training funds originally budgeted for IST will be used. Of the original allocation for IST, \$12,000 is reserved for training still to be completed during the grant period. The subcommittee requests reallocation of \$25,055.88 for additional equipment, including a large format printer and Elliot Event Manager software, Mobile Tracking Device and Elliott Data Server communication so that the IST can link with the Elliott systems in the counties. Other equipment proposed for purchase with these funds includes a generator, computers, computer peripherals and related equipment for a second IST trailer to be provided by the Springfield-Greene County Office of Emergency Management. This trailer will augment the IST trailer already purchased.

Approval of 2006 Grant Funds Reallocation Proposals

Andy Nimmo motioned and Lisa Cordone seconded the motion to approve reallocation of \$21,000 as requested for Agricultural Risk Mitigation. A roll call vote was taken and motion carried unanimously:

RHSOC Member	Vote	RHSOC Member	Vote
Tom Martin	<u>Yes</u>	Lisa Cordone	<u>Yes</u>
Lynn Rowe	<u>Yes</u>	Tim McCracken	<u>Yes</u>
Jeff Merriman	<u>Yes</u>	Kevin Tweedy	<u>Yes</u>
Andy Nimmo	<u>Yes</u>	Kent Vanderpool	<u>Yes</u>
Kathleen King	<u>Yes</u>	Rick Lewis	<u>Yes</u>
Mitch Randles	<u>Yes</u>	Douglas Domer	<u>Yes</u>
Jonathan Gano	<u>Yes</u>	Michael Pfander	<u>Yes</u>

Dr. Pfander motioned and Mitch Randles seconded the motion to approve reallocation of \$17,000 as requested by the Mass Care/Volunteers & Donations subcommittees. A roll call vote was taken and the motion carried unanimously:

RHSOC Member	Vote	RHSOC Member	Vote
Tom Martin	<u>Yes</u>	Lisa Cordone	<u>Yes</u>
Lynn Rowe	<u>Yes</u>	Tim McCracken	<u>Yes</u>
Jeff Merriman	<u>Yes</u>	Kevin Tweedy	<u>Yes</u>
Andy Nimmo	<u>Yes</u>	Kent Vanderpool	<u>Yes</u>
Kathleen King	<u>Yes</u>	Rick Lewis	<u>Yes</u>
Mitch Randles	<u>Yes</u>	Douglas Domer	<u>Yes</u>
Jonathan Gano	<u>Yes</u>	Michael Pfander	<u>Yes</u>

Andy Nimmo motioned and Douglas Domer seconded the motion to approve reallocation of \$305,055 for Interoperable Communications. A roll call vote was taken and the motion carried unanimously:

RHSOC Member	Vote	RHSOC Member	Vote
Tom Martin	<u>Yes</u>	Lisa Cordone	<u>Yes</u>
Lynn Rowe	<u>Yes</u>	Tim McCracken	<u>Yes</u>
Jeff Merriman	<u>Yes</u>	Kevin Tweedy	<u>Yes</u>
Andy Nimmo	<u>Yes</u>	Kent Vanderpool	<u>Yes</u>
Kathleen King	<u>Yes</u>	Rick Lewis	<u>Yes</u>
Mitch Randles	<u>Yes</u>	Douglas Domer	<u>Yes</u>
Jonathan Gano	<u>Yes</u>	Michael Pfander	<u>Yes</u>

Meeting Recessed

The meeting recessed for 10 minutes.

Meeting Reconvened

Tom Martin reconvened the meeting. He indicated that the requests for 2007 grant funds are \$159,000 over budget and there is approximately \$42,000 remaining from 2006 grant funds that could be used to fund some of the 2007 grant requests. Tom Martin proposed that the following 2007 grant proposals be funded through remaining 2006 grant funds: (1) Incident Commanders Radio Interface, \$11,875; (2) Five Elliott Handheld Scanners, \$16,000; (3) \$3,000 for CERT program; and (4) One Mass Care Trailer, stocked with pillows and cots, \$10,700.

Mitch Randles motioned and Jonathan Gano seconded the motion to reallocate the remaining 2006 grant funds for the 2007 grant expenditures as proposed. Mitch Randles amended his motion and Jonathan Gano seconded to include any remaining unexpended 2006 grant funds be allocated for CERT expenses as included in the CERT proposal for 2007 funds.

A roll call vote was taken on the amended motion and the amended motion carried unanimously:

RHSOC Member	Vote	RHSOC Member	Vote
Tom Martin	<u>Yes</u>	Lisa Cordone	<u>Yes</u>
Lynn Rowe	<u>Yes</u>	Tim McCracken	<u>Yes</u>
Jeff Merriman	<u>Yes</u>	Kevin Tweedy	<u>Yes</u>
Andy Nimmo	<u>Yes</u>	Kent Vanderpool	<u>Yes</u>
Kathleen King	<u>Yes</u>	Rick Lewis	<u>Yes</u>
Mitch Randles	<u>Yes</u>	Douglas Domer	<u>Yes</u>
Jonathan Gano	<u>Yes</u>	Michael Pfander	<u>Yes</u>

A roll call vote was taken on the original motion to reallocate the remaining 2006 grant funds for the 2007 grant expenditures as proposed. The motion carried unanimously:

RHSOC Member	Vote	RHSOC Member	Vote
Tom Martin	<u>Yes</u>	Lisa Cordone	<u>Yes</u>
Lynn Rowe	<u>Yes</u>	Tim McCracken	<u>Yes</u>
Jeff Merriman	<u>Yes</u>	Kevin Tweedy	<u>Yes</u>
Andy Nimmo	<u>Yes</u>	Kent Vanderpool	<u>Yes</u>
Kathleen King	<u>Yes</u>	Rick Lewis	<u>Yes</u>
Mitch Randles	<u>Yes</u>	Douglas Domer	<u>Yes</u>
Jonathan Gano	<u>Yes</u>	Michael Pfander	<u>Yes</u>

Subcommittee Requests for 2007 Grant Funds

Agricultural Risk Mitigation. Michael Pfander summarized the 2007 grant fund proposal for Agricultural Risk Mitigation. Total requested is \$120,000, including \$95,000 for continuation of the agricultural preparedness specialist position, \$20,000 for continuing producer training for the region, and \$5,000 for veterinary corps training. He noted that veterinary corps training on biological zoological and infectious diseases has been good. However, few vets have any education on the incident command structure or NIMS. The \$5,000 requested will provide for this training.

Mass Care/Volunteers. Rick Lewis presented the 2007 funding proposal for Mass Care/Volunteers. With the removal of those items that will be funded with the reallocated 2006 grant funds, the remaining 2007 grant fund request totals \$268,300. This includes: (1) Mass Care/Volunteer Coordinator, \$80,000; (2) Mass Care/Volunteer Assistant, \$30,000; (3) Region D CERT Training Coordinator, \$15,000; (4) CERT Training and Startup, \$47,000; and (5) Nine trailers stocked with cots and pillows, \$96,300.

Mitch Randles asked if it was necessary to have a trailer in each county. Rick Lewis responded affirmatively. He stated that the Red Cross would supervise and give training on maintenance, but each county would be responsible for trailer ownership and an entity in each county would be responsible for maintaining and cleaning trailers after use during an event. Discussion followed on the proposed purchase of cots. Dave Hoover stated that cots are being purchased for medical surge through other funding, but these are not intended for sheltering and could only be made available for sheltering purposes if there was not a medical surge need. Rick Lewis noted that more than 10,000 cots were brought in for sheltering use during the 2007 ice storm. The pillows are primarily for elderly and special needs persons.

Medical Surge. David Hoover presented the medical surge funding proposal; medical surge is a new funding category. Medical surge is being funded somewhat from other federal funds through the Missouri Hospital Association. The plan is to have alternative care sites whenever the hospitals are overrun or in the event there are a lot of people that need care without being

hospitalized (i.e. pandemic flu). The trailer and related equipment and the bio medical equipment proposed for funding are equipment that would not come from other federal medical surge funding. Kevin Tweedy indicated that the Life packs will cost more and that the medical surge funding proposal should be adjusted upwards from \$109,750 to \$110,750. He also noted that this is not a mass care unit. Rather, it is a rapid setup safety net and that EMS would come in to transport a patient in critical condition to a hospital. The medical surge trailer and equipment would be housed at the DMAT office in Hollister.

Interoperable Communications. Mitch Randles presented the 2007 funding proposal for Interoperable Communications. A total of \$515,000 is requested, including: (1) Microwave links, \$210,000; (2) IST training, \$15,000; and (3) Videoconferencing equipment for each county, \$290,000.

Summary Discussion on 2007 Funding Requests

The requests for 2007 funding allocation total \$1,023,050 which is more than \$127,000 over total funds available. Discussion followed on the possibility of cutting from the video conferencing proposal. The intent of this proposal is to get a video conferencing system into each county's emergency operations center. Providing the video conferencing as proposed for only nine of the region's 18 counties would only save about \$57,000. Cutting the system components back to only the very basics would cost about \$202,000, which would still result in a budget overage of \$40,170. Rick Lewis proposed that four of the stocked trailers for Mass Care be cut from the budget. Mike White asked if the proposed veterinary training could be provided by on-line NIMS classes. Larry Forgey responded negatively, stating that the classes had to be specific to Agricultural needs. Chris Berndt suggested that cots and trailers should be cut and that the full video conferencing should be kept in the budget. He indicated that if only the basic video conferencing elements are purchased through the grant, each county would be required to spend \$3,500 to purchase the needed hub. He felt that many of the counties would not have the funds for this. Kevin Tweedy commented that cots and trailers are used every year and that voice conferencing is already available to counties.

Meeting Recessed

Following additional discussion, the meeting recessed to allow the subcommittees and disciplinary groups to convene and discuss possible cuts to the 2007 funding proposals.

Meeting Reconvened

Tom Martin reconvened the meeting. Mr. Martin reported that Emergency Management recommends a cutback in funding for medical surge rather than the proposed video conferencing. They also recommend a cut in CERT training funds and to only purchase four (4) of the trailers for Mass Care instead of nine (9).

Mitch Randles said that HSRT recommends keeping the video conferencing in the budget as much as possible.

Rick Lewis reported that Mass Care proposed to cut four (4) trailers in order to allocate funds towards video conferencing.

Kevin Tweedy said that DMAT can't do what is proposed for the medical surge. The DMAT that is currently available is a 12-32 hour deployment. What is proposed is a quick response with a one or two hour deployment. Tom Martin said the RHSOC should consider what can be done on a regional basis that can serve the greatest number of people within the area at that time. Jeff Merriman commented that we are focusing on having something available in the event of disaster, but part of the RHSOC's responsibility is advancing overall capabilities. Lisa Cordone said that private industry uses video conferencing all the time for conferencing and training. Further discussion continued on the video conferencing system.

Approval of 20067 Grant Funds Allocation Proposals

Tom Martin motioned and Andy Nimmo seconded the motion to allocate \$120,000 in 2007 grant funds for the expenditures proposed for Agricultural Risk Mitigation. A roll call vote was taken. Lynn Rowe and Kent Vanderpool left the meeting prior to the roll call vote. The motion carried unanimously:

RHSOC Member	Vote	RHSOC Member	Vote
Tom Martin	<u>Yes</u>	Lisa Cordone	<u>Yes</u>
Jeff Merriman	<u>Yes</u>	Tim McCracken	<u>Yes</u>
Andy Nimmo	<u>Yes</u>	Kevin Tweedy	<u>Yes</u>
Kathleen King	<u>Yes</u>	Rick Lewis	<u>Yes</u>
Mitch Randles	<u>Yes</u>	Douglas Domer	<u>Yes</u>
Jonathan Gano	<u>Yes</u>	Michael Pfander	<u>Yes</u>

Andy Nimmo motioned and Douglas Domer seconded the motion to allocate \$200,000 towards the Mass Care funding proposal and authorize the Mass Care Subcommittee to adjust their line item expenses to fit this allocation. A roll call vote was taken and the motion carried unanimously:

RHSOC Member	Vote	RHSOC Member	Vote
Tom Martin	<u>Yes</u>	Lisa Cordone	<u>Yes</u>
Jeff Merriman	<u>Yes</u>	Tim McCracken	<u>Yes</u>
Andy Nimmo	<u>Yes</u>	Kevin Tweedy	<u>Yes</u>
Kathleen King	<u>Yes</u>	Rick Lewis	<u>Yes</u>
Mitch Randles	<u>Yes</u>	Douglas Domer	<u>Yes</u>
Jonathan Gano	<u>Yes</u>	Michael Pfander	<u>Yes</u>

Kevin Tweedy recommended that funding for medical surge be cut back to \$100,000. Labor was not allowed, which reduced it \$5,000. Other items could be supplied from other sources. Rick Lewis motioned and Jeff Merriman seconded the motion to allocate \$100,000 for medical surge. A roll call vote was taken and the motion carried:

RHSOC Member	Vote	RHSOC Member	Vote
Tom Martin	<u>Yes</u>	Lisa Cordone	<u>Yes</u>
Jeff Merriman	<u>Yes</u>	Tim McCracken	<u>Yes</u>
Andy Nimmo	<u>No</u>	Kevin Tweedy	<u>Yes</u>
Kathleen King	<u>Yes</u>	Rick Lewis	<u>Yes</u>
Mitch Randles	<u>Yes</u>	Douglas Domer	<u>Yes</u>
Jonathan Gano	<u>Yes</u>	Michael Pfander	<u>Yes</u>

Rick Lewis motioned and Kevin Tweedy seconded the motion that the balance of 2007 funds, \$475,559.29, be allocated for the Interoperable Communications proposal. A roll call vote was taken and motion carried unanimously:

RHSOC Member	Vote	RHSOC Member	Vote
Tom Martin	<u>Yes</u>	Lisa Cordone	<u>Yes</u>
Jeff Merriman	<u>Yes</u>	Tim McCracken	<u>Yes</u>
Andy Nimmo	<u>Yes</u>	Kevin Tweedy	<u>Yes</u>
Kathleen King	<u>Yes</u>	Rick Lewis	<u>Yes</u>
Mitch Randles	<u>Yes</u>	Douglas Domer	<u>Yes</u>
Jonathan Gano	<u>Yes</u>	Michael Pfander	<u>Yes</u>

Working Group Reports

Reports from the working groups were tabled until the next meeting.

Adjourn Meeting

Rick Lewis motioned and Kathleen King seconded the motion to adjourn the meeting. Motion carried.


 Thomas Martin, Region D RHSOC Chair

April 16, 2008
 Date Approved