

Mid-Missouri Regional Planning Commission
RHSOC Sub-Committee: Radio Cache
August 21, 2008
Meeting Minutes

Attendees:

| Name: | Representing: |
|----------------|-------------------|
| Jim McNabb | Boone County |
| Kris Bayless | Montgomery County |
| Tom White | Cooper County |
| David Colbert | Audrain County |
| Curtis Owens | MidMO RPC |
| Ed Siegmund | MidMO RPC |
| Lee Ann Jestis | MidMO RPC |

The meeting was called to order by Jim McNabb at 1:40 pm.

Details of the original radio cache grant proposal were discussed. Larry Benz originally presented this project with the idea that there be a region wide cache of radios for use in the event of a traumatic event in the region. The original cache program consists of 126 radios split into three sets of 42, housed in Camden, Cole, and Boone counties. The cache locations were selected as a result of the HSRT locations in the region.

As a result of lower bids and costs through the procurement process- there are additional funds left over to be reallocated from the FY06 grant. The Area F RHSOC committed to purchasing equipment for the IST (Incident Support Teams) and the remaining money would be used to purchase more radios to add to this regional cache. This sub-committee was charged with determining the best way to manage the radio cache in the region- including determining guidelines for accessing the radio cache and operating use.

With the proposed approximate amount of money to spend at \$48,000, the committee determined that about 7 banks of 6 radios could be purchased. This would bring the total number of radios to 168. This would be 28 banks of 6 radios each. The committee discussed presenting to the RHSOC that each of the thirteen Region F counties receive two banks of 6 radios and Boone and Cole each receive an additional bank of 6 to keep in line with the original grant proposal (Boone and Cole county would house 3 banks of 6 radios in total per county).

The committee also discussed the usage, housing, responsibility, and programming of the radios. The committee will propose that the radios usage will be limited to emergencies and special events. The radios will be prohibited from daily usage. The responsibility of the radios will be determined by each county. It will be recommended that the EMD take responsibility and also recommended that they be housed with the PSAP or EOC. Also included in the responsibility will be the maintenance of the radios, as well as, the need for copies of software or extra cables. An inventory with a log in and out type of procedure will also be recommended by the committee. Any damage to the radios should be reported to the RHSOC and SEMA immediately. The following chart outlines the recommended programming for each radio, to keep consistency:

| Bank | Type of Channel | Number of Channels allotted |
|--------|------------------------|-----------------------------|
| Bank A | Local | 15 |
| Bank B | MTAC/VTAC | 30 |
| Bank C | Standard/ NYOS/Weather | 15 |
| Bank D | Relocation/Spontaneous | Remaining 36 |

The individual counties can opt out of the agreement before accepting the radio cache for that county, if for any reason they do not want to take on the responsibility of the cache. It will also be recommended that all radios and accessories be brought in to be re-allocated. Memorandums of Understanding (MOU's) will be checked to make sure the correct authorized personnel signs and takes responsibility. In any case where this did not happen, the MOU's will be voided and re-issued.

The next meeting of the Region F Homeland Security Oversight Committee will be on Tuesday, October 14, 2008, at 1:30 pm, at the Cole County Fire Station #4. The proposed amendments to the radio cache grant activity will be presented at this meeting.

The meeting was adjourned at 3:03 pm.