

Mid-Missouri Regional Planning Commission
Region F Homeland Security Oversight Committee
Tuesday, October 21, 2008
Meeting Minutes

Primary Representatives:

Name:	Representing:
Gary Woodson	Fire Services
Jim Jones	Education
Greg White	Sheriff
Anne Johnson	Volunteer
David Severson	Police
Jane Hubbs	Public Health
Rich Green	Public Utilities and Industry
John Fortman	Agriculture
Lisa Schlottach	911
Rich Daniels	County Government
David Colbert	EMS
Kris Bayless	EMD
Chuck Witt	HSRT/HSRS (Homeland Security Response System)

Ex-Officio, Alternate Representative, and Others:

Name:	Representing:
Tom White	Cooper County 911
Stephanie Helton	Gasconade County 911
Melissa Friel	Red Cross
Zada Farris	SEMA
Melanie Hein	Public Health
Mike Rackers	HSRT/HSRS
Hans Huenink	MSWP
Paul Fennewald	DPS
Patrick Joyce	CCHD
Bob Cynova	JCPD
Doug Keeney	JCPD
Barlow Biggers	Miller Co. EMA
MB Jones	Agriculture
Mike Pickerel	SEMA
Steve Myers	Police
Bill Farr	Cole County/Jefferson City
Andrea Rice	Osage County EMA/911
Sarah Williams	Audrain Co. EMA
Lisa Binkley	Region F RHSOC Mass Care
Drew Rimel	Moniteau Co 911
Gayla Weber	SEMA
Dale Schmidt	MSHP
James McNabb	Columbia/Boone
Bryan Norman	MO Dept. of Health
Bob Bishop	Montgomery Co.

Doc Kritzer
Jerry Hobbs
Ed Siegmund
Lee Ann Jestis

County Government
Education
MidMO RPC
MidMO RPC

Agenda Item I. Call to Order

Chairman Gary Woodson called the meeting at 1:34 pm.

Agenda Item II. Review and Approval of Agenda

Rich Green motioned to approve the agenda. Kris Bayless seconded the motion and it passed unanimously.

Agenda Item III. Review and Approval of Minutes

Rich Green motioned to approve the minutes from the August 8 meeting. Greg White seconded the motion and it passed unanimously.

Agenda Item IV. Chair and Membership Turnover

Certificates were presented to the discipline representatives that are retiring and to Gary Woodson for his work as the committee chair. Members were reminded that alternates need to be selected as soon as possible.

Agenda Item V. Election of new Vice Chair

Dave Severson nominated Chuck Witt as the new vice chair. Greg White motioned to close the nominations and accept Chuck Witt as the vice chair. Rich Green seconded the motion and it passed unanimously. Chuck Witt accepted the nomination and became the new Vice Chair.

Agenda Item VI. FY06 and FY07 Budget Updates

Ed Siegmund and Curtis Owens from MidMO RPC gave an update of the FY06 and FY07 grant activities. The IST project is progressing as planned. Melissa Friel and Lisa Binkley are completing the volunteer training to meet the December 31, 2008, spending deadline. More radios were ordered for the existing radio cache project, as well as the radio project for the Health department for the FY07 funding cycle. A committee needs to be formed for the P25 compliance project. The committee will be chaired by Tom White and other 911 directors are encouraged to participate and give input.

a. Radio Cache Subcommittee Update

The Radio Cache Subcommittee, chaired by Jim McNabb, brought their findings back to the group. Suggestions of frequencies, distribution of radios per county, and usage were proposed to the RHSOC representatives. The majority of the representatives felt that the original idea for the radio cache should be maintained. Lisa Jordan motioned to follow the suggestions of the Radio Cache subcommittee. Kris Bayless seconded the motion, however, the motion failed by roll call vote. David Colbert motioned to divide the number of extra radios purchased (fifty) by the number of counties in the region that do not currently house a radio cache. Greg White seconded the motion and it passed by roll call vote. The user policy issue was tabled pending more research and discussion.

Agenda Item VII. Kimball and Associates

a. Draft Communication Study Presentation

Tom Harmon, with Kimball and Associates, gave an overview of the findings from the Regional Communication Study. The main goal of the project was to assess interoperability of the regional abilities and determine how communication can be improved. They recommended more and improved policies, procedures, and governance for the region. They also recommended pursuing the idea of shared systems, including statewide digital trunked systems. They suggest that the RHSOC continue their role in the educational aspect of interoperable communications, to continue to fund narrowbanding stations, and to develop an interoperability governance group to develop transition plans and strategies. Copies of the full report can be obtained from the MidMO RPC.

Agenda Item VIII. Regional Functional Exercise Report

Conne Burnham, with University of Missouri Fire and Rescue Training Institute performed the Regional Functional Exercises on June 26, 2008, with 363 participants, representing all thirteen counties in region F. The evaluation of this project is based on county specific evaluations and feedback forms from the thirteen counties. Objectives one through three had to do with the number and locations of shelters. Recommendations from the study include prewiring shelters for generators and creating pet plans. Objectives four through five include mass feeding. Objectives six and seven pertain to bulk distribution centers and determining where they go and how to staff them. Each county needs to review the recommendations and then assign a responsible agency to complete the suggested tasks and set a due date for the task completion. The complete After Action Report can be obtained from the MidMO RPC.

Agenda Item IX. Office of Homeland Security Updates

Paul Fennewald presented the updates from the Office of Homeland Security. There is obvious uncertainty with the upcoming changes in government and it will just be a matter of waiting to see what changes occur in Homeland Security funding. Agriculture Risk Mitigation will be funded at the state level and not needed at the regional level. Fennewald reminded that MERIS (Missouri Emergency Response Information System) is a statewide tool provided free of charge.

Agenda Item X. SEMA Updates

a. FY08 Narrative and Budget Info

Zada Farris presented guidelines for the FY08 grant process. The FY08 grant cycle will have the same formula as in the past, with the 3% going to the Regional Planning Commissions. There will be a concentrated effort to limit this grant cycle to twelve months, with no extensions. The grant applications will be due on Friday, February 27, 2009 with a June 30, 2010, end date. Farris also commended the group for the entire region rolling up in NIMS compliance.

Agenda Item XI. FY08 Grant Application Process

The following list is the process of the grant application process for the FY08 grant cycle.

- Summary sheets with grant project ideas due to the RPC on or before 1-10-2009.
- Presentations to the RHSOC for project ideas on 1-20-2009, preliminary rankings will occur at this meetings also.
- Final ranking and project selection will be decided on 2-10-2009.
- Grant application turned in on or before 2-27-2009.

Agenda Item XII. Announcements

The next Region F Homeland Security Oversight Committee will be on Tuesday, January 20, 2009, at 1:30 pm, Cole County Fire Station #4. Another meeting will take place on Tuesday, February 10, 2009, at 1:30 pm, Cole County Fire Station #4.

Agenda Item XIII. Adjournment

Greg White motioned to adjourn the meeting. Rich Green seconded the motion and the meeting was adjourned at 3:54 pm.