

Mid-Missouri Regional Planning Commission  
Region F Homeland Security Oversight Committee  
Tuesday, April 13, 2010  
Meeting Minutes

Discipline Representatives:

Name:	Representing:
Lisa Schlottach	911
(No Representative Present)	Agriculture
Doc Kritzer	County Government
Jerry Hobbs	Education
Bob Bishop	EMD
(No Representative Present)	Emergency Medical Services
Scott Frandsen	Fire
Melanie Hein	Public Health
Chuck Witt	HSRT
Mike Rackers	Public Utilities and Industry
Tony St. Romaine	Municipal Government
Bob Cynova	Police
Mary Ellen Lee	Public Works
(No Representative Present)	Sheriff Agencies
Anne Johnson	Volunteer

Ex-Officio, Alternate Representative, and Others:

Name:	Representing:
Stephanie Helton	Gasconade County 911
Lisa Binkley	Region F RHSOC Mass Care
Mike McNeill	Moreau Fire
Tom White	911
Scott Pasley	ATW Comm
Larry Benz	Cole County Public Works
Gayla Weber	SMEA
Eric Deselich	Tetra Tech
David W. Edwards	HSRT
Thomas Spriggs	Miller Co. Ambulance District
Barlow Biggers	Miller County EMA
Sherril Gladney	Division of Fire Safety
Bill Farr	Cole County
JD Simmons	Mo DPS
Drew Pratt	Mo Dept of Health
Becky Covington	OHS-Grants
Doug Keeney	Jefferson City PD
Zim Schwartze	Columbia/Boone Co EMD
Tyler Beauchamp	Columbia/Boone
Michelle Kidwell	EMA
Michael Arnold	Miller County 911
Jay Bosch	SEMA
Nick Boren	Columbia Public Schools

Doug Westhoff	Boone County FPD
Terry Eslahi	Mo DHSS
Greg Voss	MoDHSS
Steve Devine	Mo DPS
Sherwet Witherington	Department of Agriculture
Ed Siegmund	MidMO RPC
Curtis Owens	MidMO RPC
Lee Ann Jestis	MidMO RPC

### **Agenda Item I. Call to Order**

Chairman Chuck Witt called the meeting at 1:30 pm.

### **Agenda Item II. Roll Call**

Attendance of each discipline was taken to determine representation for each discipline. Please note the list above for names of these representatives.

### **Agenda Item III. Review and Approval of Agenda**

Chairman Chuck Witt asked that Sherwet Witherington with the Department of Agriculture be added to the agenda after the report by Greg Voss with the Department of Health and Senior Services. Jerry Hobbs motioned to approve the agenda, as amended. Tony St. Romaine seconded the motion and it passed unanimously.

### **Agenda Item IV. Review and Approval of Minutes**

Mike Rackers motioned to approve the minutes from the February 16, 2010, meeting. Bob Cynova seconded the motion and it passed unanimously.

### **Agenda Item V. Area F Budget/Grant Update**

Curtis Owens gave an update on current FY07 and FY08 grant activities. The only project still pending in the FY07 grant cycle is the project for P25 radios. Approval was received on March 26 to buy the radios as P25 compatible (not necessary for them to be P25 compliant). The amount remaining for this project is \$486,735.45.

The remaining projects to be completed on the FY08 grant cycle are the Mass Care Coordinator position, Disaster training for Mass Care, and the Training and Exercise for the Incident Support Teams with the remainder allocated to buy extra generators. Currently the Volunteer discipline is seeking information regarding using some of the training money to include the faith based initiative that would occur in October. This would mean that an extension would have to be filed for this grant activity. All other grants would be closed by June 30, 2010, and unallocated money would be used to fund extra generator(s) for the region.

### **Agenda Item VI. Office of Homeland Security**

Paul Fennewald gave an update on behalf of the Office of Homeland Security. The Homeland Security Advisory Council (HSAC) met recently to discuss the 2010 grant application. Chairs from each RHSOC attend these meetings, as well. As in the past, 80% of funding is allocated for local spending by the RHSOC and 20% is allocated for spending by state agencies. The HSAC adopted a sub-committee recommendation to retro-fit trailers and other applicable equipment to meet an adopted standard going forward. The HSAC recommends that all of the Regional Planning Commissions (RPC) take this new standard

into consideration when procuring equipment for the FY09 grant. The HSAC also adopted standards regarding credentialing systems for the FY10 grant cycle and going forward (please note that badging and creditailing systems are not the same). The systems must meet the FIPS (Federal Information Processing Standard) 201 standard that will align with the federal standard. This will also allow the systems to integrate into the MERIS (Missouri Emergency Resource Information System).

Fennewald also announced the HSAC's purchase of twenty (20) licenses of Adobe Connect. This purchase includes a license for each RHSOC and will allow the ability to connect to meetings via the internet. This purchase is not intended to eliminate the face to face group meetings, but just to enhance communication. Sub-committee meetings can also use this software, as needed. Software training was conducted last week. Meeting facilitators will have to have a user id and password to connect, obtain these from David Finch. Persons conducting meetings that wish to use this new software will need to coordinate with the Regional Planning Commission office.

The HSAC also requested that each RHSOC set a date in (or near) October for their annual meetings. Each RPC will receive extra funding for facilitating these meetings. The meetings should build on the activities from last year and should cover next year's grant funding.

Some of the activities and programs the HSAC is looking at for 2010 grant funding at the state level include an alternative to the Center for Safe Schools, sustainment of the ERIP program, and sustainment of the HSRT.

#### **Agenda Item VII. Department of Public Safety**

Steve Devine gave an update regarding the Department of Public Safety. In 2007, as a result of the PSIC grant, the DPS made an agreement with each RHSOC to build at the state level, connecting each PSAP to the MTAC. Since this agreement occurred before the state's radio system was developed, they have now decided to use the money to install a radio or control station, in each PSAP, with certain standards. The DPS will contact each PSAP and will be flexible with these installations, according to the needs and desires of that PSAP. Devine also announced an email that he sent out to each Chairman and RPC regarding interoperability governance. The grant guidance for the FY10 grant cycle was also reviewed. This guidance says that if a RHSOC chooses to purchase non-P25 equipment, it must provide a narrative with its request to show that the equipment proposed does not hinder interoperability.

#### **Agenda Item VIII. Department of Health and Senior Services**

Greg Voss gave an update on behalf of the Department of Health and Senior Services. The Missouri Chemical Risk is now available. This tool has been developed to identify chemical risk area facilities and sites. Each county is mapped with facilities and risk zones, chemical names, maximum amount stored, radius of risk zones, and also lists daycares, nursing homes, and schools. A cd copy will be available, as well as, web-based intranet access.

## **Agenda Item IX. Department of Agriculture**

Sherweth Witherington, with the Department of Agriculture announced Risk to Agriculture training. They will be posting sessions on the SEMA website. These exercises (two tabletop and one functional) will happen later this year.

There was a short break from 2:40 to 2:50 pm.

## **Agenda Item X. Area F Reports/Activities**

### **a. Mass Care Coordinator Update**

Lisa Binkley gave a step by step description of mass care disaster response. Binkley has been working on setting up agreements with potential shelters, training volunteers in the operating of shelters, as well as other aspects like pet sheltering and special needs sheltering. Training is now taking place throughout the region.

## **Agenda Item XI. RHSOC Old Business**

### **a. Discussion of extending future Chair terms**

Chairman Witt lead a discussion regarding the Chair's term. Options discussed included making the chair a non-voting member and extending the term for two years or keeping the chair as a voting member, but just extending the term to two years. This topic was tabled and more information from other RHSOC's will be gathered before the next meeting.

## **Agenda Item XII. RHSOC New Business**

### **a. Region F RHSOC Annual Meeting (October 19)**

The annual meeting for the Area F RHSOC will be on October 19. After a brief discussion, Mike Rackers motioned to keep the meeting with the same format as last year (day time meeting, same location if possible, meeting in the morning, lunch, equipment display, etc.). Bob Bishop seconded the motion and it passed unanimously.

### **b. Tetra Tech extension (May 15)**

Eric Deselich, TetraTech Analyst for Region F, gave a report regarding a region Tactical Interoperable Communications Plan (TICP or "TIC plan"). Of 2000 agencies, about 40% have entered some data and only 10% have completed the survey. The deadline has been extended to May 15. Please direct questions to Eric Deselich at 816-412-1750 or [eric.deselich@tetrattech.com](mailto:eric.deselich@tetrattech.com).

## **Agenda Item XIII. Sub-Committee Reports**

### **a. Interoperability Advisory Sub-Committee update**

Doug Keeney gave a brief update regarding the Interoperability Advisory Sub-Committee. A webinar for 911 directors on March 11 addressed getting data into the survey. The committee will also reach out to the one county that has not participated in the survey. The committee will also meet to discuss the governance topic.

### **b. Security Science and Technology Advisory Sub-Committee update**

Keeney also gave an update regarding the Security Science and Technology Advisory Sub-Committee. The main topic was retro-fitting the equipment purchased with RHSOC funds for universal use and best compatibility with existing towing equipment. After a brief discussion, Bob Bishop motioned to have Paul Fennewald (and his

department) assist with gathering information on what items might be needed.

Dwight Franklin seconded this motion and it passed unanimously.

**Agenda Item XIV. Public Comment**

No public comment.

**Agenda Item XV. Announcements**

No announcements.

**Agenda Item XVI. Set Date of next RHSOC meeting (July 20)**

The next RHSOC meeting will be July 20 at the Cole County Fire Station #4, 5206 Monticello Road, Jefferson City, Missouri.

**Agenda Item XVII. Adjournment**

Chuck Witt adjourned the meeting at 3:47 pm.