

Mid-Missouri Regional Planning Commission
Region F Homeland Security Oversight Committee
Tuesday, November 17, 2009
Meeting Minutes

Attendees:

Name:

Representing:

DISCIPLINE REPRESENTATIVES:

Bob Bishop	EMD
Debby Lancaster	Municipal Government
Mary Ellen Lea	Public Works
Chuck Witt	HSRT
Melanie Hein	Health
John Fortman	Agriculture
Doug Keeney	911
Doc Kritzer	County Government
Dwight Franklin	Sheriff
Jerry Hobbs	Education
Mike Rackers	Public Utilities/Industry
Anne Johnson	Volunteer
Jason Turner	Fire

EX-OFFICIO, ALTERNATE REPRESENTATIVES, OTHER:

Bill Farr	Cole County
William Kessler	Missouri Pork Association
Larry Benz	Cole County Public Works
Tony St. Romaine	City of Columbia
Melissa Friel	Red Cross
Sherril Gladney	Division of Fire Safety
Tom White	Cooper County
Bob Cynova	911/Police
Mike McNeill	L&B Electronics
Lisa Binkley	Region F RHSOC
Zim Schwartze	Columbia/Boone County
Marc Kirkpatrick	Columbia/Boone County
Shelly Anderson	Callaway County 911
Barlow Biggers	Miller County EMA
Sherwet Witherington	Missouri Department of Agriculture
David Gehm	Fire
Jim Jones	Education
Scott Pasley	A&W Communications
MB Jones	Agriculture
Michael Arnold	911
Michelle Kidwell	Callaway County EMA
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 to order at 1:30 pm.

Agenda Item II. Review and Approval of Agenda

Mike Rackers motioned to approve the agenda as presented. Doug Keeney seconded the motion and it passed unanimously.

Agenda Item III. Review and Approval of Minutes

Debby Lancaster pointed out that Mike Rackers name was misspelled and that Dave Severson did not "resign" but "completed his term." Pending these changes, Debby Lancaster motioned to approve the minutes. Bob Bishop seconded the motion and it passed unanimously.

Agenda Item IV. Area F Activity Report

Curtis Owens gave an update on the FY07 and FY08 grant activities. The projects for the FY07 are near completion, with the exception of the radio project. Owens indicated that an extension has been granted by SEMA and the radios purchase will be completed by June 30, 2010. Grant activities for the FY08 grant cycle are tracking ahead of schedule. Training for the IST (Incident Support Team), Prime Mover for the Public Health Trailer, and Volunteer Training and Coordination are the only grant activities pending further action.

Agenda Item V. Area F Reports

Chairman Witt reviewed with representatives, the following reports:

a. FY09 Grant Cycle Sub-Committee

Doc Kritzer, Anne Johnson, Debby Lancaster, and Melanie Hein presented the following recommendation and timeline to the committee as a result of the FY09 Grant Cycle Sub-Committee meeting:

Recommendation:

Each discipline will be allowed to present up to three proposals submissions for ranking. Ranking sheets will be turned in for tallying at the end of all presentations (in the past, these ranking sheets were turned in after each proposal presentation).

Timeline:

- December 21, 2009 – summary sheets with grant project ideas due to the Mid-MO RPC office for consolidation and preparation.
- January 8, 2010 – MidMO RPC will consolidate proposals and email to discipline chair for review.
- January 19, 2010 – Presentations for project ideas. Preliminary ranking will occur.
- February 16, 2010 – RHSOC meeting to discuss final project ranking and selection.
- February 26, 2010 – Grant application due to SEMA.

Melanie Hein motioned to accept the sub-committee's recommendations. Bob Bishop seconded the motion and it passed unanimously.

b. HSAC/RHSOC Bylaws

Chairman Witt presented the following proposal for a change in wording to the bylaws regarding attendance on the RHSOC.

"A 50% attendance requirement will be placed on all primary voting member and alternate voting member(s). If a primary voting member does not attend 50% of the

meetings in a given fiscal year, they will be replaced by the alternate. If an alternate voting member(s) does not attend 50% of the meetings in a given fiscal year, a new alternated will be appointed."

Melanie Hein motioned to accept the proposed change in the bylaws as presented. Jerry Hobbs seconded the motion and it passed unanimously.

c. Health Department

Health Department representative Melanie Hein explained to the committee that the Health Department would no longer seek funding for the FY08 grant activity for the functional exercise for distribution of mass prophylaxis. This allows the previously designated \$38,000, to be moved to other grant activities instead. \$5,000 will be moved to the Health Department's truck grant activity and the remaining \$33,000 will be allocated for the generator project. Doug Keeney motioned to accept the proposal. John Fortman seconded the motion and it passed unanimously.

d. Volunteer Coordinator Updates

Lisa Binkley gave an update regarding Volunteer Coordination and training. Binkley indicated that she has been coordinating twenty sessions of volunteer training, with at least one in every county of the region. It is a six hour course with table top exercises in the second half. Training is going well and the FY07 portion of the grant activities are near completion.

e. Tactical Interoperability Communication Plan

Doug Keeney and either Scott Frandsen or Jason Turner will participate in a sub-committee to help facilitate the Tactical Interoperability Communication Plan. A technical meeting will be held on November 24, 2009. Keeney will attend. Representatives from the firm, Tetra Tech will be available at this meeting to go through the planning process. Findings from the Kimball study, previously completed through funding of the Area F RHSOC will be made available to the Tetra Tech representatives in hope of eliminating the duplication of effort.

Agenda Item VI. Public Comment

No public comment.

Agenda Item VII. Announcements

SEMA and FEMA will be conducting a Training and Exercise Planning Workshop (TEPW) on December 9 and 10, 2009. A request was made from SEMA to have a representative from each region present at this workshop. Debby Lancaster was appointed to serve as the liaison for this workshop.

Agenda Item VIII. Adjournment

Debby Lacaster motioned to adjourn the meeting at 2:22 pm.