

**-DRAFT-**

**Region F Homeland Security Oversight Committee (RHSOC) Meeting  
Wednesday, February 6, 2008, at 1:30 pm  
Cole County Fire Station #4, 5206 Monticello Road, Jefferson City, MO**

Attendees:

|                              |  |
|------------------------------|--|
| HSOC Primary Members         | Representing                             |
| Dave Severson, Vice Chairman | Police Agencies                          |
| Tom White                    | 911                                      |
| Rich Green                   | Industry/Private                         |
| Kris Bayless                 | Emergency Management                     |
| Rich Daniels                 | County Governments                       |
| M.B. Jones                   | Agriculture                              |
| Jim Jones                    | Education                                |
| Melissa Friel                | Volunteer                                |
| <br>                         |  |
| HSOC Alternates              |  |
| Melanie Hein                 | Public Health                            |
| Debby Lancaster              | Municipal Government                     |
| Lisa Jordan                  | 911                                      |
| Doc Kritzer                  | Callaway County Commissioner             |
| Michelle Kidwell             | 911                                      |
| Bob Bishop                   | EMD, Montgomery County                   |
| Anne Johnson                 | Volunteer                                |
| Ken Hoover                   | Fire                                     |
| John Wheeler                 | Sheriffs                                 |
| <br>                         |  |
| Ex-Officio Members/Other     |  |
| Barlow Biggers               | Miller County EMD                        |
| Claire Rainey                | Cole County Health Dept                  |
| Stephanie Stevens            | Public Health                            |
| Sarah Williams               | Public Health                            |
| Kevin Lowrance               | Public Health                            |
| Andrew Brenneck              | Public Health                            |
| Stephanie Kamper             | Gasconade Co 911                         |
| Sherril Gladney              | Division of Fire Safety                  |
| Shelly Anderson              | Callaway County 911                      |
| Doug Thompson                | Missouri DNR                             |
| Chris Smith                  | University Healthcare                    |
| Lisa Binkley                 | Region F RHSOC Mass Care/Volunteer Coor. |
| Gayla Weber                  | SEMA                                     |
| Bill Farr                    | Cole County                              |
| Dan Smith                    | Kimball & Associates                     |
| Ed Siegmund                  | MMRPC                                    |
| Zach Walker                  | MMRPC                                    |
| Lee Ann Jestis               | MMRPC                                    |

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

Dave Severson, vice chair, called the meeting to order at 1:31 pm. Eleven disciplines were represented with a primary or alternate representative.

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

Rich Green motioned to approve the Agenda. Bill Jones seconded the motion. The motion passed unanimously.

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

Rich Daniels motioned to approve the minutes as presented. Rich Green seconded this motion. The motion passed unanimously.

## **Agenda Item IV. FY06 Grant Allocations Update**

Zach Walker with Mid-Missouri Regional Planning Commission presented an update on the FY06 Grant Allocations:

### *Satellite Communications*

Amalfi, the vendor for the Satellite Communications grant project, is processing our order for the satellite phones. Agreements are being finalized for the 911 centers that will be receiving these phones.

### *Region Wide Communication Study*

Kimball and Associates (the vendor for the Region Wide Communication Study) representative Dan Smith presented an overview to RHSOC regarding initiating the study. Kimball has been tasked with the study to include types and quantities of communication equipment in our region. Phase one of their timeline includes a survey that will go out through each county commissioner to distribute to key disciplines such as, Fire, EMS, EMA, Police (and others as deemed necessary) in each county. The survey will be a web based survey tool. They will also meet with the RHSOC members, or other interested parties, in a "focus group" setting. Phase two includes putting the actual report together with the information received. This will include propagation studies for each county. Maps they will include will show portable "talk out" coverage and also "talk back" to base station coverage for current lines of communication. A rough draft of the report will be reviewed and the final report with all the pdf files will be ready by the June 30, 2008, deadline.

### *Regional Functional Exercises*

The University of Missouri Fire and Rescue Institute will be having a "kick-off" presentation at the next area EMD meeting on Thursday, February 14, at 10 am at the Rosewood Antique Store in Fayette, Missouri. Connie Burnham and Keith Crumly gave a brief overview of the types of services that can go along with these exercises. For example, it will be available for interested parties to follow the exercises online through a Blackboard system at the University (much like an online course).

### *Region Wide Radio Cache*

After bidding and interviewing process, it is recommended that MOCOM Electronics be the vendor for the Radio Cache grant project. Tom White motioned to enter into agreement with MOCOM. Rich Green seconded the motion and it passed unanimously.

### *Health Department Trailer*

After bidding and interviewing process, it is recommended that Amalfi be the group to provide the health trailer. Melanie Hein motioned to enter in to an agreement with Amalfi. Melissa Friel seconded the motion and it passed unanimously.

### *Mass Care/Volunteer Coordinator*

Region F RHSOC Mass Care/Volunteer Coordinator, Lisa Binkley gave an update report on

her progress. Many facility agreements throughout the region are being finalized or are in progress. The results of this process will be shared with each EMD. Lisa has also met and looking at different types of cots to help in the selection and purchase process. Funding for the volunteer training is still pending approval. Melissa Friel asked if the money allotted for this training could be re-appropriated to something else for mass care. Zada Farris confirmed that it can be allocated for something else, as long as it still meets an investment justification for that grant cycle.

### **Agenda Item V. FY07 Grant Selection Process**

Discipline names were drawn from a jar for the order of presenting grant proposals.

1. Public Works: No representative present and no proposals received by the MidMo Regional Planning Commission.
2. Police: Dave Severson announced that the Police discipline would decline to submit a proposal in favor of supporting the 911 grant proposal.
3. Volunteer: Melissa Friel presented two proposals on behalf of the Volunteer sector. The first proposal, in the amount of \$77,000, would continue the Mass Care Coordinator position held by Lisa Binkley and continue her work in this area for another grant cycle year. There would be specifications that would include special needs and pet sheltering in this second year of work. The second proposal, for \$72,000, would be for a mobile generator and the cost of hooking it up to shelters in eleven 11 counties.
4. Emergency Medical Services: No representative present and no proposals received by the MidMo Regional Planning Commission.
5. Sheriffs: John Wheeler announced that the Sheriffs discipline would decline to submit a proposal in favor of supporting the 911 grant proposal.
6. Education: Jim Jones announced that they would not be submitting a proposal.
7. HSRT: No representative present and no proposals received by the MidMo Regional Planning Commission.
8. Health: Melanie Hein presented two proposals on behalf of the Health department. The first proposal, for \$58,500.00, included three handheld radios for each health department. The second proposal, for \$30,000, was for a towing vehicle for the trailer that was awarded by last years grant activity.
9. Municipal Governments: Debby Lancaster announced that the Municipal Governments would decline to submit a proposal in favor of supporting 911 and the Volunteer Mass Care proposals.
10. Fire: Ken Hoover presented two proposals on behalf of the Fire Agencies. The first, for \$40,500, would provide three trailers and necessary equipment for the Incident Management Support teams for Region F. The second proposal, for \$15,000, would provide training for the Incident Management support teams for Region F.
11. Industry/Private: No representative present and no proposals received by the MidMo Regional Planning Commission.
12. Emergency Management: Kris Bayless announced that the EMD discipline would decline to submit a proposal in favor of supporting the 911 grant proposal.
13. County Governments: Rich Daniels announced that the County governments would decline to submit a proposal in favor of supporting the 911 grant proposal.
14. Agriculture: Bill Jones presented on behalf of the Agriculture discipline. His proposal, in the amount of \$25,000, was for training and sustaining of funds conducting animal agriculture emergency planning and response meetings and/or volunteer Veterinary corps credentialing qualification training.
15. 911: Tom White presented one proposal on behalf of 911. His proposal, in the amount of \$760,000, would replace wide band only base/repeater equipment with P25 narrowband

compliant radios and meet the December 31, 2012, Federal Communication Commission deadline.

Ranking forms were distributed after each proposal and rankings were tallied as the meeting progressed. After all proposals, rankings were as follows:

1. 911, Radio compliance for \$760,000, with a ranking of 68.92
2. Agriculture, Training for \$25,000, with a ranking of 44.81
3. Volunteer, Mass Care Coordinator for \$77,000, with a ranking of 43.38
4. Health, Radios for \$58,500, with a ranking of 39.08
5. Volunteer, Generators for \$72,000, with a ranking of 36.62
6. Fire, Training for \$15,000, with a ranking of 35.38
7. Health, Towing vehicle for \$30,000, with a ranking of 34.54
8. Fire, Trailer for \$40,500, with a ranking of 31.54

After some discussion of the proposals and rankings, Rich Green proposed that the RHSOC fund the Agriculture proposal for training for \$25,000, the Volunteer proposal for Mass Care Coordinator for \$77,000, and the Health department proposal for radios for \$58,500, and put the remaining funds into the 911 radio compliance proposal. John Wheeler seconded the motion. After a roll call vote, the motion passed with a 7 (yes) to 4 (no) vote.

#### **Agenda Item VI. Announcements**

The next RHSOC meeting will be on Tuesday, April 15, 2008, at 1:30 pm at the same location, Cole County Fire Station #4, 5206 Monticello Road, Jefferson City, MO.

#### **Agenda Item VII. Adjournment**

Debby Lancaster motioned to adjourn. The motioned was seconded by Bill Jones. The meeting was adjourned at 3:47 pm.