

MINUTES  
REGION C SOUTH MEETING  
November 15, 2006

Attendees:

Armbruster, Art, Director 911, EMA, Ste. Genevieve County  
Bosch, Jay, Grant Manager, SEMA  
Balsman, Brian, Director of Planning, SEMO Regional Planning Commission  
Buchheit, Chauncy, Executive Director, SEMO Regional Planning Commission  
Daniels, Michael, Director, Warren County Emergency Management  
Dohack, Howard, Chief Deputy, Ste. Genevieve County Sheriff's Department  
Farris, Zada, Regionalization Liaison, SEMA  
Francis, Rob, Inspector, MSFM  
Fults, Albert, Presiding Commissioner, Ste. Genevieve County  
Herbel, Richard, City Administrator, City of Ste. Genevieve  
Jones, William, Asst. Fire & Police Chief, Perryville  
Lohner, Derek, Area Coordinator  
Lucas, John, Caledonia FMD  
Montgomery, Vickie, Regional Emergency Planner  
O'Neil, Randy, Washington County 2<sup>nd</sup> Commissioner  
Rainbolt, Brenda, Public Preparedness Coordinator  
Rauh, John, Perryville District Superintendent, Citizens Electric  
Schantz, Jason, Planner, Boonslick Regional Planning Commission  
Schilly, Judy, Administrator, Ste. Genevieve County Health Dept.  
Schroeder, Kevin, Sheriff, Washington County  
Sullivan, Al, Executive Director, St. Francois County Caring Communities  
Wells, Alan, 911 Director, St. Francois County  
Whitaker, John, State On-Scene Coordinator, MDNR  
Wright, Judith, Administrator, Washington County Health Dept.

The meeting was called to order by Chair Alan Wells at 11:30 a.m.

Chair Wells requested approval of the minutes of the October 18<sup>th</sup> meeting. A motion was made to adopt the minutes as submitted; the motion was seconded; the motion carried.

The vacant positions on the committee are school districts and hospitals. The alternate for volunteers is Meg Stevenson.

At the November 1<sup>st</sup> Executive Committee Meeting of Regions C North and C South, Alan Wells was chosen as the Chair and Mike Daniels is the Vice-Chair. The meeting was very productive. The groups identified the same priorities. The first priority was mass care and the second was interoperability. A critical infrastructure database CD was provided but the CD is password protected and the password does not work. A new copy should be sent shortly. Under interoperability for radio communications, the State Executive Interoperable Committee plan was completed and was provided to the

governor. There are possible funds available through other mechanisms for interoperability that needs to be looked at.

Chair Wells advised that a meeting is scheduled for December 5<sup>th</sup> at 10:00 a.m. in Jefferson City, on interoperability statewide. A representative from each RHSOC needs to attend. The location will be announced.

The working groups reported on their priorities.

The Emergency Management team believes mass care to be most important and are looking at the CERT (Citizens Emergency Response Team).

Police Chiefs and the Fire Chiefs want to strengthen the interoperable communications.

The Sheriff's Departments also selected the interoperable communications as first priority, second was a system on volunteer credentials such as the Elliott system, which is an ID system.

The fire departments are looking at interoperable communications and also mass care and volunteers

The county health departments, at the last meeting, were in agreement that mass care would be the first priority.

The City/County Public Works did not have anything to report at this meeting.

The consensus for City/County Administrator was mass care and the idea of emergency trailers.

Private Industry/Public Utilities did not have anything to report at this meeting.

There was no one present to represent Emergency Medical Services, but Chair Wells spoke with Mr. Tetrault and was advised that equipment resources for mass incidents was being looked at.

The 911 division is exempt.

The Volunteer Group has been in contact with three counties. The rankings were mass care and citizen protection for first priority and volunteer and donations as second.

Out of the county commissions, three of the four counties do not have a mobile command center so that would be its top priority.

It looks like top priority is mass care, second is interoperable communications, third is volunteer and I.D. systems. Agri-terrorism was discussed at prior meetings. Ms. Farris advised that the Department of Agriculture divided training on agri-terrorism into counties so each county is in a different part of the program. Training for Region C was estimated at \$12,000. Ms. Farris will look into the \$12,000 and find out whether that amount is for only Region C. The agri-terrorism was submitted as a priority but it was not one of the four top priorities.

Under a law enforcement grant, there are funds available for the interoperability communications.

The next item was a review, discussion and adoption of By-Laws for Region C. A copy of the By-Laws was handed out at the meeting. These By-Laws have been revised to represent North and South. Under Article 7, committees now include schools and hospitals. The State's By-Laws were reviewed on November 1<sup>st</sup>. Region C North has not approved theirs yet because they did not have a quorum. The following changes were suggested:

Article 7-Strike 13 (the HSRT teams) and add the school districts and hospitals as 13 and 14, and add HSRT teams as ex-officio.

Article 9-Line 1, strike 13 or more and put in work with groups of disciplines and primary, line 4, change it to say and 6 to 7 will serve a two-year term. Line 8 was suggested to replace the sentence to read "once the member that has served as a primary voting member then may serve as an alternate member for a period of two years if voted by the discipline working group" so it is still up to members to decide.

A motion was made by Mr. Jones to adopt the revised By-Laws with the above changes for Region C; the motion was seconded by Mr. Dohack; and the motion carried.

The Non-Disclosure Statement and Background Check Consent forms were provided at the meeting and should be returned to Ms. Farris at this meeting.

The grant needs to be submitted to SEMA by January 31, 2007. The information needs to be provided on the priorities at the November 30<sup>th</sup> meeting so the Regional Planning Commissions can get the applications completed. Ms. Farris will find out what information she can about the 211.

Mass care trailers is on top of the priority list and the turn key operation is where the trailer is bought fully stocked and it is delivered to whatever agency is taking ownership of it. The size needs to be decided. A 6'x12' trailer, fully stocked, is priced at approximately \$8,000.

Another item that was brought up was a portable generator for each county. For a 25 kilowatt towable generator the price is \$13,080, 1 35 kilowatt runs \$16,030. There is a six to eight week lead-time for those. The 45 kilowatt generator costs \$18,855 and is in stock. A portable light tower is \$7750. The larger the generator, the more hardware is needed.

There will be a combined meeting of Region C North and South Full Committees on November 30<sup>th</sup> at Tri-County Training Center, 18765 Old Highway 66 in Pacific at 10:00 a.m. Attendance is very important. At least eight people from both North and South need to be there for a quorum.

There will be a presentation on the Elliott system at the November 30<sup>th</sup> meeting. One system per county would cost approximately \$180,819.80 for the seven counties.

There are two ways to do the ID cards. One way is the hologram which is the most secure and has a special lamination over the card, but is the most expensive. The plain

ID card is where a Polaroid camera takes a snapshot and it is laminated. This would be preferred for all counties.

The top priorities need to be identified out of 2007 funding. The following is the schedule for 2007 funding:

December 5 is the interoperable committee meeting. December 6 is the Homeland Security Advisory Council meeting from 9 a.m. to noon. The chairs and vice-chairs are invited as guest to that meeting. Directly after that meeting, the chairs and vice-chairs are to get together to discuss what is going on in their Region. During that meeting, the FY2007 investment justifications will be discussed.

Ms. Farris sent a link via email of an authorized, approved website of a list of federal approved equipment. In the medical field, if the item is perishable, these funds will not pay for it.

The communication centers with just the basics cost around \$60,000. It would probably be more realistic to entertain one for the North and one for the South instead of each county right now. The two centers would need to be identical.

A video will be provided at the November 30<sup>th</sup> meeting on a uniform tent that pops up in about 45 seconds.

SEMA is getting ready to distribute the "E" Team which is a software package which allows one to track resources and equipment. It also has GIS capability. A staff person would need to be hired to enter all the data. The guidelines do allow to hire someone of this nature under an annual contract. If the county had an "E Team", they could directly communicate with the State Emergency Management Operations staff in Jefferson City in a real time basis, provided the internet is up and running. This will be discussed with the North team at the November 30<sup>th</sup> meeting and should also be discussed with the other regions. It is possible that SEMA may not even do this.

As stated above, the next meeting will be a combined meeting of Region C North and South Full Committees on November 30<sup>th</sup> at Tri-County Training Center in Pacific, at 10:00 a.m.

The meeting was adjourned at 1:50 p.m..

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Chair