

JEREMIAH W. (JAY) NIXON
Governor

LANE ROBERTS
Director of Public Safety
Homeland Security Advisor

STEPHEN SOKOLOFF
Deputy Director of Public Safety
Homeland Security Coordinator



State of Missouri
Office of Homeland Security
Department of Public Safety

Lewis and Clark
State Office Building
1101 Riverside Drive
P. O. Box 749
Jefferson City, MO 65102

Telephone (573) 522-3007
Fax (573) 751-5399

Regional Homeland Security Oversight Chairs Committee (RHSOCC) Meeting
April 28, 2016 10:00 am
Approved August 3, 2016

The Regional Homeland Security Oversight Committee Meeting was called to order by Director Lane Roberts.

RHSOCC Voting Representatives Roll Call:

Region A (Urban).....Erin Lynch – Chair
Region A.....Jim Theisen –Chair
Region B.....Mike Kindle – Chair
Region C.....Alan Wells – Interim Chair (via Teleconference)
Region D.....David Hall –Chair
Region E.....Jeff Stackle – Chair
Region F.....Mike Rackers – Chair
Region G.....Steve Gleghorn – Chair
Region H.....Wally Patrick –Chair (Via Teleconference)
Region I.....Tabitha Stanfast –Chair

(Non-Voting Members)

St. Louis UASI.....Mike Fagan

A Quorum is present.

The meeting was also made available to members and guests via teleconference and HSIN/Adobe Connect web-conferencing

Approval of Agenda

Amendments were made to the draft minutes of February 23, 2016. David Hall stated that they did not choose for Mike Rackers to continue as Chair of Chairs because the committee believes they held elections in October of 2015. The motion was made to approve the minutes with the sentence regarding elections omitted. It was seconded by Jim Theisen and **APPROVED BY ALL.**

Approval of Minutes

The motion was made to approve the draft minutes of April 28, 2016 by David Hall. It was seconded by Mike Kindle and **APPROVED BY ALL.**

UPDATES/REPORTS

RHSOC Chair Updates

- Reports were made by all voting representatives.
- Elections of new Chair in Region C will be held on May 5, 2016.

OHS Updates: Status of Grants – Bruce Clemonds

Fiscal Years 2014 and 2015 are progressing as expected. The 2014 grant will close August 31, 2016. OHS has received 13 applications for Non-Profit – UASI funds. Fiscal Year 2016 application is completed and funding will be made specific following Old Business.

With the departure of Carrie Kiesling, Michelle Branson will be taking over Regional Grant Administration.

OHS Updates: Interoperability and Communications

FirstNet – Bob Bloomberg

FirstNet has moved forward with the release of the RFP in January 2016 and a response deadline of the end of May for interested bidders. It was clarified that the MOP3 committee will be addressing the question of public utilities using FirstNet.

MIC Updates – Bryan Courtney

- MOSWIN continues to grow as a system. It now has around 700,000 push to talk communications per week. 5 New sites have been added. Before regional entities purchase equipment, please contact the MIC to make sure purchases and installation are capable of making use of our system. The biggest future issue is the question of encryption between trunk networks. We are trying to create a standards-based encryption that will work in Missouri as well as working with our 7 surrounding states. Missouri has volunteered to be a test subject as this develops.

We have also been approved for a communications exercise to be developed.

- MoSCAP - Fifty Sheriff's Departments are now on the system and other agencies are following their example. Be careful of antennas purchased and programming to be sure they are appropriately installed and programmed. Training is being provided and gaps have been identified. The MIC will put together Standard Operating Procedures but agencies need to do their own SOPs for each discipline.

OHS Updates: MoDEX – David Fitzgerald

MoDEX is a data storage system to share and search within the law enforcement community. Software is completed and we are now moving the data. Two hundred agencies have contributed and we are working to add 24 RMS agencies and 25 jail management systems. A sharing agreement is required and MoDEX will track data access and approves justifications for each search. David asks regions to follow up with their local law enforcement agencies about using MoDEX.

OLD BUSINESS

By-Law Revision

The committee was presented with the final wording of revisions that will be voted on at the HSAC meeting at 1:30.

An inquiry was made about the potential for an individual to serve on multiple regional boards across region lines. It was clarified that an individual should only be serving in a region in which they live.

Payment to RPSs (tabled 2/23/26)

Current Motion: Raise the RPC Programming allotment from \$20,000 to \$30,000.

As a result of research, it was discovered that RPC overages are closer to \$5000 than \$10,000.

Lead RPC	FY 2014		FY 2015		FY 2016		
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Actual 2/29/2016	Projected
Mid-Missouri Regional Planning Commission	\$20,000	\$26,630	\$20,000	\$25,300	\$20,000	\$8,938	\$25,000
	<p>Notes: MMRPC only charges two employees related time, travel and 20% of audit costs towards this program. Any other applicable costs are not included in the above amounts and are not charged to this program.</p> <p>If MMRPC had more flexibility in the M&A allocation – we could probably make this work. If additional funds were allocated for regionalization – MMRPC would reduce M&A administration from 5% to 4%. In FY14 the M&A is \$14,207 plus \$3,366 (2nd round allocation).</p> <p>Work Program: Mid-MO RPC will provide administrative and organizational support for the Region F RHSOC with emphasis on the following deliverables:</p> <ul style="list-style-type: none"> • Participate in the development of Kind and Typing resources in Region F, as needed • Organize/facilitate a minimum of four (4) RHSOC quarterly meetings and other meetings as needed • Assist the RHSOC in the development of projects, inclusive of working groups, such as training, exercise, interoperability, etc • Prepare agendas, meeting minutes and maintain records for each RHSOC meeting <p>Prepare updates to disciplines with report given at quarterly RHSOC meetings</p> <ul style="list-style-type: none"> • Assist RHSOC members with all HSGP grant application processes • Provide assistance to OHS on data calls for the State Preparedness Report and maintain inventory lists • Update regional Threat and Hazard Identification and Risk Assessment (THIRA) plan consistent with the State guidelines and template <p>Oversee all THIRA working group sessions, set up/ conduct meetings, introduce and document all updates to the working committee members.</p> <p>THIRA update to each discipline will also be given at each RHSOC meeting (our THIRA committee takes care of this and we are not really involved, but would be if they asked/needed) <i>Note: We participate in THIRA meetings only-- our EMD Discipline is the Lead-</i></p> <ul style="list-style-type: none"> • The RPC shall keep the general public and specific interest groups informed about regional homeland security issues through the use of news releases, public presentations, radio programs, newsletters, and other media • The RPC shall provide a website for the RHSOC to include at the minimum: RHSOC regional logo, Calendar of events, RHSOC members, chair & vice chair with contact information, Meeting minutes, Press releases, Links to DPS/OHS, FEMA and other sites (DNR, DHSS, MSHP, SEMA, local EMDs), Brief summary of the region and priorities, List of major items and related planning/coordination initiatives, Information on website from each region will be reviewed and updated monthly • Reimbursement requests should be handled within 30 days and not later than 60 days, meeting the protocols set up by OHS and grant guidelines • Assist Region F with GIS capacity, as needed 						
Lead RPC	FY 2014		FY 2015		FY 2016		
Meramec	Revenue	Expenditures	Revenue	Expenditures	Revenue	Actual 2/29/2016	Projected
	\$20,000	\$21,919	\$20,000	\$26,460	\$20,000	\$18,132	\$27,198

Regional Planning Commission	<p>Notes: 2013-2014: Expenditures vs. Revenue. MRPC incurred a \$1,919.19 deficit in the workplan for FY 13-14, or \$2,875.24 if the uncovered expenses in M&A & Planning are considered. Uncovered expenses are reflective of the difference in the federal and OHS allowable mileage rate, indirect and travel expenses.</p> <p>2014-15: Expenditures vs. Revenue. MRPC incurred a \$6,460.25 deficit in the workplan for FY 14-15, or \$7,089.96 if the uncovered expenses in M&A & Planning are considered. Uncovered expenses are reflective of the difference in the federal and OHS allowable mileage rate, indirect and travel expenses.</p> <p>Executive Director has significantly pulled back program involvement to stay closer to budget. ED attends the quarterly chairs meeting and review press releases and reports.</p> <p>Work Program: [see attached]</p>						
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Lead RPC	FY 2014		FY 2015		FY 2016		
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Actual 2/29/2016	Projected
Southeast Missouri Regional Planning & Economic Development Commission	\$20,000	\$25,861	\$20,000	\$24,519	\$20,000	\$7,215	\$25,000
	<p>Notes:</p> <p>Work Program: <u>Application Scope of Work:</u> The RPC will provide overall administrative support, assist with asset acquisition and reimbursement, complete and maintain grant documentation, prepare bi-annual reports, assist with the completion of the regional THIRA, maintain the regional website, and assist with grant applications.</p> <p><u>Actual Scope of Work</u> Those tasks listed above in addition to:</p> <ul style="list-style-type: none"> Organize and facilitate a minimum of 4 quarterly meetings Organize and facilitate a minimum of one Budget meeting and complete corresponding Contract Adjustments Attend, participate and assist with tabletop exercise and related training, minimum 4 annually Assist with the completion of specific project applications, HS and non Assist with the scheduling of regional training and promoting attendance Process CERT training paperwork Schedule, facilitate, document and update all aspect of THIRA, a minimum of 4 meetings Perform procurement tasks - let bid, open bid, compile figures, present to RHSOC Conduit of information between Region E and OHS/SEMA, HS and non-Lead RPCs 						
Lead RPC	FY 2014		FY 2015		FY 2016		

	Work Program:						
	<p style="text-align: center;">Region D Work Program Deliverables</p> <ol style="list-style-type: none"> 1. Provide procurement services to the RHSOC. 2. Organize and facilitate a minimum of four (4) RHSOC quarterly meetings in region, inclusive of utilizing HSIN Connect, on the 3rd Wednesday of October 2014, January 2015, April 2015 and July 2015. 3. Organize and facilitate other RHSOC meetings as needed 4. Attendance/participation from the RPC at the RHSOC Chair/Lead RPC - HSAC meetings. 5. Provide administration and staffing support for the RHSOC. 6. Prepare agendas, record meeting minutes and maintain records for each RHSOC meeting. 7. Update regional Threat and Hazard Identification and Risk Assessment (THIRA) plan consistent with the State guidelines and template. 8. Assist the RHSOC in the development of Homeland Security projects, inclusive of working groups, such as training, exercise, interoperability, etc. 9. Assist RHSOC members in each region with all HSGP grant application processes. 10. Provide assistance to OHS on data calls for the State Preparedness Report. 11. The RPC shall keep the general public and specific interest groups, such as elected officials and community leaders, informed about regional homeland security issues through the use of news releases, public presentations, radio programs, newsletters and other media. 12. The RPC shall provide a website for the RHSOC to include at a minimum: <ul style="list-style-type: none"> ➤ RHSOC regional logo ➤ Calendar of events ➤ RHSOC members – chair and vice chair with contact information ➤ Meeting minutes ➤ Press releases, if any ➤ Links to DPS/OHS, FEMA and other sites such as DNR, DHSS, MSHP, SEMA and local EMDs ➤ Brief summary of the region and priorities ➤ List of major items and related planning/coordination initiatives ➤ Information on website from each region will be reviewed and updated monthly 						

South-Central Ozarks Council of Governments							
Lead RPC	FY 2014		FY 2015		FY 2016		
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Actual 2/29/2016	Projected
	\$20,000	\$31,218	\$20,000	\$25,435	\$20,000	\$	\$25,338
Notes: SCOCOG conducts the quarterly meetings, assist the applicants with the annual grant applications, provide staff time annually to update the THIRA, attend the annual SEMA conference, cover audit costs since the RHSOC \$\$ go through our books, draw the \$\$ down on the various grants, track the invoices, maintain files, etc.							
Work Program:							
Boonslick Regional Planning Commission							
Lead RPC	FY 2014		FY 2015		FY 2016		
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Actual 2/29/2016	Projected
	\$20,000	\$	\$20,000	\$	\$20,000	\$	\$
Notes:							
Work Program:							
Pioneer Trails Regional Planning Commission							
Lead RPC	FY 2014		FY 2015		FY 2016		
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Actual 2/29/2016	Projected
	\$20,000	\$	\$20,000	\$	\$20,000	\$	\$
Notes:							
Work Program:							
Mo-Kan							
Lead RPC	FY 2014		FY 2015		FY 2016		
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Actual 2/29/2016	Projected
	\$20,000	\$	\$20,000	\$	\$20,000	\$	\$

Regional Council	Notes: Local involvement has dropped as the available funding has decreased. Mo-Kan RC's primary goal is to coordinate and facilitate the quarterly meetings and complete the approved work plan, i.e. state meetings, THIRA, etc.. How could additional funds be applied? At one point, we had a professional web designer take care of our website, but now it is maintained by us... and the site is lacking. I would also have a staff person spend more time on the program. (I have decreased my role, because there aren't enough dollars to withstand fully staffing the project.) I would be happy having a contract for services. It seems we spend more time documenting how we spend the money than we do on HS activities. If this were the case, we could also buy food for the group.
	Work Program:

- David Hall moved that his current motion be removed from consideration. Mike Kindle seconded the motion and it was UNANIMOUSLY REMOVED.
- David Hall then moved that: In the Fiscal Year 2017 Grant Funds, RPCs should be allotted \$25,000. The motion was seconded by Jim Theisen. A roll call vote was taken and the movement was UNANIMOUSLY APPROVED.

NEW BUSINESS

Federal Interoperability Standards

David Hall moved that the RHSOCC recommend to the HSAC that any credentialing equipment or maintenance that is purchased with Homeland Security Grant Funds be limited to purchases that meet federal interoperability standards by Fiscal Year 2021.

- Jim Thiesen moved that the topic be tabled for further research. Tabling was seconded by Erin Lynch and UNANIMOUSLY AGREED UPON.

Fiscal Year 2016 Funding - Bruce Clemonds

- Steve Gleghorn moved the RPC allotment for FY 2016 remain at the \$20,000 level. The motion was seconded by Jeff Stackle and UNANIMOUSLY APPROVED by roll call Vote. (Note: Region C Alan Wells was no longer available for voting)

Bruce explained the proposed "Training" total of \$125,000 reflects an accurate prediction of expenditures beginning in 2016.

- Mike Kindle moved that \$125,000 be allotted for training. Steve Gleghorn seconded the motion and it was UNANIMOUSLY APPROVED by roll call vote.

Bruce introduced Merrell Breyer from the Missouri Department of Agricultural who requested \$30,000 funding for travel and multistate training in Agricultural Security.

- Jim Thiesen called the question to approve the traditional allocation of the funding formula without the \$30,000 requested by Agriculture. The motion was seconded by Tabitha Stanfast and the motion was UNANIMOUSLY APPROVED by roll call vote.

The funding formula was applied resulting in the following grant allotment for each region:

Region Totals	
Total Weight %	100
A (Urban)	\$ 600,781.39
A (Rural)	\$ 121,833.46
B	\$ 178,772.77
C	\$ 122,398.38
D	\$ 366,327.97
E	\$ 133,428.09
F	\$ 247,698.72
G	\$ 105,422.77
H	\$ 116,200.64

I	\$ 68,935.82
Totals	\$2,061,800.00

- Mike Rackers moved the grant division of fiscal year 2016 be approved as presented. Jim Thiesen seconded the motion. A roll call vote was taken with UNANIMOUS APPROVAL.

Grant Management Personnel

- Mike Rackers moved for resolution that the RHSOCC express their appreciation to Bruce Clemonds upon his retirement. The resolution passed via UNANIMOUS ACCLAIM.
- Mike Rackers moved for a vote of confidence in Joni McCarter to replace Bruce Clemonds as the head of Homeland Security Grants. The motion was seconded by Jim Thiesen and APPROVED via acclamation.

Inventory Assessments - Missouri Council of Governments

Inventory Assessments will include equipment purchased with Homeland Security Grant Funds as well as other funding. The RPCs are working on these assessments now. Tom Stiefferman at SEMA is involved and the information can be accessed through WebEOC.

OPEN DISCUSSION

Missouri Information Analysis Center – Paul Kennedy

- The MIAC is offering their first ILO Conference on May 12th. There is also training happening May 3rd in St. Francois County and July 14th in Carthage.
- Zone Terrorism Officers met on April 20th and had approximately 140 attendees.
- The MIAC had started a Biosecurity Working Group of approximately 50 members from public and private entities. Their mission will be to address man-made and natural threats in biosecurity. The group will next meet on June 8th at the St. Louis FBI facility.
- An ISIS recruiter was recently arrested in Buffalo, MO.
- Germany Nuclear Plant cybersecurity breaches have helped to shine a light on what may be vulnerabilities in our area.
- Region A areas have seen an uptake in activity from Outlaw Motorcycle Gangs.

Agriculture and Food Sector Meeting – Merrell Breyer

- There are many of similarities in our systems and a significant need to diversify in order to limit threats.
- We have no immediate threat, but believe droughts are coming. If we can feed those who are starving in the world, we foster a positive relationship that can combat terrorism recruitment.
- While food production seems secure, threats can materialize before and after production facilities and must become a consideration for the security of our food supply.

Personnel

Erin Borgmeyer was introduced as the new clerical assistant for Homeland Security Grants. The Fire Mutual-Aid position is vacant at this time but will be re-filled.

Future Meetings

Our next meeting will be August 3, 2016.

Adjourn

A motion to adjourn was made by Mike Kindle; seconded by Mike Rackers then **APPROVED BY ALL**.