



Region C RHSOC Meeting Minutes

July 6, 2016, 10:00am

Eureka Fire Protection District House No. 1

4849 Highway 109

Eureka, MO 63025 (636) 938-5505

Conference Number: (641) 715-3580, Access Code: 347-980#

Adobe Connect: <https://share.dhs.gov/crhsoc/>

- **Call to Order and Opening Comments:** RHSOC Chair, Mike Cherry; called the meeting to order at 1005.
- **Roll Call:** RHSOC Chair, Mike Cherry; called the roll. There were 9 voting members present so a quorum was obtained. There were 25 total in attendance at the meeting. A **sign-in sheet** is part of the meeting package.
- **Motion to Accept Agenda:** RHSOC Chair, Mike Cherry; called for a motion to approve the agenda. Sheriff Korte so moved and was seconded by Barbara Miller. The motion carried by acclamation with no dissenting votes.
- **Motion to Approve Minutes of May 24, 2016 Peer Review / THIRA Meeting:** RHSOC Chair, Mike Cherry; called for a motion to approve the Minutes of the May 24, 2016 Peer Review / THIRA Meeting. A motion was made by Ralph Hellebusch and seconded by Jim Sutterer to approve the Minutes as submitted. The motion carried by acclamation with no dissenting votes. The **May 24 minutes** are attached as part of the meeting package.
 - **Seating Discussion:** Barbara Miller pointed out that the By-Laws committee will recommend that the primary members of the RHSOC should sit in a group by themselves as is done by most boards and commissions. She requested that this be done now. At this point, the membership changed seating to remain in groups of primary and alternate/guests. Mark Cunningham stated that if this is the desire of the RHSOC, he will arrange seating accordingly in the future. At the request of the Chair, Mark Cunningham will prepare tent cards for each primary and alternate member. The Chair also requested that primary members notify alternate members to sit in for them when the primary is not able to attend the meeting.
- **Flow-Down From State Agencies**
 - **OHS** – Michelle Branson reported for OHS. She reviewed the status of the FY14 and FY15 grants which follows the summary provided by Mark Cunningham. The FY16 applications are all out for correction. This year this budget lines in WebGrants will be ready for the grant award occurs. Michelle also provided printed copies of Bryan Courtney's MOSWIN report.
 - **SEMA** – Derek Lohner – No Report
 - **MOSWIN** – Bryan Courtney – Bryan provided a **written report** which is part of the meeting package.
 - **FirstNET** – Bob Bloomberg – No Report
 - **THIRA** – Scott Davis – No Report
 - **Others?** – None

- **Reports**

- By-Laws Committee Report – Hank Voelker and Mike Daniels reported for the committee. The committee recommends that the RHSOC follow Article 9 of the By-Laws as written and that all current elected primary and alternate positions remain in place throughout this year and next year. That is to say, the north and south will not alternate each year. There is no revision required to the By-Laws. In addition, it is the recommendation of the committee that the primary (voting) members sit in a group to facilitate meeting decorum and record keeping and identification of voting members. Sheriff Korte made a motion that Region C follow Article 9 of the By-Laws and that those members currently filling the positions remain in place for the remainder of this year and the next with no south/north switch each year. Ralph Hellebusch seconded the motion. The motion carried with Barton, Sutterer, Daniels, Hellebusch, LaFave, Weseman, Nacke, and Karl all voting AYE. Korte voted NAY. ***This motion effectively negates the RHSOC's decision at the April 27, 2011 meeting to switch primary and alternate positions.*** Ed Karl asked what the point of alternating primary and alternate members each year. The Chair stated that the rationale was to balance out the imbalance in membership and to reduce the number of members required for a quorum.

- **Old Business**

- Review FY14 and FY15 Project Balance Sheets – Mark Cunningham reviewed the balance sheets. The **balance sheets and summaries** are part of this meeting package.
- Other Old Business? The Chair stated that when he listens to the MOSWIN radio check which Mike Daniels runs the second Friday of each month at 0900 many agencies are not represented. He asked why this may happen. Mike stated that we should communicate proper talk groups and the test dates. Mike agreed to provide information on this to Mark Cunningham for distribution to the RHSOC.

- **New Business**

- 2017-2019 Training and Exercise Planning Workshops (TEPW) – Jack Raetz and Sarah (Jessica) Brockes Miller did a brief presentation on the TEPW process.
 - The RHSOC must review the **Core Capabilities spreadsheet** (part of the meeting package) and choose 4 or 5 for Jack to create a cross-walk for. Region C ranked all 32 capabilities.
 - Jack next discussed the **training course list document** that shows the Emergency Management Courses and Consortium Courses available for the region to choose.
 - Jack will use the core capabilities the RHSOC selected to build a **Cross-Walk document** that lists the specific Emergency Management Courses and Consortium Courses that address those Region C's core capabilities. The cross-walk will be returned to Mike Cherry/Mark Cunningham and distributed to the RHSOC early the week of July 11. Each primary and alternate member of the RHSOC will have until July 31 to select the courses they believe the region should have available. Mark Cunningham will compile the course votes and send the results to Jack Raetz for scheduling.

- Sarah explained that in the past, the Exercise Officer would flow exercises down to the RHSOCs. This year, she wants the RHSOCs to tell her what exercises are required so she can plan accordingly. Sarah said she will facilitate a working session with a training and exercise team from the region. Suggestion was made by Emma Epplin-Birdsell that Region C exercise Mass Casualty and Mass Fatality up to a full-scale exercise. Sheriff Korte stated that Pike County was working on an active shooter mass casualty/mass fatality exercise, so they would be interested also. The Chair suggested that the region select their top 5 core capabilities for training. The Chair also stated that he felt training for Mass Casualty should include animal rescue and sheltering. Jack stated that training is available for pet rescue.
 - The Chair suggested that Region C select the top 5 core capabilities for training to be built around. Mike Daniels moved that Region C select the top 5 on the list plus Fatality Management. The motion was seconded by Barbara Miller. The motion passed by acclamation.
 - The RHSOC nominated the following to serve on the planning team; Emma Epplin-Birdsell (EMA), Genevieve Weseman (PH), Andy Binder (LE), Barbara Miller (PH), Doris Coffman (PH), and Felix Meyer (FS) who will represent the RHSOC for exercise purposes. Sarah will set up the meeting and facilitate it.
 - The Chair asked if this planning session will include the Urban Region C organization. Sarah said they will be invited to participate if they wish.
- **Other Business as Necessary/Open Discussion:** Hank Voelker stated that he has a person who runs a pet boarding/grooming business who wants to volunteer on the RHSOC for the purpose of helping create a pet rescue plan for the region. There is currently no open volunteer position however, Mark Cunningham will call the person, Trish Riney, and invite her to participate by attending the meetings. The idea is that the RHSOC can learn about animal rescue issues BEFORE we invest in animal shelters and trailers.
- **Future Events**
 - State-Wide Mass Casualty Exercise – August 22 – 25 with August 22 being the Region C URBAN/NON-URBAN exercise which will consist of a table top exercise in the morning with an afternoon walk-through of an scenario. Sarah said the evacuation plan is what is being exercised for earthquake. Be sure to register as soon as Sarah sends the invitation. Mike Daniels expressed concern that Warren County has been left out because I70 is not an evacuation route. Sarah said she will get Mike invited to the next evacuation planning meeting.
 - RHSOC Fall Meeting - October 5 at 10am in Eureka House 1.
- **Motion to Adjourn:** A motion to adjourn was made by Sheriff Korte and seconded by Mike Daniels. The meeting was adjourned at 1120.