



**Region C RHSOC Meeting Minutes**

**January 4, 2017, 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 1003.
- **Roll Call:** The chair called the roll and a quorum was established. There were a total of 26 voting members and guests present.

**Voting Members**

Discipline	Seat	Name
911	Primary	
	Alternate	
County Commissioner	Primary	Jim Sutterer
	Alternate	
Emergency Management	Primary	
	Alternate	Hank Voelker
Emergency Medical Services	Primary	Ralph Hellebusch
	Alternate	
Fire Chief	Primary	Felix Meyer
	Alternate	
Public Health	Primary	
	Alternate	Barbara Miller (Phone)
Hospital	Primary	
	Alternate	
Mayor / City Administrator	Primary	
	Alternate	
Police Chief	Primary	Don Nacke (Phone)
	Alternate	
Public Utilities	Primary	
	Alternate	
Public Works	Primary	
	Alternate	Mark Brown
School	Primary	Alex McCaul
	Alternate	
Sheriff	Primary	Stephen Korte
	Alternate	
Volunteer Organization	Primary	
	Alternate	
RHSOC Officers	Chair	Mike Cherry
	Vice Chair	Alan Wells

**Guests**

Name	Agency
Derek Lohner	SEMA
Justin Sheppard	Pike County Commission
Robert Bach	Ste. Genevieve County Health Department
Steve Bessemer	SEMA
Emma Epplin-Birdsell	Lincoln County EMD
Nick Goeke	SEMA
Matthew Luetkemeyer	DFS
Michelle Branson	OHS
Kevin Virgin	OHS/SEMA
Frank Wideman	University of Missouri
Linda Doerge	St. Francois County Public Health
Mike Ruddy	Missouri DNR
Chad Eggen	Boonslick Regional Planning Commission
Mark Cunningham	Boonslick Regional Planning Commission

- **Motion to Accept Agenda:** RHSOC Chair, Mike Cherry, entertained a motion to accept the agenda as submitted. Stephen Korte offered a motion to approve the agenda as submitted. Felix Meyer seconded the motion. The motion carried by acclamation with no dissenting votes.
- **Motion to Approve Minutes of October 5, 2016 Meeting:** RHSOC Chair, Mike Cherry, entertained a motion to approve the minutes of the October 5, 2016 meeting. Hank Voelker offered the motion which was seconded by Stephen Korte. The motion carried by acclamation with no dissenting votes.
- **Flow-Down From State Agencies**
  - **OHS** – Michelle Branson presented the January 2017 RHSOC Quarterly Update, the Anticipated 2017 Grant Timeline, and the Office of Homeland Security Monitoring: What to Expect document. These documents are part of this package.
  - **SEMA** – Steve Besemer said he sent the Emergency Management Directors a newsletter yesterday. Please pass on training course information. STARRS is doing a NIMS training session for elected officials in Non-USASI locations. Contact Dale Chambers at STARRS. Mike Cherry cautions to double check on training costs before scheduling. Earthquake awareness month coming up in February.
  - **MOSWIN** – Bryan Courtney presented the Missouri Interoperability Update which is part of this package.
  - **FirstNET** – Bob Bloomberg presented the FirstNET update which is included with the Missouri Interoperability Update presented by Bryan Courtney. New director of Public Safety is Drew Juden.
  - **THIRA** – Scott Davis updated the RHSOC on THIRA and suggested that the RHSOC not begin working on the 2017 THIRA update until such time as definitive direction is provided through him. New capability targets are coming this year. Need to review our desired outcomes with the state’s. Will also need to look at the four steps again and update content of threats and review impacts. Mark will resend the package to team. Let Mark know if you need a copy.

- **Others?**
  - **Mutual Aid** – Matthew Luetkemeyer introduced himself as the new Mutual Aid Coordinator for statewide fire mutual aid. Currently registering fire departments.
- **Committee Reports**
  - As appropriate – No report was received
- **Old Business**
  - FY15 and FY16 Project Balance Sheets – Mark Cunningham reviewed the 2015 and 2016 balance sheets. The 2015 projects are 71% spent with \$8,000 remaining in the CERT trainer project and about \$9,800 remaining in CERT supplies. Approximately \$22,572 remains in Work Plan and M&A for Boonslick RPC. Mark reminded the RHSOC that all grant funds must be expended by August 31 of this year and that any reallocation of funds must be identified to him by the end of January so that a spend down plan can be submitted to Michelle Branson by March 1. Mark reported that FY16 is 13.5% spent with Badging complete and Command Center refurbishment in work. The balance sheets are part of this meeting package.
  - Risk Assessment Questionnaires and Sub-Award Agreements – Mark Cunningham reviewed the new requirement for Boonslick to obtain signed Risk Assessment Questionnaires and Sub-Award Agreements from each sub-awardee.
  - Other Old Business? - No additional old business.
- **New Business**
  - Animal Shelters / Trailers – Trish Riney. This was tabled until April meeting. Barbara Miller will contact Trish and ask Trish to call Mark regarding meeting.
  - Replacement for Brad Barton, Washington County 911 – A discussion ensued regarding Brad's replacement who has not yet been named. Sheriff Korte stated that Curt Mitchell, a Pike County Commissioner, was not re-elected, with Justin Sheppard taking his seat. A motion was made by Stephen Korte and seconded by Ralph Hellebusch to replace Curt Mitchell as alternate County Commissioner with Justin Sheppard. The motion passed by acclamation with no dissenting votes. It was also stated that Al Sullivan, the alternate Volunteer Organization person, has retired so that position needs to be filled. Mark Cunningham reported that Guy Gevers, the Primary Public Utilities representative would like to be relieved of his position. Bob Bach said he would find out if Bill Everett, Hospitals, plans to fulfill his term. After some discussion it was decided that Mark will prepare a list of vacancies that will be made part of this package so that nominations can be received at the April meeting. Mark will also contact Guy Gevers to obtain a resignation letter.
  - Review 2016 Attendance Records – Chair Cherry reviewed attendance records back to 2013. The records show a significant number of RHSOC members are not meeting the minimum requirement of attendance of at least 50% of the meetings. Alex McCaul stated that he attended two meetings during 2016 so his name from removed from the list and the record corrected. After some discussion, the

RHSOC decided that Mark will add the attendance record to the meeting minutes and members who are not attending at least two of the four quarterly meetings will be reminded of the requirement. In addition, each agenda will contain the cell phone numbers for Mike Cherry, Alan Wells, and Mark Cunningham should you need to contact someone if the dial-in number doesn't work.

- HSAC Rule Regarding Splitting North/South Language – Chair Cherry stated that he was told by the HSAC during their last meeting that Region C will not be organized into North and South areas. This met with no resistance from the RHSOC who further agreed that there is no longer a need to select discipline representatives to alternate between North and South so going forward, members will be elected to disciplines “at large”, with consideration made to assure a reasonable balance in representation between the North and South.
- Region E Request to Provide Assistance to Perryville/Perry County – Chair Cherry brought to the RHSOC's attention a request from Region E Chair, Jeff Stackle; asking that Region C be notified that Region E resources will be used to support Perryville and Perry County during solar ellipse events in the region. The RHSOC agreed that Mike Cherry should draft a formal note to Region E thanking them for support and that Hank Voelker will formally request mutual aid through the State EOC in order to assure the approved process is followed.
- Other New Business – There was none
- **THIRA Work Session – RHSOC Team**
  - Review current THIRA and update as necessary – Scott Davis lead the RHSOC through a review of the 2017 THIRA materials and offered a suggestion that the RHSOC approach the update by discipline. Scott agreed to provide a matrix of core capabilities by core disciplines to Mike Cherry and Mark Cunningham by COB on January 13. This list will be sent to the RHSOC so that only cognizant disciplines need to work individual capabilities.
  - Schedule Follow-up meeting to review and approve changes – Meetings will be coordinated and scheduled pending April Meeting.
- **Other Business as Necessary/Open Discussion:** There was no additional discussion
- **Future Events**
  - RHSOC Meetings; April 5, July 5, and October 4.
- **Motion to Adjourn:** RHSOC Chair called for a motion to adjourn. The motion was made by Stephen Korte and Seconded by Felix Meyer. The meeting was adjourned at 1219.

Submitted by:

Mark A. Cunningham, Planner

**Boonslick Regional Planning Commission**

*Region C Homeland Security Oversight Committee (RHSOC)*

*Hazard Mitigation Planning / Wheels To Work Revolving Loan*

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