



**Regional Homeland Security Coordinating Committee (RHSCC)
September 1, 2009
Meeting Summary**

Members Present

Rich Noll, City of Kansas City Missouri, (Co-chair, RHSCC)
John Callahan, Smithville Fire District, (Co-chair, Training & Exercise Subcommittee)
Richard Carrizzo, Southern Platte Fire Protection District
Nick Crossley, Johnson County Emergency Management
Robert Rocha, Kansas City, KS Fire Department (Co-Chair, Program/Project Measurement Task Force)
Richard (Smokey) Dyer, KCMO Fire Department, (Co-chair, Policy Subcommittee)
Bill Ebel, City of Overland Park APWA
Rita Hoffman, City of Olathe
Gil Glass, MAST Ambulance
Larry Jones, Independence Public Health Department (Co-chair, Public Health Subcommittee)
Chuck Magaha, Leavenworth County
Juan Alonzo, alternate for Gary Mallory, Cass County Commissioner
Mark Owen, Platte County Sheriff's Office
Dan Robeson, Johnson County Emergency Management, (Chair, MEMC Subcommittee)

Chairs/Co-Chairs

Adam Crowe, Johnson County Emergency Management, (Co-chair, RAPIO Subcommittee)
Mike Curry, Jackson County, (Co-chair, Program/Project Measurement Task Force)
Tom Dailey, Independence Police Department, (Co-chair, Law Enforcement Subcommittee)
Jesse McLendon, North Kansas City Police, (Co-chair, Interoperability Subcommittee)
Carolyn Wells, Liberty Hospital, (Co-chair, Hospital Subcommittee)
Dwight Purtle, Johnson County Emergency Communications, (Co-chair, Interoperability Subcommittee)
Keith Shaw, JOCO AIMS, (Co-chair RAPIO Subcommittee)

Guests

Bob Baer, Gladstone Police Department
Maureen Burke, SEMA
Kevin Cluskey, Wyandotte County Health Department
Hank DuPont, Overland Park Fire
Michael Hasty, DPS Gladstone, MO
Bob Kolenda, KC TEW
Mike Latta, William F. Lawson, Business Executives for National Security
Bonnie Martin, Kansas City Health Department
Norman Onnen, Infargard
Bryon Price, KC Police Department
John Thigpen, KCMO Water Services
Joe Salomane, KCMO
Sandra K. Schiess, Independence Fire Department
John Spencer, Lee's Summit Fire Department, (HSRS Representative)
Bob Wynne, KC Police Department

MARC Staff

Christine Allen, Emergency Services

Erin Lynch, Emergency Services

Keith Faddis, Public Safety

Kristine Martin, Emergency Services

Marlene Nagel, Community Services

Justin Sorg, Emergency Services

1. Welcome and Introductions

Co-chair Rich Noll opened the meeting and self introductions were made.

- 2. Terrorism Early Warning (TEW) Threat Update – Mr. Bob Kolenda** –Mike Wilson has transferred to the KC TEW to coordinate the Asset Protection Response System (APRS) and Critical Infrastructure Key Resources (CIKR) project. These initiatives became the responsibility of the TEW as of today. APRS version 1 was launched on August 15th. Version 1.5 is coming soon and will have a GIS feature and version 2.0 has a target of March 2010.

Incidents are happening around the country involving recruiting stations and military installations. Last week, there was an arson at the Oklahoma Military recruiting station. There was an incident at the Kansas City National Guard where some vehicles were vandalized. There were a couple of shootings at military recruiting stations. With schools back in session, there is a tendency for threats against schools to occur. In San Mateo, CA, a former student came to the school with ten pipe bombs. After detonating two, several teachers were able to detain the former student until the authorities arrived.

H1N1 – Mr. Jones – The vaccine is not here, but they are receiving reports that the flu is and seeing an increased number in the metro. He thanked the Citizen Education Committee for assisting them with a TV advertisement. The draft ad was shown. On September 14th, there will be a meeting at MARC with the bi-state area schools representatives, to make sure everyone is on the same page, knows how it is going to work, and to be able to share how it is working. There have been meetings with metropolitan area physicians. Shots will be given as soon as the vaccination arrives. The priorities for this flu are different from the normal flu: 1) pregnant women, 2) caregivers of 6 months or younger, 3) health and emergency workers (those in hospitals, ambulance workers and those that respond to medical calls), 4) 6 months – 24 years old, 5) 25-64 that have a chronic illness. The Public Health Committee asked those with websites containing information on H1N1 to link their websites to the Preparemetrokc website www.Preparemetrokc.org; so that this website would have accurate/updated information. Chair Noll asked about given the different priority groups and what was being done to notify seniors since seniors are traditionally vaccinated first. Per Mr. Jones, one of the things they are working on is having the vaccine given through physician offices and partnerships and not a mass vaccination at the Health Departments. Information from the CDC will be distributed through physician offices explaining to the older population why the vaccine is being distributed as it is and hopefully on preparemetrokc's website. Chair Noll ask what is known about the lethality of H1N1 now as compared to the spring. Mr. Jones shared that so far it has not changed much. They are expecting that it will be worse than the regular flu. Testing showed that if a person had the flu and H1N1 at the same time they would be really sick. They are emphasizing: washing your hands, taking care of yourselves...staying home if you are ill, staying home 24 hrs after you are off any medication to keep the fever down. Need to have plans in place as to how you are going to work short staffed, especially government employees. They are asking that anti-virals be used

judiciously. September 21st will be the exercise for the regular flu shots. Kansas City, Mo had been giving some shots, but other areas are still awaiting their supplies.

- 3. Review of and vote on RHSCC Co-chair 2009 UASI Budget Recommendations – Chair Noll/Chief Dyer/Ms. Lynch** - Chair Noll reviewed that we received an award of \$7.9 and the subcommittees had been working to get our budget amount to match the amount awarded. A copy of the recommendations had been emailed out previously and was provided with the handouts. The budget supports over twenty prevention, protection, response and recovery initiatives making investments in planning, equipment, training and exercises. Director Crossley made a motion to accept the recommendations. It was seconded by Chief Dyer and the motion passed.
- 4. Planning for UASI 2010 – Chair Noll** – He reported that there was discussion at the Policy Committee and the Co-chairs meeting on the 2010 application process. It was agreed that including cost share and multi UASI investments strengthened the overall application. It had been recommended that a capability assessment be undertaken prior to the 2010 application process and that we should modify our approach to budgeting during the application process.

Chief Dyer reported that at the Policy Committee meeting and the Co-chair meeting the idea of developing a base budget based on 10% below the target amount and a provisional budget up to the 10% over the targeted amount was discussed and is being recommended. Each committee would be asked to prepare their base budgets at a level of 10% below the target amount (Realizing that this probably would be a realistic approach to what the region may receive.) and then a provisional budget at 10% above. The details of the process have not been finalized but the approach is intended to streamline the process. He indicated that the region would continue to prepare an application for the full amount potentially available.

Another activity the co-chairs agreed to undertake was a capability assessment to gauge the regions progress towards achieving the target capabilities. This would assist us in the planning of the 2010 application and reporting and would be an opportunity for identifying gaps in preparedness. He felt that the only challenge would be the time commitment required by our participants/committee members to do this assessment. Ms. Lynch added that the capability assessment data would be used in reporting to DHS/FEMA. Reporting must be done on the 37 target capabilities and on the activities associated with each target capabilities on a scale from 1 – 10. Chief Schiess asked if the 10% would be applied for one investment or multiple investments. Chief Dyer shared that it may be more than one area, but what the Policy Committee discussed was if there was a particular issue or issues facing us, funds would be allocated to address that. He shared that if this approach had been used for this year, we may have used the funds for H1N1. This would be contingent on being awarded funds above the 10% below target figure. Ms. Lynch added that some of this would be driven by the capabilities assessment, but the thought was to plan on the lower amount likely to be received and then determine if additional funds are received priorities for use. Mr. Evans asked if there was any discussion on sustainment and if we have a clear picture of how to keep everything going. Chief Dyer said that there had been a discussion on this and that the target capabilities assessment should help identify this. He did not feel that there was a clear picture of the exact amount at this time and this he believes sustainment is a policy decision. Ms. Lynch added that there was an attempt to get a better insight on the cost around sustainability in the 2009 application. Some of the questions that were asked on the revised budget proposal asked to identify the cost and what constitutes sustainment. Chief Dyer mentioned that next year there will be work centered on capturing cost sharing. It is felt that Homeland Security looks at cost sharing in a very narrow way. He asked Ms. Lynch to explain cost sharing for the UASI program. She shared that for an expense to

count towards cost sharing it must be an eligible expense under the program which is limiting. She noted cost sharing was an option for the first time in 2009. Now that the awards have been announced, they have not provided any information on how this cost sharing will be tracked. At a meeting she attended recently, it was advised that another state received their award notification and was asked to bear the entire cost of cost sharing even though they only received a percentage of what they asked for. She believes the state is still trying to figure out what they are expecting and what the implications are for us. We have asked for clarification from our DHS Analyst to make sure that we are not held accountable for the full amount of cost sharing that we put in our application since we did not received the full requested amount. We did receive bonus points for having cost sharing and would recommend that where it makes sense to continue to have cost sharing in our applications. At the After-Action Conference clarification on cost sharing was a major theme.

5. **Review of and vote on Policy Committee’s Recommendation on programming of 2009 MMRS funds – Chief Dyer** –These funds account for \$311,584.37. The Policy Committee recommended that the MMRS funds be used to continue to support planning and personnel staff at MARC working to develop and enhance regional capabilities for response to mass casualty incidents, to ensure we meet the grant deliverables, continue support to the Medical Reserve Corp and maintain our MMRS capabilities through equipment, training and exercises activities and investments. (Handout of the budget breakdown was provided.). The policy Committee also recommends continuing to utilize the MARCER Committee as the oversight committee for the MMRS operational funds. A motion was made by Mr. Jones to accept the recommendations and seconded by Mr. Magaha. The motion passed.
6. **Regional GIS Application: Emergency Management Situational Awareness Map – Mr. Parr and Mr. Shaw** –EMSAM, an UASI funded project through the GIS Subcommittee, is a mapping application that provides a common operating picture for mapping throughout the region. It was designed to be simple to use and to have focused functionality. Mr. Shaw demonstrated the tool and noted that you can use Bing or Yahoo maps. The system is set up with a quick Plume modeling. The system has the capability to create a PDF report of the Plume that can be emailed. These reports are saved on the server and if you misplace the copy, Mr. Parr or any member of the GIS Subcommittee should be able to retrieve a copy. Their Subcommittee will work with the jurisdictions that would like to have access to this system. Mr. Parr plans to go onsite with GIS and emergency service managers and anyone else that wants access to EMSAM to assist them through scenarios and with how to use the system. An account will be set up for those interested in using the system. There are four types of reports this system can create 1) damage assessment 2) demographic 3) hazardous material and 4) critical facilities report. They are planning on coordinating with the TEW on the critical facilities information. Mr. Curry asked if you would be able to copy and paste information into another system and right now you cannot, but you can do a PDF map.
7. **Regional Coordination Guide (RCG) Presentation** – (In Captain Lynch’s absence, Ms. Lynch briefed on the RCG)

The Regional Coordination Guide is designed around a base plan and a number of emergency support functions. Phase 1 has been completed through the efforts of a number of SME workgroups and with oversight from the Plans Subcommittee. The Guide describes how regional coordination may be initiated, how information may be exchanged, how available resources are identified and shared and how common messages may be developed. A very brief overview was provided of the base plan, ESF 1, ESF 5, ESF 6, ESF 7, ESF 12 and ESF 15. Ms Lynch stressed the value of the

process not only the document. The dialog amongst the stakeholders along the way was the key to reaching agreement on process and mechanisms and to identify differences and challenges. She noted that this guide has no authority except for the authority that is giving to it by this group. She noted that the Regional Coordination Guide recognized the authority of the jurisdictions LEOPs. The Regional Coordination Guide will provide access to resources purchased through regional homeland security funds that may augment local resources and includes strategies for allocation and decision making on scarce resources when multiple jurisdictions are impacted simultaneously.

This Guide also helps to support the Kansas City region's Strategy Plan to ensure the KC area (eight-county urban area) has the capabilities in place to plan, prevent, protect, mitigate and respond to a large disaster. In the regional coordination guide, the committee tried to capture: what resources had been purchased through the urban grants and other regional grants, what their capabilities were and how to request it. She noted that they are still working on validating this particular information and asked that when reviewing this document the Co-chairs give special attention to this section and notify staff with any changes or updates. Mr. Sorg showed how to use GIS to show the regional shelters in the RCG.

The Plans Subcommittee would like to get review and comments regarding Phase 1 to finalize it and make it available as a tool. They are in the process of moving on to Phase 2 and asked for subject matter experts to assist with this work. Phase 1 includes ESF 1-Transportation, ESF 5-Emergency Management, ESF 6-Mass Care, Housing & Human Services, ESF 7-Resource Management, ESF 8-Health & Medical, ESF 12-Energy and Utilities, ESF 15-Emergency Public Information. Phase 2 includes ESF 2 – Communications; ESF 3 – Public Works, ESF 4 – Firefighting, ESF 9 – Search and Rescue, ESF 10 – Hazardous Materials, ESF 11 – Agriculture and Natural Resources, ESF 13 – Public Safety, 14 – Long-Term Recovery.

An email will be sent out with a link to the RCG for everyone to review. Then, at the next full RHSCC meeting, the committee will be asked to officially endorse the Guide.

8. Subcommittee/Regional Committee Reports

MEMC – Mr. Robeson

Chair Robeson shared that this will be his last meeting as MEMC chair and Vice Chair Deputy O'Neal would be assuming the Chair position. They will be voting on their Vice Chair at their September meeting.

WebEOC – Mr. Robeson – He reported that they had recently meet with the Program Project Measurement Task Force and there were no significant changes right now.

Citizen Education – Captain Owen

Their television ad was shared. They are focusing on partnering with Public Health regarding the H1N1 situation.

Interoperability – Major McLendon

Working on RAMBIS and the walk the through with Motorola has been scheduled. The training video was being filmed, the SOP has been approved and they hope to share this system soon.

Training & Exercise – Chief Mason

Committee is working towards their planning workshop and is seeking input. If you hear from Ms. Martin, Ms. Elsas or Ms. Woodbury regarding input please respond.

Hospital – Ms. Wells

They have a hospital evacuation exercise scheduled for October 13th

Public Health – Mr. Jones

Recently had training for the new disease surveillance system. The first two phases are done and they are now working on the third phase.

RAPIO – Mr. Shaw

They are in the process of establishing a subcommittee or task force to focus on the public information piece and helping identifying more products that can be used. Working on a workshop in January which will focus on the impact of social networking with the media on emergency preparedness and response which will be open to the RHSCC- not just communication individuals, but operational individuals as well.

HOAFC – Chief Dyer

Reported on the Bayer response and because multiple entities and hazmat teams responded they had been informed that the National HazMat Fusion Center wanted to come in and do a review of the incident and lessons learned.

Program/Project Measurement Task Force – Chief Rocha

As reported early, their committee conducted a preliminary review of WebEOC. Mr. Curry and him will attend a meeting on September 4th with MARC staff to discuss the capability assessment and looking at DHS's Cost to Capabilities process. On September 17th, he will attend an exercise at Clay County where they will be using the MedPods system.

HSRS – Chief Spencer

The State HSRS Committee has not met since June. From what they have been told, it is believed that the responsibilities are being divided into three parts 1) Fire Marshall - Operations 2) Administrative-Dawn Warren and MERC Commission 3) Homeland Security-Paul Fennewald. It is unsure how this is going to work until they have a meeting. The dispersment of the equipment from Johnson County is ongoing. One trailer will go to Kansas City KCPD bomb & Arson and another to Lee's Summit.

Maritime Security – Captain Owen

The vendor is almost done with the draft port mitigation plan and it is anticipated that there will be a need to revisit some sites to make sure the sites in proximity are taken into account in the plan.

LEPC – Captain Owen

The LEPC Region VII conference was here last month and our regional LEPC won the Large Community Award for Missouri. He thanked the volunteers that helped with the BBQ dinner that was hosted by our region's LEPC which went very well. There was a slide show that showcased things to do in the Kansas City area that was also well received.

- 9. Report on Current Regional Homeland Security Activities/grant administration not addressed above – Ms. Lynch** - She shared the grant summary sheets are used as a tool to share with the RHSCC progress being made on a variety of grants supporting homeland security measures. She reported that the '05 Urban Area Grant was no longer on this report as the funds had been expended. The grant closes September 30th. The ASPR and CRI grants have also closed since the Committee last met. The work in the ASPR grant was for Region A Missouri and assisted the hospital community with planning and equipment investments and training and exercise. The focus of purchasing is now on UASI 06 with 92% obligated. This grant ends in December 2009 and staff will be reaching out to project leads regarding the remaining funds. There is a chance that these funds will not be expended by the end of this year and it is likely that we will seek an extension for this grant due to the timeline of communications projects. '07 & '08 UASI information was included in the summary. Local officials and staff are aggressively purchasing and working on these projects. She asked the point of contacts to review the project narratives and if they saw something that did not look correct to let staff know. She asked those that had suggestions on how to make this form more useful to please let her know.

The purchasing plan was also included in the packets to remind everyone of when the '07 & '08 purchases were scheduled to be made. She asked that they reviewed it and if they had questions to

contact her. For 'UASI 09, the staff will be reaching out to the committees for the additional information required in order to set up the 09 budget in the state system. The goal is to have the budget set up and approved by end of the year.

Ms. Lynch asked Ms. Martin to share information regarding EHP. EHP is an emerging requirement from FEMA/ DHS. Ms. Martin shared that the environmental planning & historic preservations requirements which DHS is under ensure that their grant programs comply with environmental law as well as historic preservation laws. The guidance that MARC has received as a grantee is emerging. Some of our grant activities will require an EHP review process. It is expected that an information bulletin will be sent soon to clarify process. Staff is looking at what projects may be impacted while waiting on guidance from DHS. On the AEL (authorized equipment list) there are indicators warning that some purchases may be subject to EHP review. The list includes computer equipment, servers and many other things. When DHS provides guidance, it is believed a number of items will be excluded from the process, but in the interim, it may take longer to process a purchase because justification has to be submitted on why a purchase does not do any environmental harm or impact any historical structure. This will be an extra step until we know what Homeland Security's formal process will be and the support they will provide to grantees. If you are asked for some additional information about the purpose or where something will be located, it is in conjunction with this requirement.

10. Other Business

11. Next Meeting: November 3, Full Committee

Handouts:

Agenda

July Summary

Flyer: Flu vs. Seasonal Flu – What You Need to Know

FY09 UASI Budget Recommendations

2009 MMRS Proposed Budget

First Hour Checklist for Regional Emergencies – Option 1

Equipment Purchasing Plan Timeline for Emergency Services

Emergency Services RHSCC Master Purchasing Plan

Grant Summary Sheets

MEIS Calendar