



# **HOMELAND SECURITY OVERSIGHT COMMITTEE REGION H**

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## **REGION H RHSOC QUARTERLY MEETING**

**January 8, 2020 13:30**

Region H HazMat Building  
312 W Colorado Street  
St. Joseph, MO 64504

### **Agenda**

1. Call to Order / Verbal Roll Call
2. Approval of Agenda
3. Approval of Meeting Minutes:
  - October 23, 2019 quarterly meeting
4. Reports:
  - OHS Updates, HSAC updates
  - Other State office and Program updates
  - Local/Regional Efforts & Initiatives
  - Chairperson's report
5. Regional grant updates
  - FY2018 - update
  - FY2019 - update
6. Committee Review / Vacancies / Updates
7. New / Other Business
  - Equipment Dispositions
  - Inventory updates
  - THIRA update
  - New/Other Business
8. Next Meeting: April \_\_, 2020
9. Adjourn

The Region H Homeland Security Oversight Committee is facilitated by Mo-Kan Regional Council. For information regarding the committee or for special accommodations at the meeting, please contact Hayley Howard at (816) 233-3144 or [Hayley@mo-kan.org](mailto:Hayley@mo-kan.org).

**MINUTES**  
**Region H Regional Homeland Security Oversight Committee**  
**Quarterly Business Meeting**  
**St. Joseph, MO 64501**  
**Wednesday, October 23, 2019, 13:30**

**PRIMARY MEMBERS PRESENT:**

9	Adam Perry: Buch Cty HazMat Blair Shock: Clinton Cty EMD Bill Brinton: Buchanan Cty EMD Ruben Bulgin (A): Lifeline Foods Bill Lamar (A): St. Joseph FD	Rick Bashor: Cameron PD Keri Barclay: MO Hospital Assn Robert Burns: Lathrop Jennifer Protzman (A): St. Joseph PD
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**ALTERNATE MEMBERS PRESENT:**

3 Mike O'Donnell: Cameron FD  
Karla Long: Red Cross  
Mike Wilson: St. Joseph PD

**OTHERS PRESENT:**

11	Michelle Branson: DPS/OHS Tom Charrette: MoDPS/MOSWIN Paul Stickler: Midwest Mobile Radio Bruce Lundy: Savannah Hayley Howard: Mo-Kan Regional Council Corey Sloan: Harrison Co. EMS	Angie Robinson: DPS/OHS Rick Gann: MO DNR NE Roarke Holzchuh: MO DNR KC Gary Miller: Mo-Kan Regional Council Tina Brown: SEMA
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The regular quarterly meeting of the Region H Regional Homeland Security Oversight Committee was held on October 23, 2019. The meeting was conducted at the Region H HazMat Building, located at 312 W. Colorado Street, St. Joseph, MO 64504.

1. **Roll Call:** Chair Adam Perry called the meeting to order at 13:30. A verbal roll call was taken. Nine (9) primaries/alternates from different disciplines attended. There was a quorum.
2. **Approve agenda:** Bob Burns made the motion to approve the agenda as presented. Ruben Bulgin seconded the motion. The motion passed unanimously.
3. **Approve Meeting Minutes:**
  - **July 15, 2019** – Chair Adam Perry asked for a motion to approve the minutes as presented. Blair Shock made the motion to approve the minutes, seconded by Keri Barclay. The motion passed unanimously.
  - **September 9, 2019** – Gary Miller explained there was an email vote to reallocate \$16,887.45 to NTA Ambulance for the programming of two MOSWIN portable radios for FY2019. Chair Adam Perry asked for a motion to approve the email vote. Bob Burns motioned to approve the vote, and Jennifer Protzman seconded the motion. The motion passed unanimously.
4. **Reports:**
  - **Michelle Branson**, DPS/OHS, reported that FY2019 grant recipients must complete the NCSR as part of the subaward agreement and email completion certificates to Mo-Kan. Michelle also introduced the new cybersecurity analyst.
  - **Angie Robinson**, DPS/OHS, spoke briefly about her role as a cybersecurity analyst and availability for outreach. All Region H agencies were encouraged to take the NCSR as a tool to see where cybersecurity gaps exist.
  - **Tom Charrette**, MoDPS/MOSWIN, provided a handout detailing Missouri Interoperability updates and February 2020 Incident Tactical Dispatcher Training (INTD) information. Tom added that a MOSWIN user training is also scheduled for November 4 at the HazMat building.

- **Adam Perry, Chairperson's Report:** Adam congratulated Police Chief Rich Basher for receiving the Governor's Award and acknowledged those who participated in the recent Missouri Hope Emergency Training at Northwest Missouri State University.
5. **Regional Grant Updates:** Gary Miller, Mo-Kan Regional Council, highlighted grant updates that were included in the committee packets:
- **FY2018:** Gary stated that FY2018 is nearly complete with eight months to go.
  - **FY2019:** Gary also mentioned that FY2019 is in the preliminary stages and grant recipients would receive subaward agreements once the NCSR completion certificate is received, as this is a mandatory requirement. Gary added that Mo-Kan is in a transitional period as Executive Director Jon Ecker resigned.
6. **Committee Review / Vacancies / Updates:**
- Committee vacancies were reviewed. Four of 32 slots are open and action was taken on new members.
- City Administrator/Mayor, Alternate – Jennifer Protzman nominated Savannah City Administrator Bruce Lundy. Bill Lamar seconded. Vote was unanimous.
  - EMS, Alternate – Corey Sloan said the NW MO EMS Board recommended the nomination of Blake Rudel, who is the Ambulance Director at Andrew County Ambulance District. Blair Shock made a motion, and Mike O'Donnell seconded the nomination. Vote was unanimous.
  - Remaining vacancies are alternates for City or Public Works, and County Commissioners. Gary recommended updating the committee list at the next meeting to make sure it includes active participants.
7. **New / Other Business:**
- **Elect new chair/vice chair:** Gary announced that as per the bylaws, a new chair/vice chair is to be elected after the start of a new year (October 1) from primary membership. Michelle spoke to this saying that the bylaw changed to include either a primary or alternate who had served on the board for at least a year. Keri Barclay nominated Blair Shock for the chair post. Bob Burns seconded the motion. The motion passed unanimously. Bob Burns made a motion to cease nominations that was seconded by Mike O'Donnell and approved. Blair Shock was elected chair by acclamation. Chair Adam Perry opened the floor for vice chair nominations. Blair Shock nominated Bill Brinton for vice chair. Rick Bashor seconded. The vote was unanimously approved. Mike O'Donnell made a motion to cease nominations, which Bob Burns seconded, and it was approved. Bill Brinton was elected vice chair by acclamation.
  - **Equipment Disposition** – Hayley Howard, Mo-Kan, explained the equipment disposition for Clinton County to dispose of 12, out-of-service mobile radios. There was no opposition.
  - **Inventory Updates** – Hayley Howard – see above.
  - **THIRA update for 2019:** Hayley Howard reminded those present of the next THIRA meeting on Oct. 28, 2019 from 2-4 at the Mo-Kan office and the document is due to the state Nov. 15.
  - **New/Other Business:** Bill Brinton announced that the 2019 NW Regional Midwest Rural Emergency Management Summit will be Friday, Nov. 15, at Northwest Missouri State University, and the cost to attend is \$35.
8. **Next Meeting:** The date for the next meeting is January 8, 2020 at 13:30.
9. **Adjourn** – A motion to adjourn was made at 14:17.

# FY2018

		BUDGET AMOUNT	PROJECT STATUS	SPENT	BALANCE REMAINING
EMW-2018-SS-00044-09-01	FY18 - Region H - M&A	\$5,812.02		613.59	5,198.43
EMW-2018-SS-00044-09-02	FY18 - Region H - Work Plan	\$25,000.00		14,071.71	10,928.29
EMW-2018-SS-00044-09-03	FY18 - Region H - Badging Project Buchanan County EMA	\$6,142.03	completed	6,142.03	-
EMW-2018-SS-00044-09-04	FY18 - Region H - Communications Vehicle Project Buchanan County EMA	\$10,918.80	completed	10,918.80	-
EMW-2018-SS-00044-09-05	FY18 - Region H - Crime Scene Barrier City of St Joseph PD	\$5,876.76	completed	5,876.76	-
EMW-2018-SS-00044-09-06	FY18 - Region H - Generator Sustainment City of St. Joseph EMA	\$2,326.55	completed	2,326.55	-
EMW-2018-SS-00044-09-07	FY18 - Region H - HSRT Team SCBA Project Buchanan County EMA	\$16,776.00	completed	-	16,776.00
EMW-2018-SS-00044-09-08	FY18 - Region H - Mass Care Shelter Nodaway County Ambulance District	\$25,478.95	completed	25,478.95	-
EMW-2018-SS-00044-09-09	FY18 - Region H - Overt EMS Ballistic Vests NTA Ambulance District	\$15,419.00	completed	15,419.00	-
EMW-2018-SS-00044-09-10	FY18 - Region H - Mosaic Life Care-Shelter Repair	\$6,594.42	completed	6,594.42	-
EMW-2018-SS-00044-09-11	FY18 - Region H - Zurnro Quad Tent Sustainment (\$10,425.13)	\$0.00	cancelled		
EMW-2018-SS-00044-09-12	FY18 - Region H - HSRT Sustainment, SCBA Tanks	\$8,275.00			8,275.00
EMW-2018-SS-00044-09-13	FY18 - Region H - Portable Radio Porject, St. Joseph Police Department	\$12,620.84	1 radio purchased	5,532.05	7,088.79
		\$141,240.37		\$92,973.86	\$48,266.51

# FY2019

ID	Title	Organization	Applicant	Budget Total	Spent	Balance Remaining
102262	Annual Renewal BCSD Communications Vehicle (13 Months Mar-2020 - Mar-2021)	Buchanan County Emergency Management Agency	Brinton, Jr. Bill	\$8,088.00	\$8,088.00	\$0.00
102334	Region H Salamander Maintenance Renewal	Buchanan County Emergency Management Agency	Brinton, Jr. Bill	\$4,400.00		\$4,400.00
102282	NTA Ambulance District MOSWIN Portable Radio Cache	NTA Ambulance District	Barclay John	\$16,887.45		\$16,887.45
102274	NTA Ambulance District Interoperable Radio Project	NTA Ambulance District	Barclay John	\$29,000.00		\$29,000.00
101958	Emergency Management & COAD/CERT Preparedness, Response, Recovery and Communication Equipment for the Enhancement of Caldwell County and Region H Disaster	Caldwell County Emergency Management Agency	Merrill Mark	\$48,000.00		\$48,000.00

Total Awarded

\$106,375.45

\$8,088.00

\$98,287.45

101935	Region H - FY2019 Work Plan	Mo-Kan Regional Council	Miller Gary	\$25,000.00		\$25,000.00
101970	Region H - FY2019 M&A	Mo-Kan Regional Council	Miller Gary	\$5,800.00		\$5,598.70

\$30,800.00

\$0.00

\$30,598.70



# Region H Regional Homeland Security Oversight Committee (RHSOC)

Discipline	Name	Primary Alternate	Jurisdiction/Organization	Email Address	Phone
1 <b>Emergency Management</b>	Blair Shock	Primary (CHAIR)	Clinton County	blair.shock@clintoncomomo.org	816-539-2144
<b>Emergency Management</b>	John Barclay	Alternate	NTA Memorial Ambulance	ntatrain@grm.net	660-425-6319
2 <b>Police</b>	Rick Bashar	Primary	Cameron Police Dept.	chiefpd100@cameronmo.com	816-632-6521
<b>Police</b>	Mike Wilson	Alternate	St. Joseph Police Dept.	mwilson@stjoemo.org	816-271-4881
3 <b>Sheriff</b>	Bryan Atkins	Primary	Andrew County	bryan.atkins@andrewcountymmo.org	816-324-5801
<b>Sheriff</b>	Rodney Herring	Alternate	Grundy County	grucoso@grundycountymmo.com	660-359-2828
4 <b>Fire</b>	Phil Rickabaugh	Primary	Maryville Fire Department	253mdps_fire@maryvilledps.com	660-562-3209
<b>Fire</b>	Bill Lamar	Alternate	St. Joseph Fire Department	blamar@stjoemo.org	816-271-4650
5 <b>County Health</b>	Sherry Weldon	Primary	Livingston County	sherry.weldon@livcohealth.com	660-646-5506
<b>County Health</b>	Lesley Schulte	Alternate	Multiple	lesley.schulte@lpha.mo.gov	660-853-1126
6 <b>HAZMAT</b>	Adam Perry	Primary	Buchanan County	aperry@atix.riss.net	816-261-3852
<b>HAZMAT</b>	Mike O'Donnell	Alternate	Cameron Fire Department	chieffd@cameronmo.com	816-632-0747
7 <b>City or Public Works</b>	Rod McQuerrey	Primary	City of St. Joseph Public Works	Rmcquerrey@stjoemo.org	816-344-1794
<b>City or Public Works</b>	?????	Alternate			
8 <b>City Administrator / Mayor</b>	Robert Burns	Primary	Lathrop	lathropcity@grm.net	816-528-6981
<b>City Administrator / Mayor</b>	Bruce Lundy	Alternate	City Administrator, Savannah	brucelundysavmo@gmail.com	816 390-0977
9 <b>County Commissioners</b>	Lee Sawyer	Primary	Buchanan County Presiding Comm	lsawyer@co.buchanan.mo.us	816-271-1503
<b>County Commissioners</b>	?????				
10 <b>Public Utility / Private Industry</b>	RT Turner	Primary	KCP&L	royal.turner@kcpl.com	816-387-6345
<b>Public Utility / Private Industry</b>	Valerie Murawski	Alternate	Albaugh, LLC	valeriet@albaughllc.com	816-676-6021
11 <b>EMS</b>	Wallace Patrick	Primary	Buchanan County EMS	wally.patrick@bc-ems.com	816-271-6147 816-387-3908
<b>EMS</b>	Blake Rudel	Alternate	Andrew County Amulance Dir.	acadrudel@gmail.com	(816) 897-0549
12 <b>9-1-1</b>	Rhonda Wiley	Primary	Atchison County	ac911@rpt.coop	660-253-0215
<b>9-1-1</b>	Jennifer Protzman	Alternate	City of St. Joseph Police Dept.	jprotzman@stjoemo.org	816-271-4707
13 <b>Schools</b>	Jill Voltmer	Primary	MWSU Police Chief	jvoltmer3@missouriwestern.edu	816-271-4438
<b>Schools</b>	Ashly McGinnis	Alternate	SJSD Lafayette HS Principal	Ashly.McGinnis@sjsd.k12.mo.us	816-671-4220
14 <b>Volunteer Organization</b>	Bill Brinton	Primary (VICE CHAIR)	Buchanan County	bbrinton@co.buchanan.mo.us	816-383-0604
<b>Volunteer Organization</b>	Karla Long	Alternate	American Red Cross	karla.long@redcross.org	816-232-8439
15 <b>Agriculture</b>	Mike Sobetski	Primary	Lifeline Foods	Mike.Sobetski@lifeline-foods.com	816-279-1651
<b>Agriculture</b>	Ruben Bulgin	Alternate	Lifeline Foods	rbulgin@lifeline-foods.com	816-901-3104
16 <b>Hospitals</b>	Keri Barclay	Primary	Harrison Co. Community Hospital	kbarclay@hcchospital.org	660-425-1456
<b>Hospitals</b>	Frank Hayden	Alternate	Hedrick Medical Center	Ahayden@saint-lukes.org	660-214-8415





MISSOURI OFFICE OF HOMELAND SECURITY  
DIVISION OF GRANTS

EQUIPMENT DISPOSITION/TRANSFER  
REQUEST FORM

P.O. Box 749  
Jefferson City, MO 65102  
Telephone: (573) 526-9020  
Fax: (573) 526-9012

**Purpose of Disposition of Equipment/Property:** When original or replacement equipment acquired with HS funds is no longer needed for the original project or program, the equipment may be retained, sold, or disposed, if it is not needed in any other HS sponsored project or program. The following are the procedures to eliminate any equipment item from the inventory:

- The subrecipient must submit a Disposition of Equipment Form to their awarding agency (for example: OHS, RPC, COG, etc.).
- The awarding agency will request approval to transfer or dispose of the equipment from the RHSOC or working group. If approved, the RHSOC/working group chair will sign the form. (This step does not apply to LETPA and NSGP)
- If the awarding agency approves they will endorse the form and submit it to the OHS for review
- If the item can no longer be used by the HS program and the equipment per item fair market values is less than \$5,000, the OHS will approve for the agency to retain, sell or dispose with no further obligation to the OHS
- If the item can be used by another qualifying agency for the HS program, the OHS will approve the transfer of the equipment to the other qualifying agency if they agree to follow relevant grant requirement, and sign a transfer of equipment form
- If the item(s) cannot be used by the HS program and the equipment value is \$5,000 or more, the OHS shall have the right to the fair market value proceeds from the sale of the equipment
- No equipment may be disposed of or sold without prior approval from the OHS
- Documentation describing the disposal of equipment must be maintained in the subrecipient grant file.
- If requesting disposition for multiple equipment items at one time you may attach a spreadsheet that includes all if the information below. Please check box if a spreadsheet is attached ☒

Requestor Name: <u>Hayley Howard</u>			
Title: <u>Community Planner</u>			
Agency: <u>mo-kan Regional Council</u>			
Phone Number: <u>816-233-3144</u>			
Email Address: <u>hayley@mo-kan.org</u>			
Signature: <u>Hayley Howard</u>			
Date:			
<b>EQUIPMENT DETAIL</b>			
Region:	<u>H1</u>	County:	<u>Buchanan</u>
Fiscal Year Purchased:	<u>2001</u>	Grant Program:	<u>SHSP</u>
Title Holder Agency:	<u>M/M Hazmat Team</u>	Equipment Location:	<u>Cameron, mo</u>
Equipment Description:	<u>SCBA - 4500 PSI (swat paks)</u>	Manufacturer and Model:	
Identification Number/Serial Number:		Quantity:	<u>20</u>
Acquisition Cost:	<u>2756.37 x 20</u>	Acquisition Date:	
Current Market Value:		% of Federal funds used in acquisition:	
Requested Method of Disposition:	<u>dispose of</u>		



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Requestor Name: <u>Hayley Howard</u>			
Title: <u>Community Planner</u>			
Agency: <u>Mo-Kan Regional Council</u>			
Phone Number: <u>816-233-3144</u>			
Email Address: <u>hayley@mo-kan.org</u>			
Signature: <u>Hayley Howard</u>			
Date: _____			
<b>EQUIPMENT DETAIL</b>			
Region:	<u>H</u>	County:	<u>Buchanan</u>
Fiscal Year Purchased:	<u>2006 ; 2004</u>	Grant Program:	<u>SHSP</u>
Title Holder Agency:	<u>Buchanan Co.</u>	Equipment Location:	<u>various</u>
Equipment Description:	<u>mobile &amp; portable radios</u>	Manufacturer and Model:	<u>motorola</u>
Identification Number/Serial Number:	<u>motorola portable mobile</u>	Quantity:	<u>52 portables; 93 mobiles</u>
Acquisition Cost:	<u>1,867.08 ; 2319.91</u>	Acquisition Date:	
Current Market Value:		% of Federal funds used in acquisition:	
Requested Method of Disposition:			





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- The awarding agency will request approval to transfer or dispose of the equipment from the RHSOC or working group. If approved, the RHSOC/working group chair will sign the form. (This step does not apply to LETPA and NSGP)
- If the awarding agency approves they will endorse the form and submit it to the OHS for review
- If the item can no longer be used by the HS program and the equipment per item fair market values is less than \$5,000, the OHS will approve for the agency to retain, sell or dispose with no further obligation to the OHS
- If the item can be used by another qualifying agency for the HS program, the OHS will approve the transfer of the equipment to the other qualifying agency if they agree to follow relevant grant requirement, and sign a transfer of equipment form
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- Documentation describing the disposal of equipment must be maintained in the subrecipient grant file.
- If requesting disposition for multiple equipment items at one time you may attach a spreadsheet that includes all if the information below. Please check box if a spreadsheet is attached ☒

Requestor Name: Hayley Howard			
Title: Community Planner			
Agency: Mo-han Regional Council			
Phone Number: 816 233 3144			
Email Address: hayley@mokan.org			
Signature: Hayley Howard			
Date:			
EQUIPMENT DETAIL			
Region:	H	County:	Grundy
Fiscal Year Purchased:	2005	Grant Program:	3478
Title Holder Agency:	Grundy Co.	Equipment Location:	?
Equipment Description:	mobile radios	Manufacturer and Model:	?
Identification Number/Serial Number:	?	Quantity:	9
Acquisition Cost:	2,000	Acquisition Date:	?
Current Market Value:	-	% of Federal funds used in acquisition:	-
Requested Method of Disposition:	Take off inventory		



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- If the awarding agency approves they will endorse the form and submit it to the OHS for review
- If the item can no longer be used by the HS program and the equipment per item fair market values is less than \$5,000, the OHS will approve for the agency to retain, sell or dispose with no further obligation to the OHS
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Requestor Name: Hayley Howard			
Title: Community Planner			
Agency: Mo-Kan Regional Council			
Phone Number: 816 233 3144			
Email Address: hayley@mokan.org			
Signature: Hayley Howard			
Date:			
<b>EQUIPMENT DETAIL</b>			
Region:	H	County:	Grundy
Fiscal Year Purchased:	2004; 2006	Grant Program:	LETPP; SHSP
Title Holder Agency:	Grundy Co	Equipment Location:	?
Equipment Description:	Portable radios & 4 Whitress cameras; Fingerprint equip.	Manufacturer and Model:	Portables (PELM BPHS 102) cameras (PC Whitress)
Identification Number/Serial Number:		Quantity:	9
Acquisition Cost:	total: 11,224.48	Acquisition Date:	—
Current Market Value:	?	% of Federal funds used in acquisition:	—
Requested Method of Disposition:	take off inventory		





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Title: Community Planner			
Agency: Mo-Kan Regional Council			
Phone Number: 816-233-3144			
Email Address: hayley@moKan.org			
Signature: Hayley Howard			
Date:			
<b>EQUIPMENT DETAIL</b>			
Region:	H	County:	DeKalb
Fiscal Year Purchased:		Grant Program:	SHSP
Title Holder Agency:		Equipment Location:	various fire districts in county (Stewartville, Union Star,
Equipment Description:	mobile / portable radios	Manufacturer and Model:	Icom
Identification Number/Serial Number:		Quantity:	
Acquisition Cost:	\$1,583.00	Acquisition Date:	2005 ; 2007
Current Market Value:		% of Federal funds used in acquisition:	
Requested Method of Disposition:			