

**MINUTES**  
**Region H Regional Homeland Security Oversight Committee**  
**Quarterly Business Meeting**  
**St. Joseph, MO 64501**  
**Monday, April 16, 2018, 13:00**

**PRIMARY MEMBERS PRESENT:**

|           |                                   |                                    |
|-----------|-----------------------------------|------------------------------------|
| <b>10</b> | Robert Burns: City of Lathrop     | Sherry Weldon: Livingston Co       |
|           | Adam Perry: Region H HSRRS        | Mike Wilson (A): St Joe PD         |
|           | Rhonda Wiley: Atchison Co 911     | Blair Shock: Clinton County EMA    |
|           | Bill Brinton: Buchanan County EMA | Mike Sobetski: Lifeline Foods      |
|           | RT Turner: KCP&L                  | Darrell Wright (A): Chillicothe FD |

**ALTERNATE MEMBERS PRESENT:**

|          |                               |  |
|----------|-------------------------------|--|
| <b>5</b> | Mike O'Donnell: Cameron FD    | Ruben Bulgin: Lifeline Foods             |
|          | Lesley Schulte: County Health | Tony Stonecypher: Gallatin Administrator |
|          | Karla Long: Am Red Cross      |  |

**OTHERS PRESENT:**

|           |                                      |                                      |
|-----------|--------------------------------------|--------------------------------------|
| <b>11</b> | Michelle Branson: DPS/OHS            | Michael Booth: DPS/SEMA              |
|           | Merrel Breyer: Mo Dept. of Ag        | Jada McClintick: St. Joseph EMA      |
|           | Kevin Virgin: DPS/OHS                | Paul Stickler: Midwest Radio         |
|           | Tom Charrette: MOSWIN                | Corey Sloan: NTA EMS Rescue          |
|           | Michael Booth: DPS/SEMA              | David Roll: Daviess County EMA       |
|           | Jeremy Stephens: St Joe PD           | Mike Spady – Mo-Kan Regional Council |
|           | Gary Miller: Mo-Kan Regional Council |                                      |

The regular quarterly meeting of the Region H Regional Homeland Security Oversight Committee was held on April 16, 2018. The meeting was at the Region H HazMat Building, located at 312 W. Colorado Street, St. Joseph, MO 64504.

- 1. Roll Call:** Chairperson Adam Perry called the meeting to order at 13:00. A roll call was taken. A total of 10 primaries/alternates from different disciplines were in attendance. There was a quorum.
- 2. Approve agenda:** Robert Burns made the motion to approve the agenda as presented. Rhonda Wiley seconded the motion. The motion passed unanimously.
- 3. Approve Meeting Minutes:**
  - **January 29, 2018** – Chairman Adam Perry asked the members to review the minutes. Darrell Wright made the motion to approve the minutes as presented. The motion was seconded by Mike Wilson. The motion passed unanimously.
- 4. Reports:**
  - **Michelle Branson**, DPS/OHS, updated the committee as spending on the two current grants. She stated there are no issues on the two open grants. Michelle reminded everyone that the FY2018 grant application period is open and applications will be received (through WebGrants) through May 15<sup>th</sup>. She encouraged applicants to make sure they address all questions on the applications. Peer Review of applications will take place at the July 16<sup>th</sup> quarterly meeting. OHS is reviewing the Conflict of Interest policy in regards to the Peer Review process – more info to follow.
  - **Merrel Breyer**, MO Dept. of Ag reported on a recent mini-table top exercise that he attended. He stated that SEMA had implemented a few favorable changes to the event. Merrel commented on the China trade situation and mentioned short term and long term outcomes. He also shared some possible policy changes in regard as a result of the National Foot & Mouth exercise

- **Tom Charrette**, DPS/MOSWIN, provided a handout reflecting an update to the statewide interoperability network. A MOSWIN regional training is scheduled for Region H on May 2<sup>nd</sup>. Tom additional training opportunities. He also updated the RHSOC on MO SLIGP – FirstNet operations. An AT&T rep will be in the area to provide information on the FirstNet procedures. Check the website for training opportunities.
5. **Regional Grant Updates:** Gary Miller, Mo-Kan Regional Council, reviewed the two expenditure schedules that were included in the member’s information packets.
    - **FY2016:** In reviewing the FY2016 spending, he noted that all projects are 100% completed. The balance of funds relates to the Work Plan and M&A. Inventory verification will consume most of the remaining funds.
    - **FY2017:** Of the four projects, one is completed, one is partially completed and the two major projects will begin the formal RFP process in the coming months.
  6. **Committee Review / Vacancies / Updates:** Committee vacancies were reviewed.
    - It was noted that we still have one vacancy under Public Utility/Private Industry and two vacancies for Schools. Members were encouraged to help fill the vacancies.
  7. **New / Other Business:**
    - **Update - City of St. Joseph’s request to salvage equipment:** Gary Miller reported that the City of St. Joseph will be submitting a grant application to repair the unit. It was noted that each organization must be able to document that Homeland Security assets have regular, documented maintenance when/where required.
    - **Update – NTA Ambulance District, damage/replacement of shelter tent:** Gary Miller reported that a Homeland Security purchased tent was recently damaged. Because insurance was in place (as required), the insurance company was able to replace the unit at minimal cost to NTA. Gary reminded members the requirement to maintain insurance on Homeland Security purchased assets.
    - **Requirements for pass-through entities:** A question arose concerning grant applications that involve multiple entities. Michelle Branson stated that federal regulation CFR 200.331 (Requirements for pass-through entities) would be applicable. The regulation requires the entity applying for the grant to be responsible to ensure the other entities are compliant with all federal regulations.
  8. **Next Meeting/s:** The date for next meetings is scheduled for July 16<sup>th</sup> and October 15<sup>th</sup>.
  9. **Adjourn –** As there was no other business, Chairman Adam Perry adjourned the meeting at 13:36.