REGION I RHSOC MEETING
Thursday, October 31, 2019 – 1:00 p.m.
Meramec Regional Planning Commission
4 Industrial Drive ~ St. James, MO

MINUTES

PLEDGE OF ALLEGIANCE:
Chairman Ron Smith led the committee in reciting the Pledge of Allegiance and began the meeting by welcoming committee members and guests at 1:15 p.m.

COMMITTEE MEMBERS PRESENT:
Ron Smith (P), Tabitha Stanfast (A), Gary Hicks (P), Don Good (P), Dan Cordova (P) Linda Kerr (A), Tony Floyd (P), David Miller (P), and David Sewell (P), Brad England (A), Randy Rowe (A), Brad Woods, and Darin Pryor (A).

COMMITTEE MEMBERS ABSENT:
Lawson Smith (P), Bryan Lambeth (P), Adam Birdsong (P), Merlyn Johnson (P), Sam Allen (P), Stacey Smith (A), Darrell Skiles (A), Deborah Baker (A), Linda Kerr(A), Doug Yurecko (A), Glen Smith (A), Nick Pappas (A), Jimmy Bench (A), and Brad Armstrong (A).

STAFF AND GUESTS PRESENT:
Anne Freand, Linda Carroll and Tammy Snodgrass (MRPC); Brett Hendrix and Tina Brown, (SEMA); Joe Price, Gina Chenault and Brian Armstrong (Laclede County); Jeff Bair (MSHP); Matt Buydos (Elliott Data Systems) and Angela Robinson (OHS).

MOTION TO ACCEPT AGENDA:
Gary Hicks made a motion to approve the agenda; seconded by David Sewell. The motion carried.

MOTION TO ACCEPT MINUTES:
David Sewell made a motion to approve the minutes from the July 25, 2019 meeting; seconded by Don Good. The motion carried.

MEMBERSHIP TURNOVER AND INTRODUCTION OF NEW MEMBERS
With Ron Smith's term as committee chair ending, he made a motion to appoint Tabitha Stanfast as the new chair; seconded by Randy Rowe. The motion carried.

Linda Kerr made a motion to appoint Ron Smith as vice chair; seconded by David Sewell. The motion carried.

The committee reviewed the chart of rotating members and noted that one committee member, Lyle Thomas, had resigned. Crawford County 911 also appointed Brad England to replace Michael Keen as the 911 representative. Rotations are as follows:

Discipline	Outgoing	Incoming	Term Expires
Sheriff	Sam Allen	Jimmy Bench	2021
Fire	Don Good	Doug Yurecko	2021
County Health	Israel Doba	Deborah Baker	2021
Public Works	Vacant	Darin Pryor	2021
Private Industry/Public Utility	Tony Floyd	Vacant	2021
EMS	Bryan Lambeth	Linda Kerr	2021
911	Brad England	Stacey Smith	2021

OHS UPDATES
Michelle Branson reminded the committee that the THIRA form is due Nov. 15

She also reported that if any organization received FY19 funds, they are required to fill out a National Cyber Security Review Form prior to Dec. 15 in order to receive their funds. This form is an assessment that shows where there are security gaps in your system. It will need to be completed by IT staff. It was noted that a webinar on this form would be available tomorrow and Anne Freand would be re-sending the link to the webinar. Angela Robinson, OHS Cyber Security Analyst, stated she would be sending out a recorded version of the webinar next week.

Ms. Branson informed the committee that Tom Charrette with Interoperable Communications would be hosting a MOSWIN training session at the MRPC office on Nov. 7.

AG UPDATES
No report.

DNR UPDATES
No report.

MASS CARE/EMERGENCY HUMAN SERVICES
No report.

MO STATE MUTUAL AID UPDATE
No report.

SEMA REGION I AREA COORDINATOR UPDATES
Tina Chenault, OEM with Laclede County, informed the committee that her office is in the process of appealing FEMA's second denial for a Disaster Case Management Grant.

Brett Hendrix reported that the next quarterly meeting would be on Dec. 12 at 10 a.m. in Lebanon. After the meeting, they will be holding a Web EOC training.

He also informed the committee that they have completed the training survey and two new classes have been added, unmanned aircraft and Cyber Security.

RHSOC NEW BUSINESS
Project Updates
Anne Freand reported that FY17 projects are in the process of being closed out. An extension had been given due to an item being on backorder. For the FY18 projects, Waynesville purchased their radios through Motorola and received a discount on their purchase which resulted in funds of approximately $1,000 unspent. A discussion of the disbursement of these funds was postponed until the next meeting.

Ms. Branson reminded the committee that in 2020, all equipment must be purchased within the first six months.

Ms. Freand informed the committee that sub-award agreements for FY19 grants will be going out in December.

Cyber Security Presentation
Angela Robinson, OHS Cyber Security Analyst, spoke to the committee about the Missouri State cyber security initiatives and the National Cyber Security Review (NCSR).

Ms. Robinson mentioned that she's had several questions regarding cyber security insurance and that while it is good to have, anyone looking to purchase insurance should be sure to read the policy closely to see if they

are getting the coverage they are looking for. She added that if anyone had questions about insurance, they could contact her and she'd be happy to steer them in the right direction.

The NCSR form will identify security gaps and vulnerabilities in an organization's system which will assist the IT departments in mitigating those risks. Once collected, the NCSR forms will identify which regions need more help.

Ms. Robinson encouraged committee members to develop an incident response plan for cybersecurity and to incorporate in into their incident response plan. She added that templates are available.

Anyone having questions was encouraged to contact her for more information.

Ms. Freand added that she would be sending more information out from Ms. Robinson but if anyone wanted it to come directly to them they should contact Ms. Robinson.

Elliot Data Systems Update
Matt Buydos with Elliot Data Systems provided an update on badging for the region. He stated his company focuses on data integration and field accountability. The system that the RHSOC has is a stationary system. He went on to say that most organizations using a badging system are moving to a cloud-based platform. Mr. Buydos explained that with a cloud-based platform, the log-in credentials are given to an organization to upload their info, rather than having to call in to a central office. Vice Chairman Ron Smith noted that moving to a cloud-based platform has always been a funding issue for the committee. He added that every sheriff's office has a printer to create concealed carry permits and can utilize it for emergency responder badges.

Disposition Request
A review of the disposition request from Red Cross for a Laclede County truck was tabled until the January meeting.

REVIEW AND APPROVAL OF FY19 THIRA
Vice Chairman Smith provided a summary of the work done by a sub-committee on the FY19 THIRA. He said the last THIRA was done three or four years ago and was based on the scenario of an ice storm. The stated proposed four scenarios and because the THIRA information was received late from FEMA, is was suggested that we focus on completing one scenario thoroughly rather than trying to complete all four. The deadline for submission is Nov. 15.

The scenario chosen for the FY19 THIRA was again an ice storm. Information from the old THIRA was reviewed and updated. The sub-committee went over the 32 core capabilities that could be impacted by a storm. The sub-committee has identified at least one major target for each capability and if it had any gaps and then how they were going to address that gap.

Vice Chairman Smith stated the sub-committee is submitting the THIRA for full committee approval.

Darin Pryor made a motion to approve the THIRA as presented; David Sewell seconded. The motion carried.

It was noted that there may be some minor changes made to the document before submission but any changes would be sent out to the committee for approval.

A copy of the report will be sent to all committee members. It will likely be sent as a password protected .pdf document stated Ms. Freand.

UPCOMING MEETING DATES
       Jan. 23, 2020
       Apr. 23, 2020
       July 23, 2020
       Oct. 29, 2020 (tentative)

ADJOURN

Don Good made a motion to adjourn; David Sewell seconded the motion. The motion carried.

The meeting adjourned at 2:32 p.m.

_____   _____
Chair, Tabitha Stanfast   Date

_____   _____
Attest   Date