

TO: All Fire Chiefs (Troop D area)

SUBJECT: Regional Planning Meeting, August 15, 2002

An initial regional planning meeting to discuss the four Weapons of Mass Destruction (WMD) Regional Response Teams that will be positioned within Troop D is currently scheduled for **August 15, 2002, starting at 10:00 a.m., at the St. John's Hammon's Heart Center, located at 1235 E. Cherokee in Springfield, Missouri.** The meeting is planned to end by 4 p.m. Since hazardous materials response is a key component of these WMD teams, hazardous materials response within the eighteen counties of Troop D will be an important part of this planning meeting.

Representation from as many of the 135 fire departments and fire protection districts within Troop D as possible is desired. This first meeting is probably one of the most important meetings expected as part of this process as it will set the stage for future meetings, meeting locations, etc.

Attached are the documents that address:

- Why Regional Planning has become so important.
- Information Paper on WMD/Terrorism Funding for State and Local Responders. It shows funds allocation by city/regional agencies for WMD have been made by fiscal year. The State has used a strategy of developing WMD Regional Response teams throughout Missouri, using existing Hazmat Teams for the most part as to the jurisdictions where these teams are placed. A 70-mile radius is drawn for each WMD Team location as shown in the first attachment to this cover memo.
- Proposed agenda. No agenda items were received from attendees to the Joplin meeting on July 11, 2002. The agenda can be changed as desired.

If you plan to attend, please RSVP by August 7, 2002 by e-mailing, faxing or calling the following:

E-Mail: jmcelwee@greencountymo.org and/or
joye_emo@attglobal.net
Fax: (417) 869-6654
Telephone: (417) 869-6040

Regional Planning becomes Essential for Federal Homeland Security Grant Funds

Grant Funds for Homeland Security within the State of Missouri and in most parts of the United States are now planned for distribution based upon needs identified by specific regions of each state. Homeland Security grant funds are no longer expected to go to specific counties or cities or organizations unless these areas are where regional needs exist. In Missouri, the State is being divided into 9 regions. These regions will align with State Highway Patrol Troop boundaries. Those counties aligned within the Troop D Region include: Barry, Barton, Cedar, Christian, Dade, Dallas, Greene, Hickory, Jasper, Lawrence, McDonald, Newton, Polk, St. Clair, Stone, Taney, Vernon, Webster.

Those of you familiar with State Health Department's Preparedness and Response Plan for Bioterrorism should already be alerted to the regional planning future that we now face if we want to vie successfully for Federal Homeland Security (terrorism preparedness) funds. The State Health Plan was finalized in April 2002 to compete for a federal grant that netted Missouri and local county health departments \$17.8M. The State had about 120 days to complete the Health Plan and submit it. Those funds are now being used to enhance health department staffing and planning for bioterrorism at the State level and within each of 114 local county health departments. Visit with your local health department to learn more about what this means to your area.

We understand that the same basic process as that used by the Department of Health will be used to apply for about \$61M in Homeland Security funds that will be targeted for regional responder needs within the 9 regional areas of the State. About 70-75 percent of the \$61M should be received by organizations within the 9 regions. The State will retain the rest to fund other State needs in Homeland Security.

Our latest understanding is that the Regional plans and the final overall State Homeland Security Plan will be developed under the oversight of the Missouri Office of Homeland Security. Although specifics of how that process will work have yet to be received, Mr. Tim Daniel, the Governor's Advisor for Homeland Security, indicated the following at the SEMA/MEPA Annual Conference held at Tan-Tar-A at the beginning of April 2002:

- The State would have a 90 to 120-day window of time to develop a State Homeland Security Plan following receipt of guidelines from the FEMA or the President's Office of Homeland Security Office in Washington D. C.
- A Regional Plan that identifies the needs within a given region would be developed for each of the 9 regions of the State, then merged into a State plan.
- The State Homeland Security Plan would be signed by Governor Holden and submitted to the President's Homeland Security Office for approval and the release of grant funds to the State of Missouri for Homeland Security.
- Current thoughts exist that we need to have a contractor develop the Regional and State Plans.

If we are to best position all the organizations within Troop D for Homeland Security grant funds, we need to begin to start planning now. When you consider that we may

have only 120 days or less to complete a very difficult planning process, the more ground we can cover before that time comes the better we will be able to identify and communicate the needs of Troop D. We either embrace the process or lose. The fire departments that were represented in Joplin at the Southwest Missouri Emergency Support Organization (SMESO) quarterly meeting on July 11, 2002 felt it important to bring fire departments together for regional planning. August 15th was selected as the date for the meeting.

For those of you not familiar with SMESO, it is a Troop D professional Emergency Management organization that was formally established in the early 1990's and has been meeting quarterly ever since. It is open to Emergency Managers, fire, law enforcement, EMS, or others who want to support public safety. Representatives of Local Emergency Planning Committees who participated in a regional meeting in Springfield on April 23, 2002 and those who attend the May 6-7 WMD Grant Funds meeting in Jefferson City have indicated that SMESO may be a good umbrella organization for regional planning and preparedness efforts.

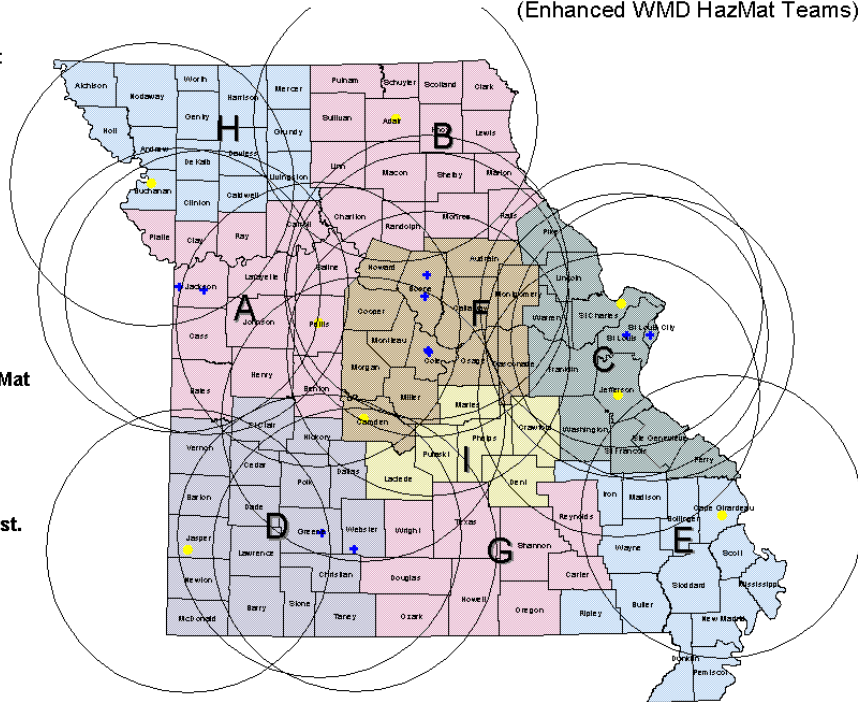
This will be discussed in more detail on August 15, 2002.

The following Map is being updated according to Tom Mohr, SEMA:

- Troop A -**
Kansas City Fire Dept
Lee's Summit Fire Dept
Sedalia Fire Dept
- Troop B -**
Kirksville Fire Dept
- Troop C -**
St. Charles/Warren Co.
St. Louis County
St. Louis City
Jefferson County
- Troop D -**
Springfield Fire Dept
Joplin Fire Dept
Logan-Rogersville HazMat
- Troop E -**
SEMO HazMat Team
- Troop F -**
Columbia Fire Dept
Boone Co. Fire Prot. Dist.
Camden Co HazMat
Cole Co. HazMat Team
- Troop G -**
- Troop H -**
St. Joseph Fire Dept
- Troop I -**

HazMat Teams

(Enhanced WMD HazMat Teams)



- Projected to Receive DOJ Equipment
- + Have Rec'd DOD/DOJ Equipment

INFORMATION PAPER
(Provided by Tom Mohr, SEMA)

July 22, 2002

SUBJECT: WMD/Terrorism Funding for State and Local Responders—Federal Grants and Programs

1. Major Metropolitan Areas: Kansas City and St. Louis

a. Nunn-Luger-Domenici Program: Each city participated in the first round of Nunn-Luger-Domenici funding. The approximate figure was \$500,000 for each city. The program included training, exercises and equipment purchases. (Note: This was a DOD Program)

b. FY-99 DOJ Grant Program: Each city also **received direct funding** through the Department of Justice Grant Program in FY-99. The amount received was determined by grant application, but involved the purchase of equipment only. The equipment purchased included, Personal Protective Equipment, Detection Equipment and Decontamination Equipment. Each city received approximately \$250,000.

c. FY-00-01 DOJ Grant Program: Each of the cities **will receive equipment** under the FY00-01 grant in excess of \$250,000. The equipment will be divided into Personal Protective Equipment, Detection Equipment, Decontamination Equipment and Communications Equipment. The distribution of the equipment was determined by each City but divided between the Fire Department, Law Enforcement, Emergency Medical Service and any other agency determined by the city. Input was received from Kansas City through the MMRS and from St. Louis through the Fire Department and the City Emergency Management Agency.

2. Metropolitan Counties: Jackson County and St. Louis County

a. FY-99 DOJ Grant Program: Jackson County was authorized to participate in the direct jurisdictional funding grant in FY-99. The county received approximately \$300,000 to purchase equipment for Fire, Law Enforcement and Emergency Medical Service. Actual amount is unknown and not shared with SEMA. St. Louis County also participated in this program; their funding was approximately \$300,000 for the same type of equipment as Jackson County.

b. FY-00-01 DOJ Grant Program: Each County will receive approximately \$250,000 worth of Equipment under the program. Jackson County input was provided by the MMRS; and the County Emergency Management Agency provided the St. Louis County equipment list. The equipment distribution was divided into Personal Protective Equipment, Detection Equipment, Decontamination Equipment and Communications Equipment.

3. Funding provided to jurisdictions and state agencies outside of the major Metropolitan Areas:

a. **FY-99**

1). Grant Award:

- Planning Grant-- \$161,000 (Statewide Strategy Development)
- Equipment Purchase Grant-- \$883,000
- Total Grant Award-- \$1,044,000
- Status of Grant--Funds received February '01
- 99% executed to date.

2). State Agencies:

- Planning Grant to MSHP, DHSS and MUFRTI for Strategic Plan Analysis.
- Missouri State Highway Patrol(Personal Protective Equipment and Bomb Squad)
- Capitol Police(Personal Protective Equipment)

-Boone County Fire Protection District US&R Team—MO TF-1(Personal Protective Equipment, Detection Equipment and Decontamination Equipment).

3). Regional and local Jurisdictions: All of the following regional groups and local jurisdictions received a basic enhancement package consisting of Personal Protective Equipment, Detection Equipment and a Mass Decontamination Capability. The cost of the package was approximately \$200,000 each and split between HAZMAT/Fire, Law Enforcement and Emergency Medical Services.

-Columbia/Boone County

-Cole County

-Springfield/Greene County and Logan Rogersville

b. **FY-00 & FY-01**

1). Grant Award:

-Total for the grant period--\$2,876,000.

-Equipment Purchase-- 100% of Total Grant

-Status of Grant-- Funding guidance received March 2002, funding document received

May '02

-- 35% executed (in contracting process); 30% for SCBA units awaiting NIOSH-WMD certification; remaining 35% being worked.

2). State Agencies: Purchasing a small amount of Personal Protective Equipment.

3). Regional Groups and Local Jurisdictions: All of the following received a basic enhancement package consisting of Personal Protective Equipment, Detection Equipment and a Mass Decontamination capability. Note: does not include the jurisdictions as indicated above, Kansas City, St. Louis, Jackson County and St. Louis County. The expenditure per package is approximately \$235,000 and intended to be split between HAZMAT/Fire, Law Enforcement and Emergency Medical Services.

-Jefferson County

-St. Charles County

-Southeast Missouri Regional Team(City of Jackson is lead community)

-Kirksville/Adair County

-Sedalia/Pettis County

-Northwest Missouri Regional Team(Buchanan County is the lead county)

-Joplin/Jasper County

-Camden County

-Upgrade equipment package for the FY-99 grant recipients

c. **FY-02:** **Each of the cities** will receive equipment

1). Grant Award:

-Exercises-- \$270,000

-Administrative Support-- \$151,000

-Equipment Purchase-- \$5,658,000

-Total Grant-- \$6,079,000

-Status of Grant-- Application Kit received late May 2002, met with teams May 02

-- Plan in development due date to DOJ/ODP is 07-31-02.

2). Projected Strategy:

-Exercises at the state and regional level, development and execution

-Field 4 new WMD enhanced teams

-Upgrade equipment packages for the previously awarded teams.

-Provide a modified equipment package to under-served areas of the state

-Funding will be determined by population of the area

-Provide equipment for the established Bomb Squads

-Provide additional Equipment to State agencies that have a response requirement as identified above.

-Include communications equipment.

-First Step in implementing the recommendations of the State Security Panel

4. Participating Regional groups/Jurisdictions must:

- a. Have a Tier III level HAZMAT Team (Technician Level) or be in the process of training/equipping to that level.
- b. Show a desire to receive the equipment package.
- c. Sign a MOA with State Emergency Management that covers:
 - Mutual Aid agreements and response.
 - Annual reporting requirements (Equipment and Training)
 - Funding for a state level response
 - Train and sustain training for team members
 - Employ only suitably trained personnel
 - Provide Maintenance of all issued equipment
 - Liability issues
- d. Participate in the State Exercise Program.

5. Basic Enhancement Package of Equipment:

HAZMAT/FD Teams: 12 Level B Suits including gloves, boots, gear bag and Chem II Tape.
12 SCBA Masks with lens protector shields and the “DOD” adapter plate for the Scott C2A NBC filter canister. SCBA Mask will be community specific to match existing SCBA used. 12 C2A canisters.

EMS: 12 Level B Suits including gloves, boots, gear bag and Chem II Tape.
12 SCBA Masks with lens protector shields and the “DOD” adapter plate for the Scott C2A NBC filter canister. SCBA Mask will be community specific to match existing SCBA used. 12 C2A Canisters

Law Enforcement: 20 Level B Suits including gloves, boots, gear bag and Chem II tape
20 SCBA’s with 60 minute bottles and “DOD” adapter plate and C2A canister.

Detection: 1 APD-2000 Point Detector
1 Draeger CDS Detector
1 M8 Detector Paper
1 Multi-gas detector

Decontamination: 1 Biotech (or equivalent) decontamination system with a flow through rate of 1200 individuals per hour. Includes trailer, water heater, Bio-Shield and chemical injection system.

Additional Purchases: Level C suits for the teams
HEPA Filters for masks
PAPR air filter systems for responders
Gear Bags for all equipment

6. Points of Contact: Jim Wakeman, Operations Chief, 573-526-9143, email jwakeman@sema.state.mo.us or Tom Mohr, Terrorism Program Manager, 573-526-9245, email tmohr@mail.state.mo.us

DRAFT

Proposed Planning Meeting Agenda

Opening Comments

Overview of the Regional WMD Response Team Concept

- Agreement between WMD Team Jurisdictions/Organizations and SEMA
- Equipment, Team Structure, Training
- Estimated Date for Declaration of Readiness of WMD Teams

Discussion of the following:

- Hazardous Material Response within Troop D
- Bomb Team Capabilities and Resources
- WMD Team Response Concept within Troop D
- Hazardous Material Responses Concept within Troop D
- Bomb Team Response Concept within Troop D

Establish Workgroups to Draft and Coordinate the following:

- Regional Response Policies and Procedures (WMD, Hazmat, and Bomb Teams)
- Resource Identification and Access
- Needs Identification for WMD/Hazmat
- Training for WMD/Hazmat
- Drills and Exercises

**Summary
Fire Chief's Regional Planning Meeting
August 15, 2002**

Location: Hammon's Heart Institute Auditorium, 1235 E. Cherokee, Springfield MO

Time: 10:00 a.m.

- 1. David Compton, President, Southwest Missouri Emergency Support Organization (SMESO), opened the meeting by welcoming attendees (List at Attachment 1).**

- 2. Joye McElwee, Emergency Management Director for Springfield-Greene County OEM, provided a PowerPoint presentation (Attachment 2). The presentation provided background as to why the meeting was being held and an overview of the WMD Teams concept being implemented by the State of Missouri through the State Emergency Management Agency. At the end of the presentation, two questions were presented to those present:**

- a. Do we want to conduct regional planning?**

- b. Do we want to use SMESO as an umbrella organization for WMD?**

The response was as follows by the majority present:

- a. Yes, we need to conduct regional planning.**

- b. Yes, we can use SMESO as the umbrella organization for the planning. No one involved in the WMD planning for now will be expected to join SMESO and pay membership dues. "Although that would be great." David Compton said, "We do not want money to be an issue in using SMESO for this important endeavor."**

3. Although there are many emergency or disaster events that can impact multiple counties and communities, attendees felt we need to focus initially on planning for WMD and Hazardous Materials response, since they are inseparable from each other. You must be trained for haz-mat before receiving the supplemental WMD training.

4. After discussing an approach as to how we could accomplish the planning process, given that we have some 135 fire departments in Troop D, it was decided that we would select from those in attendance an Initial Planning Committee to work through this issue and others so that the formal planning process can move forward. Ideally, the planning team would have representation from each of the 18 counties within Troop D that could speak for the fire departments within each county. As planning is being conducted and completed, information would continuously flow up and down a pyramid structure that would allow everyone to be involved and have input into the process. A list of those who agreed to serve on the Initial Planning Committee is at

Attachment 3. These individuals will meet again on September 18, 2002 in Springfield at Fire Station 1, 720 E. Grand.

5. Some concern was expressed as to why other agencies such as law enforcement and EMS were not at the meeting. The reason expressed to those who were concerned was as follows: Since fire departments have the largest role in WMD and haz-mat response, we need to get their planning underway before trying to include other functional response agencies in the process. It would become too confusing otherwise. Undoubtedly, we must include law enforcement and EMS into the planning. Others will need to be included as well.

6. Should you have questions regarding the meeting, the presentation, etc., please contact one of the individuals in attendance or Joye McElwee, 417-869-6040, e-mail: jmcelwee@greencountymo.org or joye_emo@attglobal.net.

Regional Fire Chief's Planning Meeting
September 18, 2002
Springfield Fire Department, Station 1

1. Meeting called to order at 10:05 a.m. by Joye McElwee, Director Springfield-Greene County Office of Emergency Management
2. Attendees List provided at Attachment 1.
3. Handouts included the following:
 - a. List of those who signed up to be part of the planning committee on August 15, 2002.
 - b. All inclusive list of known Troop D fire chiefs and those who attended the August 15, 2002 planning meeting, if other than a fire chief.
 - c. Map of WMD/Hazmat Teams provided by the State Emergency Management Agency, Tom Mohr.
4. First order of business was the election of chair persons for the Committee: Chief Bill Gillette, Nevada Fire, and Chief Dan Whisler, Springfield Fire, were elected to co-chair the Committee.
5. Initial discussion involved some of the reasons fire departments were present at the meeting:
 - a. The need to support each other.
 - b. The need to plan and to jointly vie for funds.
 - c. No organization can do all the tasks now being demanded for responses on their own.
 - d. We need to make the best use of regional resources.
6. An extensive discussion was conducted on how fire departments could use their joint buying power to lower the cost of equipment. One example used was that Springfield and Joplin fire make large purchases of equipment. Their purchase contracts could be written to make them accessible by all fire departments that want to take advantage of the potentially lower prices that these department normally receive. Comments included the following:
 - a. Good idea.
 - b. Purchasing requirements of jurisdiction or the time it takes a fire department to process its paperwork might prevent them being able to use this approach.
 - c. Not all departments use the same name brand equipment so the use of this approach might be limited.
 - d. How would departments be notified of the existence of purchase contracts being initiated by other departments?
7. Standardization of equipment among organizations was discussed. Although most thought this might be good for mutual aid purposes, there was concern that most organizations have

confidence and experience with select brands or types of equipment. The WMD equipment being purchased by SEMA from Department of Justice funds for distribution to WMD Regional Response Teams is being standardized for the most part. As we do more regional planning and response, more standardization of equipment may occur as responders become exposed to other types and brands of equipment and their capabilities. It was expressed that we should strive for standardization, but not force it.

8. Discussion was held on the type of response system that should be used within Troop D. As the discussion evolved, concern was expressed as to the following:
 - a. What could smaller departments do?
 - b. Who would pay for responses outside of a department's jurisdiction?
 - c. Some departments do not have trained hazmat responders, even at the Awareness level.

Chief Bill West and Bill Perkins, Joplin Fire, presented a concept of a Troop D Tiered Hazardous Materials Response System. See Attachment 2. Use of this model at least initially seemed to have good support. Points made during discussion of this model included the following:

- a. All fire departments should strive to have their firefighters trained in Awareness and Operations. As a minimum, fire departments should train to meet the expectations of the Tiered Hazardous Materials Response System model shown at Attachment 2.
 - b. Up to 3 or 4 firefighters as a minimum within each county should have completed the basic 40-hour Technical-level course. These firefighters could be used to validate whether there is truly a need to have a hazmat unit respond.
 - c. LEPCs should be surveyed to identify those departments (police, fire, EMS) trained/not trained within their county, and to what levels (Awareness, Operations, Technician). Newton County provided that information at the meeting.
 - d. Departments conducting courses should open them to other departments when practical.
 - e. Departments who have trainers should support departments who need the training with instructors—training materials are free from the Missouri Emergency Response Commission when arranged through the County's LEPC.
9. One attendee recommended we develop a call tree notification system for Troop D. Another recommended we use the State-wide Fire Mutual Aid system and provide regional area managers for that system with the planning information being developed so that they can reference it when seeking mutual aid support for incidents.
10. A map of initial hazardous materials response responsibilities was developed and is outlined on the map at Attachment 3. Note the key for division of areas at the top of the map. A better map will be provided as the Geographic Information System staff have more time. The new map will include color-coded segments of those counties in which responsibilities are divided.
11. Planning will continue at the SMESO meeting planned for October 9, 2002 in Kimberling City at the Kimberling City Inn on Hwy 13. The WMD/Hazmat portion of the meeting

will begin at 1 p.m. Other activities related to LEPC, Emergency Management, and SMESO business will begin at 9:00 a.m. and run until 1:00 p.m.

12. Those who have resource lists or lists of those trained/untrained in hazmat Awareness, Operations, and Technician should e-mail them to jmcelwee@greencountymo.org or joye_emo@attglobal.net. Otherwise, try to bring them to the October 9th meeting (preferably in digital format).

Should you have corrections to the above information, please email it to one of the addresses given in paragraph 12 above.

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Agenda

**WMD/Hazmat Regional Planning Meeting
Joplin-Jasper County Emergency Preparedness
303 E. 3rd (Basement Conference Room)
November 14, 2002
10:00 a.m.**

1. Introductions:

- **Mr. Clem Spencer, Federal Transportation Safety Department, Southern Missouri**
- **For new Bioterrorism Health Planners for Troop D**

2. Approval of Minutes, October 9, 2002 meeting Kimberling City

3. Review of Group Purpose

4. Form (to aid in requesting Hazmat/WMD regional support)

5. U.S. Representative Kingston Bill HR 5483

6. WMD Subgrantee process (October 16, 2002 meeting results)

7. Regional Plan Format

8. Other items (input from the floor)

9. Next meeting location and Date

**Minutes
of
WMD Regional Planning Meeting
October 9, 2002**

1. Meeting called to order at 1:30 p.m. by Bill Gillette. Attendance is shown in Attachment 1.
2. The question was asked if the concept that is being developed for hazmat response would change or take away anything from those fire districts or departments who have hazmat technician response capabilities? The answer is NO. The model that was developed accommodates support of all areas of Troop D regardless of what level of response capabilities a community may have. If you don't need support and can handle the situation with what resources are available locally, then outside response support would not be requested.
3. One-third or less of the fire departments or districts in the northern areas of Troop D are trained at the Operations Level for hazmat.
4. Joye McElwee indicated he still has only a few reports on the resources available from fire departments.
5. Terry Lane, Dallas County, stated he has no Tech Level hazmat personnel in his County. He asked what would he need to have in the way of techs in his County to support scouting of incidents prior to requesting outside hazmat response teams? The discussion ranged from 3-4 techs who could validate the need for outside response support, to having experienced operations level personnel who could perform the same task. Chief Stirts, Logan-Rogersville Fire, indicated that techs with no experience may do worse than experienced operations level personnel. He also stressed that having operations level trained personnel in the area of the spill would be helpful to his team as they could support decon operations.
6. Providing fire departments with a form that outlines what information they should have available when they request hazmat mutual aid support would be helpful. Joye McElwee will develop the form upon determination of what should be included in it.
7. Bill Gillette asked those departments who have technician level teams (Springfield, Logan-Rogersville, Joplin, and Nevada) to take the time and visit with fire districts and departments within the areas that they might have to respond. During these visits discuss what they would need as far as information and support should a mutual aid request be initiated. They should also ask for a list of resources from these departments so that they can be cataloged.
8. How to database resources was also discussed. Rather than use specialized programs such as SoftRisk or similar programs, attendees felt the use of a common, off-the-shelf

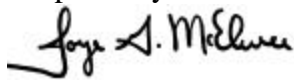
software such as Microsoft Access would serve everyone's needs better. Unless directed otherwise, Joye will use Access as the database for regional hazmat and WMD resources.

9. Steve Runnels provided 1-800-762-4363 as the best (non-public) access number for WMD and hazmat personnel to use in contacting them for support. He also explained that the National Weather Service can model fallout information for nuclear events. For these events, callers to the NWS should be prepared to provide a contact call back person's name and telephone number and explain the scope of the event. It will take them a while to do the modeling.

10. There was discussion on how the SMESO quarterly meeting should be formatted so as to not impact the various groups who are working under the umbrella of SMESO. It was a general consensus that groups should plan to hold their committee meetings in the morning on those dates and the results be briefed at the SMESO general meeting in the afternoon.

11. It was determined that the next WMD Regional Planning meeting would be held on November 14th at 10:00 a.m. at 303 East 3rd in Joplin, MO. The meeting will be held in the basement conference room under the Joplin-Jasper County Emergency Preparedness Office.

Respectfully Submitted,

A handwritten signature in black ink that reads "Joye G. McElwee". The signature is written in a cursive style with a large initial "J" and "M".

Joye G. McElwee

Attendance List

October 9, 2002

Terry Lane	Buffalo City Fire Department	417-345-7800
Dave Padilla	Mt. Vernon	417-461-5573
Charlie Garrison	Barry/Lawrence County LEPC Chair	417-858-6109
Richard Stirts, Jr.	Chief, Logan-Rogersville Fire PD	417-753-4265
Jake Archer	Chief, Ozark Fire Department	417-581-4515
Dennis Clinton	Assist Chief, Logan-Rogersville Fire PD	417-753-4265
Steve Runnels	National Weather Service Springfield	417-863-1456x726
Jim Perkins	Joplin Fire	417-624-0820x308
Tim Bonner	Southern Stone County FPD	417-272-1510
Kevin Tweedy	Taney County Ambulance District	417-334-5201
Chris Berndt	Chief, Western Taney County FPD	417-334-3440
Allen Duckett	Carthage Fire	417-237-7100
John Cooper	Chief, Carthage Fire Dept.	417-237-71-2
Judy A. Johnson	Joplin-Jasper County Emergency Prep.	417-623-5858
Candace Adams	SEMA Region 7 Coordinator	417-895-6336
Joye McElwee	Springfield-Greene County OEM	417-869-6040
Bill Gillette	Nevada Fire Department	417-448-2720

Minutes
of the
WMD Regional Planning Committee Meeting
November 14, 2002
Joplin, Missouri

1. The attendance list is provided at Attachment 1. A copy of the Agenda is at Attachment 2.
2. Meeting was called to order about 10:20 a.m. by Chief Dan Whisler, Springfield Fire, and Chief Bill Gillette, Nevada Fire. Introductions were made.
3. The four new Health Planners that will be working with Troop D counties:
 - a. Karen McKinnis: Greene, Christian, Dallas, and Webster
 - b. Kevin W. Huddleston: Barry, Lawrence, Taney, Stone
 - c. Theron Becker: Polk, St. Clair, Hickory, Cedar
 - d. Mac Keough: Jasper, Newton, McDonald, Barton, Vernon, Dade

Karen McKinnis explained the purpose of the planners and how they would be working with hospitals, fire, police, LEPCs, EMAs, etc. That they will help with the planning process but do not write plans. They will also be working with organizations to conduct exercises dealing with bioterrorism.

4. Minutes of the October 9, 2002 Committee meeting in Kimberling City were approved.
5. Chief Whisler reviewed the purpose of the Committee, and those present discussed ideas on how we could keep all fire organizations within Troop D informed as to the planning effort. Items identified included e-mail, websites, mass mailings, etc. One of the key items this Committee needs to determine is the means of coordinating and communicating information and response plans among organizations within Troop D.
6. Chief Gillette discussed the Peas and Q's document distributed at the meeting and its content:
 - a. Need to identify the resources we have and those we need.
 - b. Need to look at interoperability of equipment and organizations, including communications equipment.
 - c. Need to detail who will go where and do what.
 - d. What can jurisdictions expect of the response teams, and the response teams of the jurisdictions that are requesting their support? We again discussed how great it would be if we had a few Technician Level people available as eyes and ears within each county that could be an extended support arm of the response teams.
7. Other items discussed included:
 - a. How to initiate a request for regional WMD or Hazmat Team Response? This will be accomplished primarily through the State-wide Fire Mutual Aid system for Hazmat and SEMA for WMD.

- b. Regional WMD and Hazmat Teams need to have a better understanding of what would be expected of them from each jurisdiction that requests their support. What would be expected of responding Technician Level teams?
- c. Rural Fire Departments need to be encouraged to train to the Operations Level so that they can perform defensive operations until Technician Level support arrives, or they can augment responding teams for decontamination activities.
- d. Need EMS and Police involved in the regional planning process. It was recommended that rather than invite all EMS and Law Enforcement to this planning group's meetings, representation of law enforcement groups should attend to represent those organizations. Troop D and Sheriff's Association will be contacted for appropriate representation. Kevin Tweedy, who chairs the Region 6 EMS, was recommended to be that organizations liaison.
- e. Need a list of what each fire department within Troop D can provide in terms of equipment, people, or other resources.
- f. Need a training and education plan (Jim Perkins, Joplin Fire was volunteered to work on a training plan).
- g. Need to get a copy of the State-wide Fire Mutual Aid database. Chief Whisler will contact Chief Stirts on the database and where we stand as far as using the State-wide Mutual Aid plan.
- h. Need to develop a deployment plan (Chief Whisler will develop a draft deployment plan).
- i. Candace Adams and David Compton will contact LEPCs within Troop D to get a list of resources from Fire Departments within each LEPC's area of responsibility.
- j. Joye McElwee will create an area on the <http://em.Springfield.Missouri.org> website and Candace Adams will have SEMA provide a link from its website to the Troop D area on the above website once established.
- k. A recommendation was made to have WMD Regional Response teams meet separate from the Committee and prior to the January 8, 2002 Committee meeting in Mt. Vernon at the Missouri Rehabilitation Center (9:00 a.m.), 600 N. Main. Agreement was that WMD team members would meet in Springfield. Note: That meeting will be at Fire Station 1 at 720 E. Grand at 10:00 a.m. on December 11, 2002.
- l. The Primary focus for our planning efforts from this Committee should be WMD and secondarily Hazmat. Unfortunately you can't separate the two.
- m. The tiered response for Hazmat must apply as presented in the model distributed with the September 18, 2002 Committee meeting minutes.
- n. When a WMD Regional Response team is deployed it is a packaged response involving law enforcement, EMS, Hazmat, and Command. The EMS personnel on the WMD Teams are for support of the teams only.
- o. Joye McElwee will compile a report to all Troop D area fire departments for approval of Chief's Whisler and Gillette.
- p. The State has identified what it refers to as "certified" Hazmat teams. We are finding that there are "non-certified" Hazmat teams in-place within some jurisdictions. The planning of this Committee in no way usurps from these teams or their activities.
- q. Paul Luttrell, Joplin 911, discussed efforts by the State to establish "how we would operate and communicate during a major crisis within the State of Missouri." It was recommended that Paul become the liaison between the State Interoperability Executive Committee (SIEC) and this Committee rather than draw others into this Committee.

8. Our thanks to the Joplin-Jasper County Emergency Preparedness Office and Joplin Fire Department for hosting the meeting and feeding everyone so well.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Joye G. McElwee". The signature is written in a cursive style with a prominent initial "J".

Joye G. McElwee

**Attachment 1
Attendees Listing**

Judy A. Johnson	Joplin-Jasper County Emergency Preparedness	417-623-5858
Bill Gillette	Nevada Fire Dept.	417-448-2720
Dan Whisler	Springfield Fire Dept.	417-864-1507
Randy Mantle	Logan-Rogersville Fire Protection District	417-753-4265
Jake Archer	Ozark Fire-Ozark Rural Fire	417-581-4515
Rance Duffy	Nixa Fire District	417-725-4025
Jon Trent	Nixa Fire District	417-725-4025
Tim Bonner	Southern Stone County FPD	417-272-1510
Jaci McReynolds	Springfield-Greene County Health Dept. (PIO)	417-874-1205
Karen McKinnis	Springfield-Greene County Health Dept. Planner	417-864-1623
Candace Adams	State Emergency Management Agency	417-895-6336
Kevin W. Huddleston	Taney County Health Dept. Planner	417-334-4544
Mac McKeough	Joplin Health Dept. Planner	417-623-6122
Theron Becker	Polk County Health Center Planner	417-327-6471
Carl Sparks	Branson Fire Dept.	417-337-8580
Terry A. Lane	Buffalo City fire Dept.	417-345-7800
Mike Goldsworthy	Neosho Fire Dept.	417-451-8021
Allen Duckett	Carthage Fire Dept.	417-237-7100
Greg Hickman	Neosho Fire Dept.	417-451-8021
James Brafford	Monett Police/Emergency Management	417-235-3335
David Compton	Barry/Lawrence County Emergency Management	417-235-0200
Charlie Garrison	Barry/Lawrence County LEWPC Chair	417-858-6109
David Padilla	Missour Rehab Center/Mt. Vernon Fire	417-461-5573
Andy Nimmo	Redings Mill Fire Protection District	417-624-2715
Mitch Randles	Joplin Fire Dept. ext. 307	417-624-0870
Paul Luttrell	Joplin 911 ext. 409	417-623-3131
Chris Berndt	Taney County EMA	417-334-3440
Kevin Tweedy	Taney County Ambulance District	417-334-5201
Charlie Huston	Branson Fire Dept.	417-337-8580

Attachment 2

Agenda

**WMD/Hazmat Regional Planning Meeting
Joplin-Jasper County Emergency Preparedness
303 E. 3rd (Basement Conference Room)
November 14, 2002
10:00 a.m.**

1. Introductions:

- **Mr. Clem Spencer, Federal Transportation Safety Department, Southern Missouri**
- **For new Bioterrorism Health Planners for Troop D**

2. Approval of Minutes, October 9, 2002 meeting Kimberling City

3. Review of Group Purpose

4. Form (to aid in requesting Hazmat/WMD regional support)

5. U.S. Representative Kingston Bill HR 5483

6. WMD Subgrantee process (October 16, 2002 meeting results)

7. Regional Plan Format

8. Other items (input from the floor)

9. Next meeting location and Date

Meeting Minutes
April 13, 2005
Neosho, Missouri

1. The meeting was called to order at 1:30 P.M. by Chris Berndt.
2. Welcome and Introduction of Ron Reynolds, SEMA Director. Chris introduced Ron Reynolds, SEMA Director.

Ron thanked the group for inviting him to the meeting. He stated that with the new Governor and with the staff changes, SEMA was currently going through a transition.

Ron discussed the contract for the exercises. He stated that the current contract was for three years, and that there will continue to be a contract due to manpower constraints. He went on to say that Titan might not be the contract holder and that the contract terms would be scrutinized to ensure that they meet the State's needs.

Chris asked about the future of the HSRT's.

Ron replied that the teams will stay in place and continue to be a critical part of the State's response capability. He stated that the teams will most likely be enhanced, but that the funds will be distributed differently in the future.

3. The minutes from the February 9, 2005 meeting were approved.
4. Communications Committee: Al stated that the committee was still working on gathering information from the region. The Communications Committee will be meeting after the WMD meeting.

MODOT has received ACU 1000s. They are working on establishing point to point communications between districts. They have just started talks on how to deploy and use them.

Dallas County now has a cross-band repeater similar to the one in Greene County. Dade, Hickory and Christian Counties are in the process of buying new radios and replacing their repeaters.

There will be a meeting this Friday in reference to interconnectivity between Joplin and Springfield. JR from Greene County ECC is working this issue.

We will be discussing the placement of a repeater on the Republic tower. This will expand our 6 meter communications ability to throughout the Southwest Missouri and all the way up to Jefferson City.

5. Scene Accountability System: **Issue tabled until the next meeting.**
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6. Letter to Gov. Blunt / Boards and Commissions: We have not received a response from the Governor's office in reference to the letter we sent. A copy of the letter was delivered to Jim Wakeman last week and Ron Reynolds looked at the letter yesterday. Both concurred with the content of the letter.

State board and commission nominations need to be submitted through your local Representative or Senator. There are not many openings currently available.

7. Titan Corporation (WMD Exercise): Joye stated that he had met with Gary Trulson from Joplin Fire back on March 25 in reference to concerns about the Titan contract. Jointly, they have put an evaluation form to solicit input from all the teams. The feedback will be compiled and submitted to SEMA.

Gary stated that the evaluation was going to assess the process and the vendor. They are looking for realistic, objective input from the exercise process. Joye passed out copies of SEMA's request for proposal to be used as reference.

This is being done because many contractual items were not met. Similar concerns have been voiced throughout the state. This contract is a three year contract, but SEMA has a thirty day cancellation clause.

Joye will email the evaluations to all the teams. Feedback should be returned by April 29 in order to compile the data and to prepare the report.

8. NIMS: The NIMSCAST assessment will be due by September 2005. Full NIMS compliance will be due by September 2006.

What size jurisdiction is responsible for NIMS compliance? After some discussion, it was decided that the county level was the most reasonable. Candy stated that SEMA be making a decision by next week. Joye stated that if the responsibility was at the county level, the Commissioners will have to sign off. Even though, all the districts and jurisdictions within the county would still have to be compliant.

Chris NIMS is a good thing that can definitely help us. It's what we make of it. Dave stated that the main concern is that the "NIMS police" will come several years down the road in the way of auditors.

NIMS Train the Trainer will be conducted in Nixa.

9. Dade County Hazmat Response: Joye stated that Mr. Kitsmiller, the Emergency Manager from Dade County, had expressed concerns over the Hazmat response to his county. His concerns centered on who he would call for response in the watershed area.

Dade County is in Joplin's area of responsibility, but, due to an agreement with City Utilities, Springfield also responds to the watershed area. The confusion is in where the boundaries are and where the overlap is.

Jim stated that he doesn't know of any problems with responding to Dade County. They rolled recently on a call and notified Springfield of the spill. Bill also stated that they had an agreement with City Utilities to respond, and would do so if called.

Jim stated that any time there is a spill in Dade County, call Joplin. They can respond and sort the details later.

Bill stated that he would research the specifics of the agreement and get back to the group at the next meeting.

Joye stated that he would draft a formal letter once the specifics were spelled out.

Chris stated that the map needed to be redrawn. Neosho was not part of the original map. It was agreed to put it on the agenda for next month.

10. ICS Overhead Teams: Chris stated that he brought the issue with the SMESO group. He stated that the need is beyond just WMD. The May 4th tornado was an excellent example of this.

Joye stated that Dan Whisler made an excellent presentation about overhead teams at the Keeter Center during the recent conference. The elected officials present exhibited a definite interest in the concept.

Chris asked if this issue should stay within the WMD Planning Committee or if it should be turned over to the SMESO group. After discussion, it was decided to keep it within the WMD Planning Committee at least for now until the concept was better developed.

Joye stated that we should start looking into the functional areas and training for the teams. It was agreed to start this during the next meeting.

Candy asked if we should assign a sub-committee to address this issue. It was agreed. Jimmy Sebree, Theron Becker and Jim Perkins volunteered to start working on the Overhead Management Team Committee.

Joye stated that the teams would augment and not take over an incident. Gary questioned the rationale for having an IMT versus developing local capabilities. Dave stated that having a regional IMT would give him a resource that he would not have available in a small community or county.

11. Activation of Teams by SEMA: Joye discussed activation of the HSRTs. Back in January of 2005, SEMA did not have the procedures in their duty book. He worked with Tom Mohr to have the procedures included. The next issue is for SEMA to conduct training for the duty officers.

Dave stated that it would probably be helpful for the committee to put together an information paper describing the why, what and how of requesting a team. This would

be helpful for counties that do not have a team and are unaware or unsure as to what they can do.

Joye stated that if SB210 passes, local emergency managers would be responsible for overseeing mutual aid to or from their jurisdiction.

It was agreed that this issue needs to be looked into further and that the issue would be carried over to the next meeting.

12. Other old business: None.

13. New Business: None.

14. Organization updates:

- a. Health Department: Kendra thanked the WMD Committee for including the Health Department in on the planning and exercises. There will be a bioterrorism conference in June and another SNS exercise is in the works.
- b. 7th CST-WMD: No representative available.
- c. Hazmat Teams:

Joplin: They have received their Hazmat ID. Smith's Detection will come to Joplin to train the Hazmat Techs on its use. The Hazmat ID was purchased with the standard library. The enhanced library would have been ideal, but it cost substantially more. Even though, its computer can learn new agent definitions. We should find out about how we can share the definition files to expand the libraries throughout the region.

SGT Bill Goodwin is the new point of contact for the Police Department. He is getting involved and asking for equipment.

They have run into problems because both of their trailers are full already. Also, Joplin does not have a mobile command vehicle and they are looking at the options available.

- i. Logan-Rogersville: They are currently working with Webster County on a full-scale exercise for this fall.
 - ii. Nevada: Hazmat technicians have just completed a refresher. They are now working getting the EMS section qualified. Law enforcement is starting to come on board slowly.
 - iii. Neosho: Truck and trailer is in, they are working on the design and layout of the trailer. The law enforcement piece is also starting to come on board.
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- iv. Branson-Taney: They are working on a trailer for EMS. They are also putting together a communications van.

They conducted a command level exercise as well as the Titan exercise. Both went well.

- v. Springfield: Equipment continues to come in. They are working on the Hazmat ID's, bomb truck, bomb dog and truck, fans as well as the Expeditions and generators for EMS.
- d. Law Enforcement: No representative available.
 - e. Emergency Medical Services: No representative available.
 - f. DNR: No representative available.
 - g. EPA: Paul Dougherty introduced himself to the group. He stated that he is working on Regional Contingency Planning and was asked by DNR to look at SW Missouri. He does not plan to "re-invent the wheel", but would like to continue to be a liaison for the group.

15. The next meeting will be held on May 18, 2005 at 1:30 P.M. in Joplin at a location to be determined.

16. Meeting was adjourned.

17. Participants were reminded to go to the Neosho Fire Department to look at the equipment that has been acquired thus far.

Respectfully submitted,

Victor Argilagos
WMD/HAZMAT Planning Specialist

Attendance Listing
April 13, 2005

Al Campbell	Dallas County 911
Terry Lane	Dallas County Emergency Management
Paul Dougherty	Environmental Protection Agency
Gary Trulson	Joplin Fire Department
Jim Perkins	Joplin Fire Department
Robert Kemp	Logan-Rogersville Fire Prot. District
Greg Hickman	Neosho Fire Department
Bill Gillette	Nevada Fire Department
Gary Roark	Newton County EMA
April Tarrant	Newton County Central Dispatch
Bob Kulp	Newton County Health Dept.
Theron Becker	Polk County Health Dept.
Andy Nimmo	Redings Mills Fire Prot. District
Candace Adams	State Emergency Management Agency
Ron Reynolds	State Emergency Management Agency
Bill Arrington	Springfield Fire Department
Jaci McReynolds	Springfield-Greene County Health Dept.
Kendra Williams	Springfield-Greene County Health Dept.
Rebecca Ray	Springfield-Greene County Health Dept.
Joye McElwee	Springfield-Greene County OEM
Victor Argilagos	Springfield-Greene County OEM
Chris Berndt	Taney County EMA
Dennis Kimrey	Vernon County EMA
