

**AGENDA**  
**ST. LOUIS AREA REGIONAL RESPONSE SYSTEM**  
**BOARD OF DIRECTORS**  
**Thursday, February 13, 2020 – 9:00 A.M.**  
**ST. LOUIS CITY FIRE HEADQUARTERS**

1. CALL TO ORDER BY SERGEANT BILL ROCHE

2. APPROVAL OF MINUTES OF OCTOBER 10, 2019 MEETING

3. DISCUSSION ITEMS

A. Director's Report

Gregg Favre  
STARRS, Executive Director

B. Administrative Overview & Updates

STACI ALVAREZ  
East-West Gateway, Admin Director

C. CCTA Program Update

ALTHEA DE GUZMAN  
Hagerty Consultants

D. Sub-committee Reports

- Communications Core Group
- Emergency Management
- Emergency Medical Services (EMS)
- Hazardous Materials (Hazmat)
- Healthcare Coalition
- Healthcare Preparedness
- Law Enforcement
- Mass Fatality
- Public Health
- St. Louis Area Regional Coalition of COADS
- Training and Exercise
- Urban Search and Rescue

4. ACTION ITEMS

A. Regional Security Expenditures

B. Nominating Committee Report

CAPTAIN CHRIS HUNT  
St. Charles County Police Department

5. OTHER BUSINESS

6. NEXT MEETING AND ADJOURNMENT

**STARRS BOARD OF DIRECTORS  
MEETING MINUTES  
October 10, 2019**

The meeting of the STARRS Board of Directors was called to order at 9:06 a.m. at the City of St. Louis Fire Headquarters, 1421 N. Jefferson, St. Louis, Missouri, with attendance as follows:

**Directors Present**

Anthony Falconio  
Nick Harper  
Dennis Jenkerson  
Herb Simmons  
Josh Wilderson

**Ex Officio**

Jim Wild

**On Conference Line**

Greg Brown  
Abe Cook  
Don Feher  
Brian Gettemeier  
Joann Leykam  
Ryan Nicholls  
Warren Robinson  
Roger Smith  
Dave Todd  
Ryan Weber

**Excused**

Mike Arras  
Jon Belmar  
Gary Christmann  
Mark Diedrich  
Justen Hauser  
Lynden Prange  
John Nowak  
Lawrence O'Toole  
Vanessa Poston  
Bill Roche  
Derek Rieger  
Michele Tanton  
Jim Terry

**Absent**

Chris Hunt

Also in attendance were Althea de Guzman, Hagerty Consultants. In addition, STARRS / East-West Gateway Council of Governments staff Staci Alvarez, Nick Gragnani, Brian Marler, Leah Watkins, Jennifer Vuitel, and Samantha Peterson.

**CALL TO ORDER**

Anthony Falconio, Treasurer, called the meeting to order.

**APPROVAL OF MINUTES OF AUGUST 8, 2019 MEETING**

Motion was made to approve the minutes of the August 8, 2019 meeting. Motion carried, all voting aye.

**DISCUSSION ITEMS**

**Directors Report**

Nick Gragnani provided grant updates on UASI. Mr. Gragnani reported that the FY 2016 UASI grant was closed with \$2.40 as a remaining balance. He advised the STARRS was currently working out of grants funding for FY 17 and FY 18 UASI. Mr. Gragnani informed the board we were still waiting on more information regarding the FY 19 UASI grant but should be hearing more information soon.

Nick then introduced Samantha Peterson, new East-West Gateway employee assigned to the STARRS program. Sam comes to STARRS from Springfield/Green County, Missouri Emergency Management Agency where she

was the Deputy Director of Operations. In that role she coordinated and implemented several projects and programs with regional partner agencies. Her work experience includes leading emergency operations center activations during emergencies and disasters, providing support operations during and after special events and building community relationships with new and existing stakeholders. Additionally, she developed the Springfield-Green County Hazard Mitigation Plan and maintained mitigation and preparedness contracts with area municipalities and public school districts.

Sam is an Officer Candidate with the Missouri Army National Guard, recently completing her Army Basic Training at Fort Jackson, South Carolina. She has a Bachelor of Science from Missouri State University and a Masters of Public Administration from Walden University.

### **CCTA Program Update**

Althea de Guzman provided an update for the CCTA program. She discussed current projects underway including the creation of operational guides to assist agencies in working together as a whole community. She also discussed response drills and workshops that have been conducted and that are being planned into the future.

Ms. de Guzman provided more information on the “Hunter Seeker” exercise currently in its planning stages. This exercise will incorporate multiple Fusion Centers including Jefferson City, Kansas City, Boston, Chicago, and Springfield. Additionally, Althea informed the Board of the region's decision to conduct a Functional Exercise Series for the Capstone instead of the full-scale exercise option. Instead of a capstone exercise focusing solely on the immediate and tactical response, the series option (with exercises in February and May 2020) would engage several whole community stakeholders to test operational capabilities included as part of the CCTA program's regional response guide. The first exercise in this series, “River Hydra,” will address how to establish a common operating picture over 200 agencies. The second exercise in this series, “River Gorgon,” will focus on engaging supervisory and command personnel. Agencies may build their own drill to be incorporated into these exercises.

During the subcommittee report-out, Chief Dave Todd of St. Charles County, added that he received positive feedback from tactical operations teams on the CCTA response drills and their continued participation in the program. Later St. Clair County Emergency Management Director, Herb Simmons, informed the group that the CCTA drill training directly impacted response efforts in a real-world incident at Belleville High School. Multiple public safety agencies from several jurisdictions responded to a shots-fired call-out within 2 minutes and were coordinating with each on their way to the incident. Many of these agencies attended the response drills and credited this organized, collaborative response to the training at the drills.

### **Missouri All Hazards Mitigation Plan Update**

Jennifer Vuitel provided the Board with an update on the All-Hazards Mitigation Plan. She explained the primary purpose of the Mitigation Plan is to discuss how to mitigate natural hazards. Ms. Vuitel advised the public comment timeframe for the plan had just ended but to please let her know if anything else was noticed as this plan will be in place for 5 years. FEMA has required at least 10% of the jurisdictions included adopt the plan before their review can begin. Jurisdictions must adopt by formal resolution to be eligible for Mitigation funds. The Plan will be submitted to SEMA on November 1, 2019. EWG is encouraging all jurisdictions - cities, counties, school districts, and special districts - to adopt the new Plan by resolution. The document being adopted is the final, FEMA-approved Plan. Adoption by resolution is necessary to be eligible to receive grant funding for hazard mitigation.

Jim Wild asked if FEMA could change the plan after jurisdictions have adopted. Jennifer stated this would be the final form of the document that would be adopted so it was very unlikely for FEMA to make major changes.

### **2019 Nationwide Cybersecurity Review (NCSR)**

Staci Alvarez presented to the Board information about the 2019 Nationwide Cybersecurity Review (NCSR). For the 2019 grant cycle, the U.S. Department of Homeland Security mandated that all Homeland Security Grant Program recipients / sub-recipients take the NCSR. This means that EWG and all of its Urban Area Security Initiative (UASI) sub-recipients have to complete the NCSR to be eligible to receive 2019 UASI grant funds. The NCSR contains ~150 questions on various cybersecurity related topics. This survey will take 2 to 3 hours to complete and needs to be completed by each entity's highest level cybersecurity employee. Each entity must register with the Center for Internet Security (CIS) to obtain an account and take the survey. It may take up to 2 weeks to have an account activated. There are 12 projects and 17+ sub-recipients affected by this new requirement. Sub-recipients have until December 9, 2019 to complete the NCSR and submit proof of completion to EWG/STARRS. Sub-recipients that do not meet this deadline will be deemed ineligible to receive any funds or grant-funded equipment and supplies from the 2019 UASI grant. In the coming weeks, EWG/STARRS and Fusion Center staff will be reaching out to each sub-recipient to answer questions and provide assistance with the NCSR.

### **Sub-committee Reports**

- Communications Core Group – Brian Marler reported.

The Communications Core Group met on Wednesday the 9th.

In 2020 the DHS CISA division will be converting the region's TIC-FOG (Tactical Interoperable Communications Field Operations Guide) into a mobile app that will become available on Google Play and the Apple app store. It will be able to run from your phone or tablet. A password will be required to unlock access. Once available, contact STARRS for access.

The region has begun work on creating standardized radio talkgroup "zones". The zone content and names would be identical across all responder radios that might respond to an event. Zones might be based on geography, discipline or other commonalities. Inclusion of these new standardized zones on radios would allow responders to quickly locate ways to communicate with each other at large incidents or events.

Representatives in the region have been working together on creating "standing" ICS 205 communications plans, helping ease communications issues at incidents and events. The group has begun looking for ways to expand the forms to additional areas of the region.

- Emergency Management – No report
- Emergency Medical Services (EMS) – Deputy Chief Nick Harper said there was no report at this time.
- Hazardous Materials – No report
- Healthcare Coalition – No report
- Healthcare Preparedness – No report
- Law Enforcement – Chief Dave Todd stated there was no report at this time.
- Mass Fatality – No report.
- Public Health – No report.
- St. Louis Area Regional Coalition of COADS – No report.
- Training and Exercise – Josh Wilderson advised the Training and Exercise Planning Workshop was well attended. No further report.
- Urban Search and Rescue (US&R) – Brian Gettemeier reported the Heavy Rescue Task Force is planning several exercises at the end of the month.

### **ACTION ITEMS**

### **STARRS EMS Committee Charter**

Nick Gragnani requested the adoption of the EMS Charter and By-Laws. Motion was made to approve. Motion carried, all voting aye.

### **STARRS Authorize Signatory Agent**

Nick Gragnani, advised that he is currently the only signatory agent on the STARRS Hospital account at PNC Bank. He presented a Banking Resolution that authorizes Mr. James M. Wild and Mr. Dominic M. Gragnani to operate the accounts and authorize payment of funds from the PNC bank account. Motion was made to approve. Motion carried, all voting aye.

### **Regional Security Expenditures**

Nick Gragnani, summarized staff's recommendation of the following expenditures, totaling \$448,162. The expenditures will be funded from the U.S. Department of Homeland Security's Urban Area Security Initiative (UASI) grant program.

<b>Action</b>	<b>Description</b>	<b>Amount</b>
Purchase	560 CERT Back Packs	\$61,040
Purchase	21 Chemical Protective Suits	\$36,120
Purchase	Hydraulic Extrication Equipment	\$60,097
Purchase	Five (5) Lifting Air Bag Sets	\$191,905
Purchase	75 Water Rescue Dry Suits	\$99,000

Motion approving the recommendation was made. Motion carried, all voting aye.

### **Nominating Committee Report**

Nick Gragnani summarized the Nominating Committee's STARRS Sub-Committee recommendations:

The Nominating Committee recommends the following individuals for membership on a STARRS Sub-Committee:

#### Healthcare Preparedness

**Cody Minks, Emergency Preparedness Specialist, SSM Health.** Cody Minks joined SSM Health in February 2019 to serve as an Environmental Safety, Security & Emergency Preparedness Specialist. In this position he is responsible for emergency planning for SSM St. Louis and their eight hospitals across the region. Cody has also served as the Regional Public Health Emergency Planner for the St. Charles County Department of Public Health, specifically serving as the CDC's Cities Readiness Initiative (CRI) program coordinator for the St. Louis Region.

#### Healthcare Coalition

**Cody Minks, Emergency Preparedness Specialist, SSM Health.**

#### Law Enforcement

**Sergeant John Jones, St. Louis Regional Bomb & Arson, St. Louis Metropolitan Police Dept.** John Jones became the Bomb Squad Commander in April of 2019. Prior to taking on that role, he spent three plus years as supervisor SWAT Supervisor for one of the SLMPD SWAT teams and also has experience as a Detective in the Bomb & Arson section of the Bureau of Investigations.

**Officer Joseph Busso, Special Weapons and Tactics (SWAT), St. Louis Metropolitan Police Dept.** Joseph Busso has been the SWAT Team: Sniper/Observer Team Leader since 2013, and is responsible for the management, training, exercising & instructing the 4-man Sniper/Observer Team. Joe is also a member of the St. Louis Regional CCTA program planning team.

**Sergeant Matt Moore, Special Operations Commander, Jefferson County Sheriff's Office.** Matt Moore became the Special Operations Division Commander in April 2018, in which he is responsible for managing the special operations units in Jefferson County, managing the divisions budget, developing training, and commanding the County's SWAT Team. He has been with the Jefferson County Sheriff's Office since 2013, serving in various roles.

**Sergeant Clifford Sommer, Special Weapons & Tactics, St. Louis Metropolitan Police Dept.** Cliff Sommers is a 22 year veteran of the St. Louis Metropolitan Police Department, and has been serving as a Sergeant on the SWAT team since 2013. He has also served as a District Sergeant and Detective in the SLMPD.

#### Urban Search and Rescue

**Chad Wagner, Assistant Chief, Lake St. Louis Fire Protection District.**

Chad Wagner has been the Assistant Chief for Lake St. Louis since 2017. He has served with various Fire Departments since 1992. He has extensive experience with Heavy Rescue and Haz-Mat. In addition to his duties as Assistant Chief, he is also an instructor with the St. Louis County Fire Academy and is a member of St. Charles County Heavy Rescue Task Force and Missouri Task Force 1.

#### Mass Fatality

**Shawn Hicks, Medical Investigator, St. Louis City Medical Examiner.** Karissa Huffman joined the Franklin County Health Department as a Public Health Planner in October 2018. Prior to joining Franklin County, she studied Health Science and Wellness at the University of Missouri where she received a Bachelor's degree in May 2018. Her certifications include ICS-100, 200, 700, and 800 as well as CPR, AED, and Basic First Aid training.

### **SUB-COMMITTEE Chair and Vice Chair Appointments**

#### Sub-Committee Vice Chair Appointment

**Healthcare Preparedness - Cody Minks, Emergency Preparedness Specialist, SSM Health.**

Motion approving the recommendation was made. Motion carried, all voting aye.

#### OTHER BUSINESS

Nick Gragnani advised the Board that he has notified East-West Gateway that he will retire at the end of 2019. He thanked the members of the Board for assisting him over the past 15 years and stated it has been an honor being the Executive Director of STARRS. He advised further that he has enjoyed working with the members of the Board making the St. Louis region safer and prepared for the next... Jim Wild advised that East-West Gateway will begin the process to find a replacement and stated that members of the Board may be asked to participate as a selection committee. More information will be available in the coming weeks.

#### NEXT MEETING & ADJOURNMENT

Motion to adjourn the meeting was made. Motion carried, all voting aye. The meeting was adjourned at 9:56 AM.

## **DIRECTORS REPORT:**

Letter to the Board:

*(the following letter was sent to Board members on January 31<sup>st</sup>, 2020)*

Dear Members of the STARRS Board,

As I finish my first full week with the STARRS organization, I want to thank those of you have reached out and offered your guidance, experience and well-wishes as I move into the Executive Director role. While I look forward to finding one-on-one time with all of you over the coming days and weeks, I wanted you to hear from me, early, both to offer some insight and seek your counsel as we move the organization forward.

First, I want to personally thank Nick Gragnani for his leadership of the organization the last 15 years. Nick served as a pragmatic, informed leader and made significant contributions to our regional safety and security across the full scope of his career.

I am joining an organization that I have had great respect for throughout my career. Since its beginning, apart from a year spent in the private sector, I have worked alongside – and benefited from – the work of STARRS. Wherever I worked - whether it was as a leader on the St. Louis Fire Department or during my time as the State's Deputy Director of Public Safety – I have always been proud to work with an organization so intensely focused on building capacity and collaboration.

As I begin my time as ED, I would like to share with all you the same overarching views that I've discussed with the hiring committee, the Board President, the EWG Executive Director and the STARRS staff.

The opportunities and challenges ahead of this organization, and for regional safety and security generally, are significant. We are all aware of how fast the national standards, threat landscapes, and funding streams can change. As we look to position ourselves as the dynamic organization needed in an ever-changing world, two stakeholder groups are my focus: you, our Board and clients, and my valued colleagues on the STARRS/EWG staff.

In my conversations with members of both groups the past few days, it is clear there is work on the horizon. We must continue to build capacity; continue to drive clarity and purpose in our tasking; we must collaborate better; and we have to ensure that we are investing in training, strategy and capital that builds real resiliency.

Over the next several months I will ask for your insight and expertise in helping our team craft an operational, measurable strategic plan for the STARRS organization. With contributions from across stakeholder groups, we will build a focused plan of desired outcomes and a disciplined set of actions to accomplish our goals.

While we will solicit your help in dialing in on the specifics, I intend for our 2020 goals to be broadly bucketed across four key areas:

- 1) **OPERATIONAL EXCELLENCE:** We strive to create a culture of continuous improvement, including efforts to modernize operations, best practices, as well as certify and clarify historical beliefs and processes.
- 2) **FINANCIAL DISCIPLINE:** Through financial rigor and transparency we strive for better community outcomes. We recognize we are all responsible for creating greater value for those we serve.

3) RESPONSIVE LEADERSHIP: We strive to create a talent-centric organization. Our goal is to recruit, engage, partner with and amplify those who can create and sustain better regional safety and security.

4) DIVERSIFIED SERVICE: We look for strategic, innovative ways to expand our knowledge, experience and capabilities into new or existing opportunities and challenges.

Over the course of nearly two decades, STARRS has added much depth to the overall preparedness of our region. Every public safety related discipline – from intelligence to technical rescue; EMS Task Forces to cyber security – has benefited from the work of this Board and this team.

It is my goal to build the processes, plans and actions necessary to sustain both investments made to date and to position us for what lies ahead. With your help, I have no doubt that we can get there.

My team and I are grateful for your participation. Our region is unquestionably safer for the time and experience you bring to our work. Thank you for choosing to serve.

I look forward to working with all of you and for all we will accomplish together.

Respectfully & in Service,



Greggory J. Favre, MS, MA

Executive Director

St. Louis Area Regional Response System





# **STARRS BOD Meeting CCTA Overview**

**St. Louis Regional Complex  
Coordinated Terrorist Attack Program**

**February 13, 2020**

**0800 - 0930 Hours**

**St. Louis City Fire Headquarters**



This publication was funded through a grant from the U.S. Department of Homeland Security, Federal Emergency Management Agency.

***St. Louis Hunter Seeker***  
***A Multi-Day, Intelligence &  
Information Sharing Exercise***

January 14 – 17, 2020

# Stakeholders

---

## Whole community stakeholders include the following disciplines:

- ❖ Law Enforcement
- ❖ Fire Protection Services
- ❖ Emergency Medical Services
- ❖ Hospitals/Healthcare
- ❖ Public Health
- ❖ Emergency Management
- ❖ Public Works/Private Sector

## Local, State, and Federal Agencies

- ❖ Federal Bureau of Investigation (FBI)
- ❖ United States Coast Guard (USCG)
- ❖ Transportation Security Administration (TSA)
- ❖ Department of Homeland Security (DHS)

# Participating Fusion Centers

---

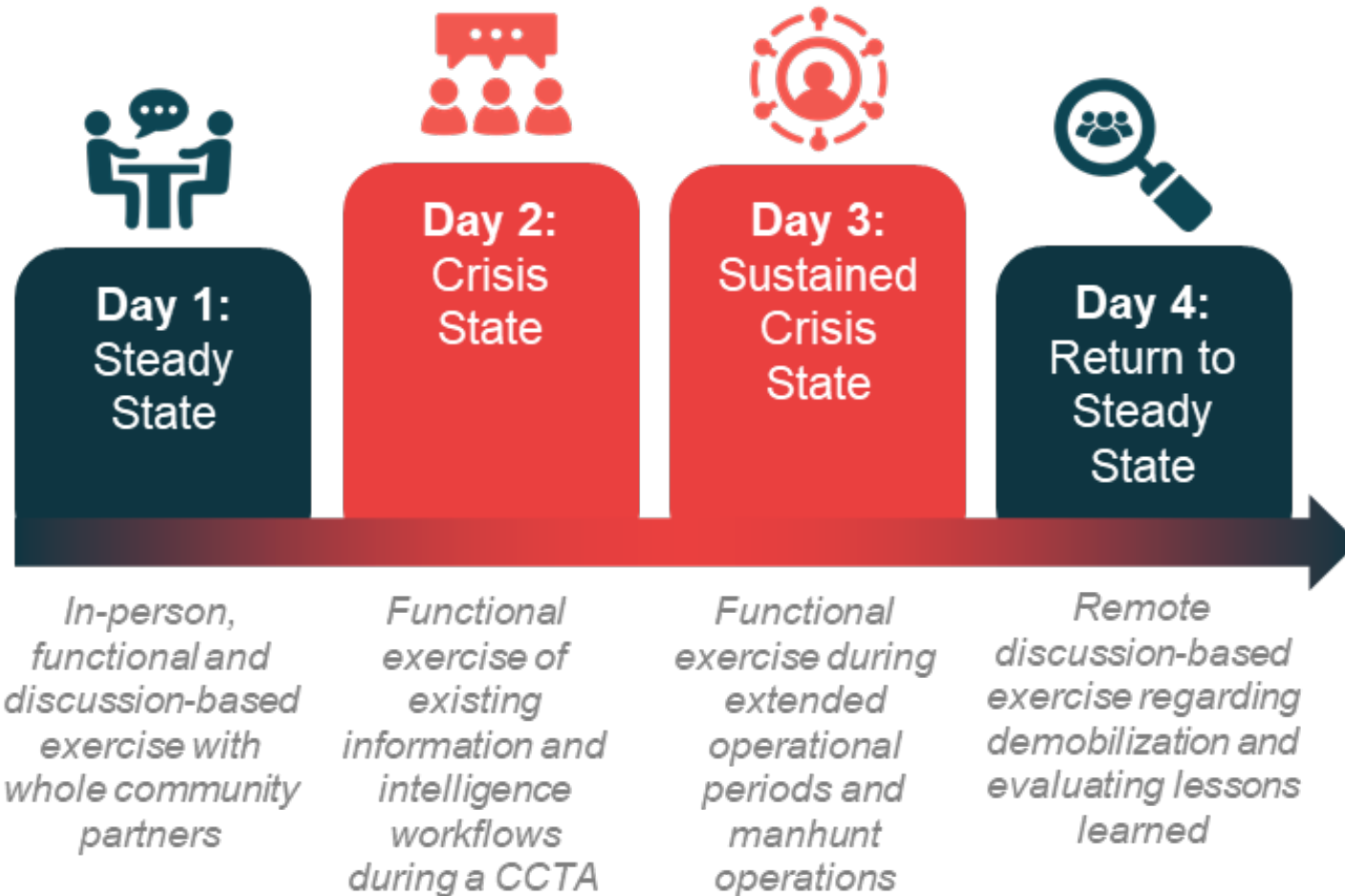
## Primary Fusion Centers

- ❖ St. Louis Fusion Center (STLFC)
- ❖ Statewide Terrorism Intelligence Center (STIC)
- ❖ Missouri Information Analysis Center (MIAC)

## Supporting Fusion Centers

- ❖ Crime Prevention and Information Center (CPIC)
- ❖ Kansas City Regional Fusion Center (KCRFC)
- ❖ Boston Regional Intelligence Center (BRIC)

# Exercise Overview



# SimCell Layout and Phone Extensions St. Charles County Emergency Operations Center



Controllers

Table 1  
x6427  
x6428



Controllers

Table 2  
x6429  
x6430



Evaluators

Table 3  
x6431  
x6432

ALL  
COMMUNICATIONS  
MUST START AND  
END WITH:  
**“THIS IS AN  
EXERCISE”.**

Fusion Centers will call the extensions listed at each table below to reach a simulator from a stakeholder group.

ALL COMMUNICATIONS MUST START WITH: **THIS IS AN EXERCISE.**  
Main Phone Number: 636-949-7900



Law  
Enforcement

Table 4  
x6433  
x6434



Fire/EMS

Table 5  
x6435  
x6436



Emergency  
Management

Table 6  
x6437  
x6438



Public  
Health

Table 7  
x6439  
x6440



Hospitals/  
Healthcare

Table 8  
x6441  
x6442



Public/  
Private

Table 9  
x6443  
x6444



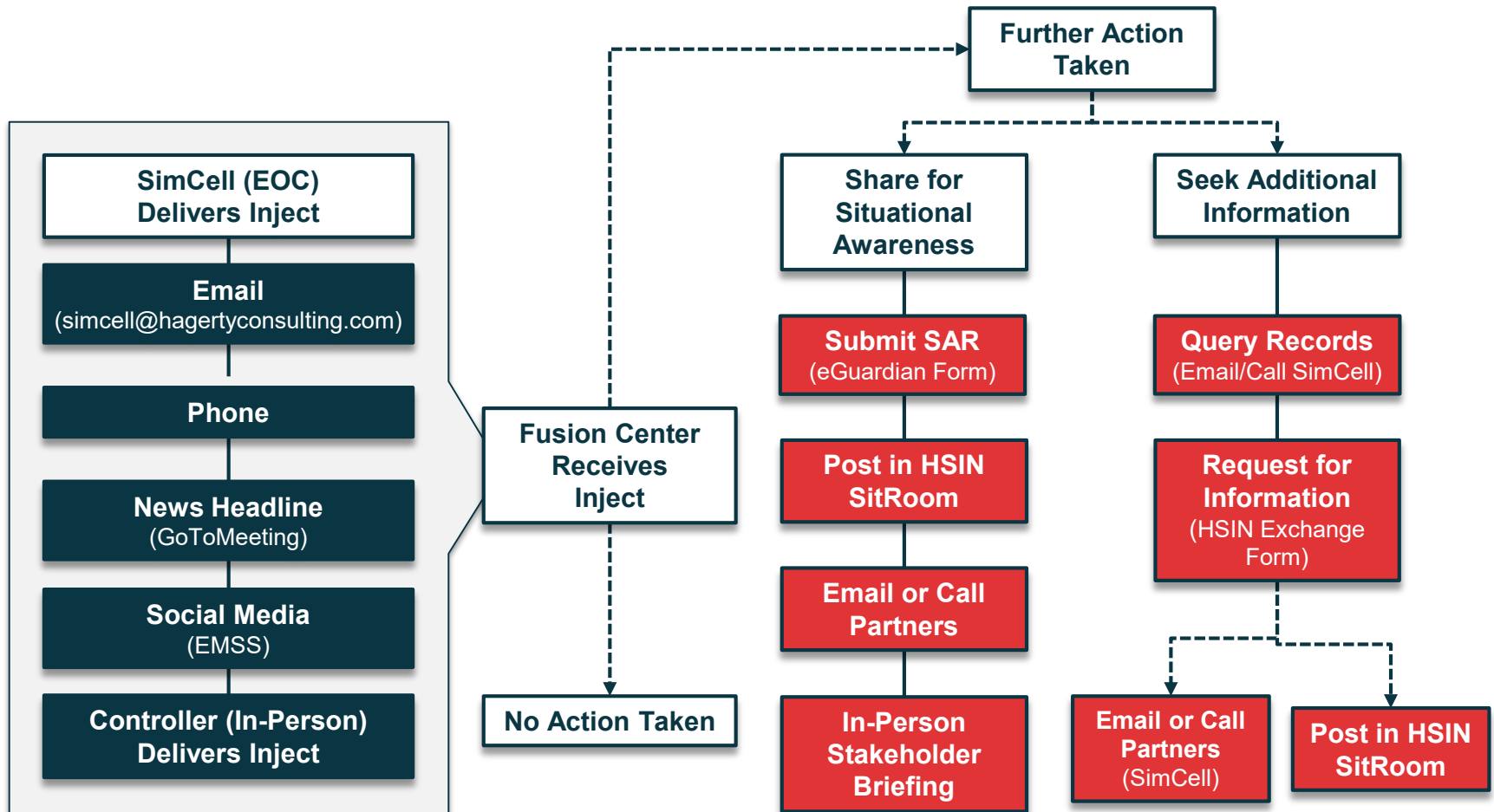
Federal  
Agencies

Table 10  
x6445  
x6446



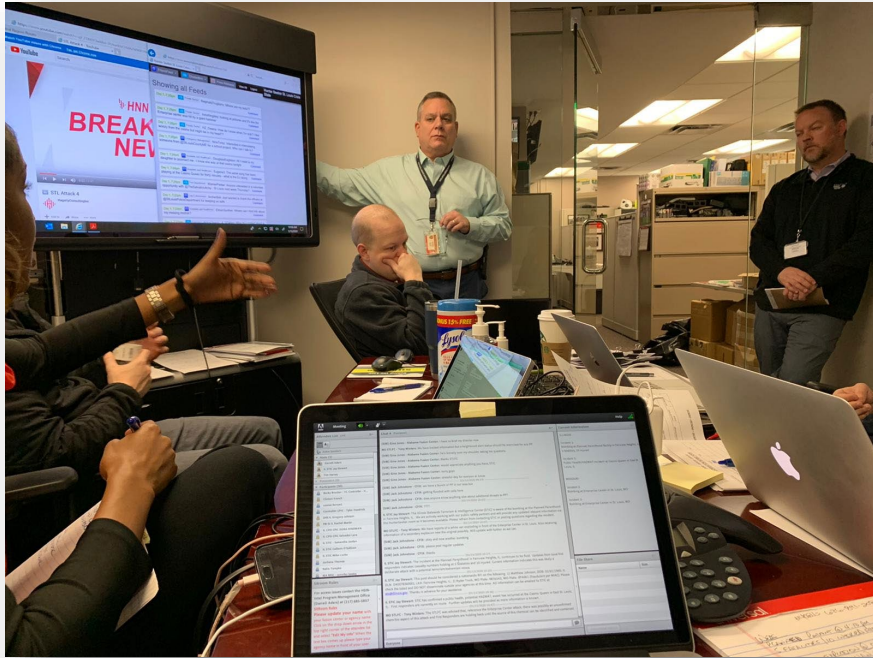
# St. Louis Regional CCTA Program Hunter Seeker Functional Exercise Inject Delivery and Workflow Chart

All communications must contain: **THIS IS AN EXERCISE.**



# Primary: St. Louis Fusion Center

---



*“STLFC used telephone, email, HSIN, simulated social media platforms, and simulated in-person conversations to collect relevant intelligence and to conduct a basic level of analysis with the information collected.*”

*STLFC staff demonstrated an ability to identify intelligence gaps and to request relevant information to fill those gaps.”*



# Supporting Fusion Centers Nationwide





***POSTPONED***  
***Area Command & Resource***  
***Management Workshop***

Date To Be Determined

# Progressive Exercise Series

---

## CCTA Capstone Exercise Series



**FEB 2020**

**Discussion-Based  
Exercise**

Command & Resource  
Management Workshop



**MAY 2020**

**Operations-Based  
Exercise**

Capstone  
Functional Exercise



**2021**

**Full-Scale Exercise**

***Questions?***

31-Jan-20

<b>Sub-Committee Chair and Vice Chair Appointments</b>		
<b>Sub-Committee</b>	<b>Chair</b>	<b>Vice Chair</b>
Communications Core Group	Greg Brown	Joann Leykem
Emergency Management		Warren Robinson
Emergency Medical Services	Jim Fingerhut	John Nowak
Hazardous Materials	Michael Arras	
Healthcare Coalition/ESF8	Vanessa Poston	Gary Christmann
Healthcare Preparedness	John Whitaker	Michele Tanton
Law Enforcement	Jon Belmar	Chris Hunt
Mass Fatality	Roger Smith	Kathleen Hargrave
Public Health	Justen Hauser	Nicholas Kohlberg
St. Louis Regional Coalition of COADS	Tina Davis	Warren Robinson
Training and Exercise	Derek Rieger	John Wilderson
Urban Search and Rescue	Brian Gettemeier	Michael Arras

<b>Sub-Committee Category C Director Appointments</b>		
<b>Sub-Committee</b>	<b>Voting Rep</b>	<b>Alternate</b>
Communications Core Group	Greg Brown	Joann Leykem
Emergency Medical Services	Nick Harper	John Nowak
Hazardous Materials	Dennis Jenkerson	
Healthcare Coalition/ESF8	Vanessa Poston	Gary Christmann
Healthcare Preparedness	John Whitaker	Michele Tanton
Law Enforcement	Chris Hunt	Jon Belmar
Mass Fatality	Roger Smith	Kathleen Hargrave
Public Health	Justen Hauser	Nicholas Kohlberg
St. Louis Regional Coalition of COADS	Ben Perrin	
Training and Exercise	Derek Rieger	John Wilderson
Urban Search and Rescue	Brian Gettemeier	Michael Arras

<b>New Sub-Committee Applicants</b>		
<b>Sub-Committee</b>	<b>Name</b>	<b>Agency</b>
Communications Core Group	Cory Heuchert	Madison County Emergency Management Agency
Emergency Management Committee	Michele Ryan	St Louis County Police Department
Emergency Management Committee	Ryan Weber	Monroe County Emergency Management Agency
Emergency Management Committee	Jay Marsden	City of Wentzville
Emergency Management Committee	Jani Albright	St. Charles County Police Department
Public Health Committee	Alexandra Berkley	Missouri Department of Health and Senior Services
Public Health Committee	Megan Richard	St. Charles County Department of Public Health

<b>Request for Reinstatement of Voting Rights</b>		
<b>Sub-Committee</b>	<b>Name</b>	<b>Agency</b>

<b>Request For Removals/Resignations</b>		
<b>Sub-Committee</b>	<b>Name</b>	<b>Agency</b>
Communications Core Group	Paul Tipton	Monroe Co Emergency Mangagment Agency
Communications Core Group	Bob Kurtz	St Louis Co Emergency Communications Commission
Communications Core Group	Tim Lindemeyer	Franklin County Sheriff's Dept
Emergency Management Committee	Mark Diedrich	St Louis Co Office of Emergency Management
Emergency Management Committee	Paul Dupuis	St Louis Co Office of Emergency Management
Emergency Management Committee	Todd Fulton	Madison Co Emergency Management Agency
Emergency Management Committee	Ina McCaine-Oberland	St. Charles Co Division of Emergency Management



**St. Louis Urban Area Security Initiative (UASI)  
Fiscal Year 2020 Grant Project Application Packet**



One Memorial Drive, Suite 1600  
Saint Louis, Missouri 63102

**DEADLINE: Friday, March 27, 2020**

**Applications must be received  
at STARRS by 5:00 PM**



## INFORMATION & REFERENCE LINKS

For FY 2020, all UASI grant Investment Justifications (IJ) projects must align with the National Preparedness Goal and the Core Capabilities outlined in the St. Louis Urban Area Threat Hazard Identification Risk Assessment (THIRA). If you need assistance with this application or a copy of the THIRA, please contact STARRS staff.

***Please provide separate Project Applications for each project your committee is submitting.***

You should complete this application in its entirety. If a section is not applicable to your project (e.g. G-4 - Budget for Training), then you should leave that section blank.

This application contains 4 primary sections, as follows:

- A. Sub-Committee Information & Points of Contact
- B. Project Information
- C. Core Capabilities
- D. Budget, includes:
  - Planning Costs
  - Organization Costs
  - Equipment Costs
  - Training Costs
  - Exercise Costs
  - Total Costs

This application contains locked cells that indicate areas that are for office (STARRS) use only. These cells are greyed out.

Reference materials that you may need to complete this application can be accessed at the links provided below.

***National Preparedness Goal***                      <https://www.fema.gov/national-preparedness-goal>

***FEMA Authorized Equipment List***                      <https://www.fema.gov/authorized-equipment-list>

***NIMS Typing***                      <https://www.fema.gov/national-incident-management-system>  
<https://rtlt.preptoolkit.fema.gov/Public>

Refer to the POETE framework in the "POETE" worksheet for more information about each category for the budget worksheets.



**A. SUB-COMMITTEE & POINTS OF CONTACT**

**A-1. Sub-Committee Submitting Application** *(Identify the sub-committee submitting the project application)*

---

---

**A-2. Project Points of Contact Name, Phone # & E-mail** *(Provide a primary and secondary point of contact for the persons STARRS can contact with questions about this application or the project)*

**Primary Contact:**

---

---

**Secondary Contact:**

---

---

### B. PROJECT INFORMATION

**B-1. Project Title**

---

**B-2. Project Description** *(Provide a brief overview of project)*

---

**B-3. Project Goals** *(Briefly describe the desired impact of the investment in this project; describe the goals / outcomes you hope to achieve with this project)*

---

**B-4. Does this project include assets or activities that are deployable or shareable to other regions or states?**

Deployable

Shareable

**B-5. Regional Support** *(Briefly describe how this project supports a regional initiative)*

---

**B. PROJECT INFORMATION**



### C. CORE CAPABILITIES

**C-1. Core Capabilities** (Select only one primary Core Capability that will be supported by the proposed project)

[Click here for more information about the National Preparedness Goal](#)

**All Mission Areas**

- Planning
- Public Information and Warning
- Operational Coordination

**Prevention Mission Area**

- Forensics and Attribution
- Intelligence and Information Sharing
- Interdiction and Disruption
- Screening, Search, and Detection

**Protection Mission Area**

- Access Control and Identity Verification
- Cybersecurity
- Physical Protective Measures
- Risk Management for Protection Programs and Activities
- Supply Chain Integrity and Security
- Intelligence and Information Sharing
- Interdiction and Disruption
- Screening, Search, and Detection

**Mitigation Mission Area**

- Community Resilience
- Long-term Vulnerability Reduction
- Risk and Disaster Resilience Assessment
- Threats and Hazard Identification

**Response Mission Area**

- Critical Transportation
- Environmental Response/Health an Safety
- Fatality Management Services
- Fire Management and Suppression
- Logistics and Supply Chain Management
- Mass Care Services
- Mass Search and Rescue Operations
- On-Scene Security Protection and Law Enforcement
- Operational Communications
- Public Health, Healthcare, and Emergency Medical Services
- Situational Assessment
- Infrastructure Systems

**Recovery Mission Area**

- Economic Recovery
- Health and Social Services
- Housing
- Natural and Cultural Resources
- Infrastructure Systems

**C-2. Indicate whether the project will sustain or build a core capability** (Sustain- maintain capability at existing level; Build- start new capability or fill gap that raises capability level)

Sustain

Build

**C-2(i). Sustainment Description** (For sustainment projects - briefly describe the existing capability or project that this project will sustain and how this project will help sustain that capability or project)

-----

**C. CORE CAPABILITIES**

**C-2(ii). Build Description** *(For build projects - briefly describe the capability that this project will build or what gap this project will fill to raise a capability level)*

---

**D-1. Budget Justification - Planning Costs**

Use the budget worksheets to provide the planning costs that you are requesting in your project application. Refer to the POETE framework in the "POETE" worksheet for more information about the planning category. In column C, you must provide the AEL # for any equipment or supplies you are requesting to support your planning project. In columns D & E, indicate whether or not the resource is NIMS kind and typed and describe the applicable NIMS kind and type. In columns G & H, provide the name and a point of contact for the agency or organization that is the intended recipient of the grant funds or the grant-funded equipment or supplies.

Planning Costs							\$0.00	
Item Description	AEL #	NIMS Typing		QTY	Unit Cost	Est. Total Cost	Agency/Organization	
		Is this resource NIMS kind & typed (Y/N)?	If, Yes, describe the NIMS kind & type.				Name	Point of Contact
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		

**D-2. Budget Justification - Organization Costs**

Use the budget worksheets to provide the organization costs that you are requesting in your project application. Refer to the POETE framework in the "POETE" worksheet for more information about the organization category. In column C, you must provide the AEL # for any equipment or supplies you are requesting to support your project. In columns D & E, indicate whether or not the resource is NIMS kind and typed and describe the applicable NIMS kind and type. In columns G & H, provide the name and a point of contact for the agency or organization that is the intended recipient of the grant funds or the grant-funded equipment or supplies.

Organization Costs							\$0.00	
Item Description	AEL #	NIMS Typing		QTY	Unit Cost	Est. Total Cost	Agency/Organization	
		Is this resource NIMS kind & typed (Y/N)?	If, Yes, describe the NIMS kind & type.				Name	Point of Contact
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		

**D-3. Budget Justification - Equipment Costs**

Use the budget worksheets to provide the costs of the equipment or supplies that you are requesting in your project application. Refer to the POETE framework in the "POETE" worksheet for more information about the equipment category. In column C, you must provide the AEL # for any equipment or supplies you are requesting. In columns D & E, indicate whether or not the resource is NIMS kind and typed and describe the applicable NIMS kind and type. In columns G & H, provide the name and a point of contact for the agency or organization that is the intended recipient of the grant funds or the grant-funded equipment or supplies.

Equipment Costs							\$0.00	
Item Description	AEL #	NIMS Typing		QTY	Unit Cost	Est. Total Cost	Agency/Organization	
		Is this resource NIMS kind & typed (Y/N)?	If, Yes, describe the NIMS kind & type.				Name	Point of Contact
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		



**D-4. Budget Justification - Training Costs**

Use the budget worksheets to provide the training costs that you are requesting in your project application. Refer to the POETE framework in the "POETE" worksheet for more information about the training category. In column C, you must provide the AEL # for any equipment or supplies you are requesting to support your training project. In columns D & E, indicate whether or not the resource is NIMS kind and typed and describe the applicable NIMS kind and type. In columns G & H, provide the name and a point of contact for the agency or organization that is the intended recipient of the grant funds or the grant-funded equipment or supplies.

Training Costs							\$0.00	
Item Description	AEL #	NIMS Typing		QTY	Unit Cost	Est. Total Cost	Agency/Organization	
		Is this resource NIMS kind & typed (Y/N)?	If, Yes, describe the NIMS kind & type.				Name	Point of Contact
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		

**D-5. Budget Justification - Exercise Costs**

Use the budget worksheets to provide the exercise costs that you are requesting in your project application. Refer to the POETE framework in the "POETE" worksheet for more information about the exercise category. In column C, you must provide the AEL # for any equipment or supplies you are requesting to support your exercise. In columns D & E, indicate whether or not the resource is NIMS kind and typed and describe the applicable NIMS kind and type. In columns G & H, provide the name and a point of contact for the agency or organization that is the intended recipient of the grant funds or the grant-funded equipment or supplies.

Exercise Costs							\$0.00	
Item Description	AEL #	NIMS Typing		QTY	Unit Cost	Est. Total Cost	Agency/Organization	
		Is this resource NIMS kind & typed (Y/N)?	If, Yes, describe the NIMS kind & type.				Name	Point of Contact
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		

**D-6. Budget Justification - Total**

*For STARRS Use Only*

**Project Total**

<b>POETE Category</b>	<b>Est. Costs</b>
Planning	\$0.00
Organization	\$0.00
Equipment	\$0.00
Training	\$0.00
Exercises	\$0.00
<b>Total Project Cost</b>	<b>\$0.00</b>

**POETE Explanation**

<b>POETE Framework</b>	<b>Elements of Capability Outlined in the Goal</b>	<b>Element of Capability as Defined in the Goal</b>
Planning	Planning	Collection and analysis of intelligence and information, and development of policies, plans, procedures, mutual aid agreements, strategies, and other publications that comply with relevant laws, regulations, and guidance necessary to perform assigned missions and tasks.
	Personnel (Element added in the Goal)	Paid and volunteer staff who meet required qualification and certification standards necessary to perform assigned missions and tasks.
Organization	Organization and Leadership	Individual teams, an overall organizational structure, and leadership at each level in the structure that comply with relevant laws, regulations, and guidance necessary to perform assigned missions and tasks.
	Personnel (Fusion Center Only)	Paid and volunteer staff who meet required qualification and certification standards necessary to perform assigned missions and tasks.
Equipment	Equipment and Systems	Major items of equipment, supplies, facilities, and systems that comply with relevant standards necessary to perform assigned missions and tasks.
Training	Training	Content and methods of delivery that comply with relevant training standards necessary to perform assigned missions and tasks.
Exercises	Exercises, Evaluations, and Corrective Actions	Exercises, self assessments, peer-assessments, outside review, compliance monitoring, and actual major events that provide opportunities to demonstrate, evaluate, and improve the combined capability and interoperability of the other elements to perform assigned missions and tasks to standards necessary to achieve successful outcomes.