AGENDA

ST. LOUIS AREA REGIONAL RESPONSE SYSTEM

BOARD OF DIRECTORS

Thursday, August 8, 2019 – 9:00 A.M.

ST. LOUIS CITY FIRE HEADQUARTERS

1. CALL TO ORDER BY BILL ROCHE

2. APPROVAL OF MINUTES OF MAY 16, 2019 MEETING

3. DISCUSSION ITEMS

A. Directors Report	NICK GRAGNANI STARRS
B. Threat & Hazard Identification & Risk Assessment	BRAD ZOREF STARRS
C. Training & Exercise Planning Workshop	DALE CHAMBERS STARRS

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	NICK GRAGNANI

5. OTHER BUSINESS

6. NEXT MEETING AND ADJOURNMENT – Next meeting will occur on Thursday, September 12, 2019

STARRS BOARD OF DIRECTORS
MEETING MINUTES
May 16, 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
Greg Brown
Abe Cook
Nick Harper
Justen Hauser
Dennis Jenkerson
John Nowak
Derek Rieger
Warren Robinson
Jim Terry
John Whitaker
Roger Smith
Josh Wilderson

Ex Officio
Jim Wild

On Conference Line
Gary Christmann
Don Feher
Chris Hunt
Joann Leykam
Ryan Nicholls
Vanessa Poston
Herb Simmons
Dave Todd
Ryan Weber

Excused
Mike Arras
Jon Belmar
Mark Diedrich
Anthony Falconio
Todd Fulton
Brian Gettemeier
Lynden Prange
Lawrence O'Toole
Bill Roche
Michele Tanton

Absent

None

Also in attendance were Althea de Guzman, Hagerty Consultants; Jackson Berger and Jennifer Hoskins, Senator Roy Blunt's Office; and, Cody Minks, SSM Health. In addition, STARRS / East-West Gateway Council of Governments staff Staci Alvarez, Nick Gragnani, Ky Kee, Brian Marler, Leah Watkins and Brad Zoref. Guest who attended via the telephone conference line include Ms. Kylie Dickneite, Director Missouri Office of Homeland Security and Ms. Joni McCarter, Grant Program Manager Missouri Office of Homeland Security.

CALL TO ORDER

Warren Robinson, Vice President, called the meeting to order.

APPROVAL OF MINUTES OF APRIL 11, 2019 MEETING

Motion was made to approve the minutes of the April 11, 2019 meeting. Motion carried, all voting aye

DISCUSSION ITEMS

Directors Report

Mr. Gragnani reviewed the U.S. Department of Homeland Security's FY 2019 Urban Areas Security Initiative (UASI) grant funding distribution. He pointed out that the St. Louis region received an 8.33% increase in funding for FY 2019, which relates to a $250,000 increase over the FY 2018 funding amount. In reviewing the funding distribution, which listed the 31 funded UASI jurisdictions, he explained some of the disparity in how the grant funds were distributed but could not provide a definitive explanation on how DHS determines funding levels, which are tied to the annual Metropolitan Statistical Area Risk Validation process. Ms. Leykam inquired if the Kansas City region received UASI grant funding from the FY 2019 grant program. Mr. Gragnani advised that Kansas City was left off of the UASI funding once again.

East-West Gateway Sub-Grant Award Update

Staci Alvarez presented to the Board an update on the status of sub-awards for the 2016 UASI and 2018 HPP grants. Of the 25 planned sub-awards, 3 will not be issued this grant cycle, 9 have been fully executed, and 13 are either pending final review/approval by the sub-recipient or pending signatures. Given the grant funding deadlines, East-West Gateway (EWG) is putting a deadline on when the signed sub-awards have to be received by EWG. The deadlines are necessary to ensure that EWG has sufficient time to purchase equipment/supplies, have the items delivered, and pay for the items before the grants expire this summer. The deadline for the 2016 UASI grant is June 10, 2019. The deadline for the 2018 Hospital Preparedness Program (HPP) grant is May 31, 2019. Staff will continue to work with the sub-recipients to get the sub-awards approved and signed before the deadlines.

Staci advised that the sub-award process for the 2017 and 2018 UASI grants has not yet begun and will not start until staff has completed the process for the 2016 UASI / 2018 HPP grants. In the next sub-award cycle, EWG will require sub-recipients to provide a financial point of contact so that we can expedite the risk assessment process. Sub-recipients that have a questionnaire on-file with EWG will not be required to complete another questionnaire to receive a sub-award for the 2017 or 2018 UASI grants. The only exception to this rule is if the sub-recipient will receive a different type of sub-award during the 2017/2018 UASI grant cycle.

CCTA Program Update

Althea de Guzman, Regional Program Coordinator for the St. Louis Regional CCTA program, provided an update on activities to the Board. This update encompassed activities and changes in stakeholder engagement since January 2019. Over the last five months, the program engaged over 1,000 additional stakeholders, including an increase in public, private, and military representatives. Althea stated that since January, three additional tasks have been fully executed: 10 operational guide development workshops, seven operational guide training workshops, and two river response workshops have been completed. The training workshops included an interactive tabletop exercise building upon existing initiatives in the region, including a full-scale exercise at Scott Air Force base. The operational guide workshops averaged 4.8/5.0 on feedback ratings, collected from over 200 individuals who attended the activities. Upcoming activities include a public information functional exercise on June 12 and response drills in August.

Sub-committee Reports

- Communications Core Group – Chief Greg Brown report the committee had no report at this time
- Emergency Management – No report
- Emergency Medical Services (EMS) – Deputy Chief Nick Harper reported the committee had just met and discussed setting up and inventory review. They also discussed the grant sub-award process and reviewed a timeline on the development of a committee charter. He stated the committee will review other committee charters to compare similar tasks and direction.
- Hazardous Materials – No report
- Healthcare Coalition – Vanessa Poston stated there was no report at this time.
- Healthcare Preparedness – John Whitaker advised the committee reviewed the Healthcare Coalition Charter and Bylaws and are considering developing their own charter and bylaws that will define the Healthcare Preparedness Committee's mission and outline its goals and objectives. John then reported that he will be resigning from the STARRS Board as the Healthcare Preparedness Chair and Board representative. He stated he has accepted a position with the Missouri Department of Health in Jefferson City, MO. He commented further that the committee voted to appoint Michele Tanton, St. Louis Children's Hospital as the new Committee Chair and Cody Minks, SSM Health as the committee vice-chair.
- Law Enforcement – Chief Dave Todd stated there was no report at this time.
- Mass Fatality – Roger Smith stated the committee continues to review their existing response plans and will have a few revisions soon. They also reviewed and approved their FY 2019 UASI grant applications
- Public Health – Justen Hauser advised there were no updates from PH this month, they will have their next meeting on Monday May 20th at the Barnes Learning Institute.
- St. Louis Area Regional Coalition of COADS - Warren Robinson stated the committee is working on a Multi Agency Resource Center exercise that will test the ability to provide assistance to multiple people from across the region. This will be a single event type exercise that the committee is currently developing objectives that will guide the exercise play.
- Training and Exercise – Captain Derek Reiger advised the region's Multi Year Training & Exercise Planning meeting will occur in September. He also stated that the region was selected to participate in a FEMA Cyber Security exercise. More information will follow regarding this important regional test of existing cyber protection methods.
- Urban Search and Rescue (US&R) – Brian Gettemeier sent the committee report to Nick Gragnani and asked that he convey the following information:

  The Hackney target inventory audit was completed. The teams brought all 5 of the US&R tractor trailers together at a warehouse in Earth City where East-West Gateway staff supervised and inventoried and performed an assessment on the US&R equipment. The committee had their 2nd quarter committee meeting where they reviewed the FY 2019 UASI grant funding applications. The minutes to this meeting will be forthcoming. Three were two team activations since the last report. These include:

  - Team #1 (St. Charles County) activated for a wide area search for a lost & injured hiker in Busch Wildlife. Local assets had been searching for the patient for about 2 hours. Shortly after the activation the patient was found by St. Charles County Police.

- Team #5 (Jefferson/Franklin County) activated for a wide area search.

The task force continues to monitor the flood watch, there have been no activation or movement at this time due to flooding in the region.

ACTION ITEMS

Finance Committee Recommendations to the FY 2019 UASI Grant Application

Nick Gragnani advised the Board of the recent meeting of the STARRS Finance Committee. The Committee met on Monday, May 6, 2019 to review the investment justifications that were submitted for funding from the FY 2019 Urban Areas Security Initiative (UASI) grant program. The Committee reviewed the 41 projects that were submitted from the STARRS committees which totaled $7,468,460. Mr. Gragnani advised the FY 2019 UASI award (after Management and Administrative costs for East-West Gateway and the State of Missouri) totaled $2,933,125. He explained in order to determine the best way to distribute the limited funding, the Finance Committee members each completed the force comparison voting process which sets the priority for which of the 41 projects were the most important to the region and helps the committee determine funding priorities .

Nick explained that, in addition to determining the FY 2019 UASI funding allocations, the committee also redistributed FY 2017 and FY 2018 UASI washout funding, which totaled $500,000. He then explained how the committee reviewed each funding request and pointed out the key decisions made by the committee members. After a brief discussion a motion approving the Finance Committee's funding recommendations was made and seconded. Motion passed with one no vote from Gary Christmann.

Regional Security Expenditures

Nick Gragnani, summarized staff's recommendation of the following expenditures, totaling $238,982. The expenditures will be funded from the U.S. Department of Homeland Security's Urban Area Security Initiative (UASI) grant program.

Action	Description	Amount
Sub-award	St. Louis County, MO for Critical Infrastructure Key Resource Coordinator Fusion Center position	$115,000
Sub-award	St. Charles County, MO for Intelligence Analyst Fusion Center position	$80,000
Sub-award	Richmond Heights, MO Automated License Plate Reader & Mug Shot Recognition Technology System Project Manager	$43,982

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

Nominating Committee Report

Christ Hunt summarized the Nominating Committee's STARRS Sub-Committee recommendations:

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

Mass Fatality

Zachary Koch, Emergency Response Planner, St. Louis County Health Department. Zachary Koch has a Bachelor of Science in Cell and Molecular Biology and a Masters of Public Health from Saint Louis University where he concentrated on Biosecurity and Disaster Preparedness and Epidemiology. In February 2017, Koch started as a Program and Policy Specialist with the Jackson County Health Department in located in Independence, Missouri. He later transitioned to the department's Emergency Response Planner where he developed plans, conducted exercises, and built working relationships with others planners in the state. In October 2018, Koch joined the Saint Louis County Health Department as an Emergency Response Planner.

Request for Resignations/Removals

Sub-Committee	**Name**	**Agency**
Emergency Medical Services	Ken Koch	Union Ambulance District

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

OTHER BUSINESS

None

NEXT MEETING & ADJOURNMENT

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

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Chris Hunt

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Memo to: Board of Directors

From: Staff

Subject: Regional Security Expenditures

Date: August 5, 2019

Staff is requesting authorization to expend funds in support of regional security that will improve the region's disaster preparedness and response capabilities. Funding will come from the U.S. Department of Homeland Security's Urban Areas Security Initiative (UASI) grant program. Attachment A summarizes these expenditures totaling **$171,614**. Also attached is a summary description of all budgeted expenditures from the UASI grants (Attachment B).

Project Manager for St. Louis Regional License Plate Recognition Database (LPRD) and Mugshot Recognition Technology (SMRT) Databases – The Project Manager for the LPRD and SMRT is a part time position within the St. Louis Fusion Center. The position facilitates and oversees the implementation of the regional law enforcement license plate reader and mugshot recognition databases. The city of Richmond Heights Police Department has agreed to provide the LPRD/SMRT Project Manager on a part time basis and the city of Richmond Heights agreed to accept a sub-grant award for the funding.

In May staff requested approval to continue funding the LPRD/SMART Project Manager within the St. Louis Fusion Center and the Board authorized a sub-award to the city of Richmond Heights for an amount not to exceed $43,982. Staff was recently notified that the position's hourly rate had changed and the sub-award needs to be amended to increase the total amount awarded to the city of Richmond Heights. Therefore, we are requesting approval to amend the sub-award to the city of Richmond Heights to increase the award amount by $7,632 for a new total not to exceed **$51,614**, for the period of July 1, 2019 through June 30, 2021.

St. Louis Regional Cybersecurity Coordinator – The Presidential National Security Strategy identified cybersecurity as a leading challenge to national security, today and in the future. Additionally, the regional Threat and Hazard Identification and Risk Assessment has identified major gaps in the cyber realm and the U. S. Department of Homeland Security (DHS) requires that recipients of DHS grant funding must fund a cybersecurity initiative.

To that end, the St. Louis Regional Cybersecurity Coordinator position will address identified gaps and deficiencies in St. Louis Regional cybersecurity, reduce the region's threat landscape, enhance the overall security posture, and improve response, mitigation, recovery, and resiliency to any major cyber-attack. Additionally, the Coordinator will work closely with cybersecurity specialist within the Missouri Office of Homeland Security, the FEMA cybersecurity advisor, the United States Secret Service and the Federal Bureau of Investigation. The position's number one job task will be securing election systems, conduct regional cyber training and exercises, and promote cyber security practices to the region's stakeholders.

Therefore, we are requesting approval to enter into an agreement with the city of St. Louis to provide funding to support the St. Louis Regional Cybersecurity Coordinator position within the St. Louis Fusion Center. The total cost for salary and benefits for the Cybersecurity Coordinator position will not exceed **$120,000** for the period of October 1, 2019 through September 30, 2020.

All expenditures described in this memo are being made in accordance with the agency's procurement policy.

Staff Recommendation: Staff recommends that the Board approve the expenditure of funds as follows:

- to amend the sub-award to the city of Richmond Heights, Missouri for the Automated License Plate Reader and Mugshot Recognition Technology System Project Manager to an amount not to exceed **$51,614**; and,

- for a sub-award to St. Louis City, Missouri for the St. Louis Regional Cybersecurity Coordinator position in an amount not to exceed **$120,000**;

for a total amount not to exceed **$171,614** from the UASI grant program.

ATTACHMENT A

Expenditures for Equipment and Services
July 31, 2019

Vendor	Description	Jurisdiction/Agency	Quantity	Cost
Emergency Response Planning & Organization (UASI)				
City of Richmond Heights (MO)	LPRD / SMRT position - Fusion Center	St. Louis County	1	$51,614
St. Louis City (MO)	Cybersecurity Coordinator position - Fusion Center	St. Louis City	1	$120,000
			TOTAL EXPENDITURES	**$ 171,614**

Total UASI Expenditures: $171,614

ATTACHMENT B
Cumulative Budgeted Expenditures for Major Projects under Urban Areas Security Initiative through Fiscal Year 2018

		Total Budgeted	Prior amount approved by EWG Board	This request	Remaining to be approved
Critical Response Teams					
A key goal under the UASI Strategy is to strengthen our critical response teams. We have largely accomplished this goal with hazardous materials and heavy rescue equipment and training. These teams are capable of responding to terrorist attacks, industrial accidents or natural disasters like earthquakes and tornadoes. Another element of critical response includes medical supplies for mass casualty incidents. The MCI trailers represent the first stage of meeting this need for the EMS community. Also included is equipment for Incident Management Teams that will consist of emergency responders from all disciplines. These mobile teams are activated to support emergency responders managing an event where the event continues over many hours or days.	Hazmat / HR	$18,818,353	$18,445,240	$0	$373,113
	Mass Casualty	1,197,008	1,115,781	0	81,227
	Incident Management Teams	2,545,312	2,402,164	0	143,148
Law Enforcement Tactical Team Equipment					
There are 7 law enforcement tactical response units in the region which need communications, tactical lights and personal protective equipment. Three of the teams will receive tactical vehicles and Metro Air Support will receive a helicopter and other equipment to support response to a variety of terrorist incidents.	Misc equipment:	10,297,089	9,417,001	0	880,088
	Tactical vehicles:	4,514,819	4,514,819	0	0
Interoperable Communications					
A variety of projects come within the description of Interoperable Communications. Radio caches, satellite phones and video conferencing and the Land Mobile Radio Communications Plan are included, as well as a microwave tower backbone system.	Radios, phones, video conf. etc:	8,758,026	8,579,774	0	178,252
	Microwave & downlink systems:	9,529,911	9,212,047	0	317,864
	Radio Plan:	694,300	674,300	0	$20,000
The Virtual EOC					
The virtual EOC strengthens regional collaboration on a day to day basis through a web based interactive network that links the region's eight EOC's and numerous other users for planning, preparing for and responding to an incident. In future years we hope to add a robust Geographic Information System capability.		5,278,534	5,278,534	0	0

ATTACHMENT B
Cumulative Budgeted Expenditures for Major Projects under Urban Areas Security Initiative through Fiscal Year 2018

	Total Budgeted	Prior amount approved by EWG Board	This request	Remaining to be approved
Emergency Patient Tracking Patient Tracking allows emergency medical services and hospitals to rapidly enter data about a patient into a secure wireless web-based tracking system. The data includes identification, triage condition and transport information and allows the hospitals to balance patient loads and provide information to families.	$2,422,320	$2,422,320	$0	$0
Universal ID Project This system provides a uniform identification card for fire, law enforcement and volunteers with credential information embedded in the card.	557,812	557,812	0	0
Expand Public Health Capabilities Local public health agencies are working to prepare the region and protect citizens and first responders in the event of bioterrorism and natural diseases. Work is underway to establish an automated syndromic surveillance system for the early detection of naturally occurring or man made disease outbreaks.	2,980,365	2,822,834	0	157,531
Mass Casualty Equipment, Medical Supplies and Software for Hospitals Hospitals are preparing the region for a response to a medical surge or mass casualty incident (MCI) by staging emergency response trailers that are equipped with medical supplies, cots and bedding at selected hospitals for deployment anywhere in the St. Louis region. In addition, the hospitals will dispense medicine to employees, their families and patients in the event of a large-scale bioterrorist or naturally occurring illness. The hospitals have software that will help with the dispensing of this medicine and the management of an MCI when it occurs.	2,296,305	2,177,244	0	119,061
Disaster Incident Management System for Hospitals and Tactical Response The disaster incident management software system provides a tactical incident management capability for hospitals and response teams that includes federally required forms and plans. For the hospital systems it also includes a regional bed tracking capability.	$2,301,886	$2,270,308	$0	$31,578

ATTACHMENT B
Cumulative Budgeted Expenditures for Major Projects under Urban Areas Security Initiative through Fiscal Year 2018

	Total Budgeted	Prior amount approved by EWG Board	This request	Remaining to be approved
Terrorism Early Warning Center The TEW is operated by the St. Louis Metropolitan Police Department and the St. Louis County Police Department and serves as a central clearinghouse for information and intelligence to help detect and prevent acts of terrorism.	$ 4,379,139	$3,483,721	$171,614	$723,804
Citizen Preparedness This program includes Citizen Emergency Response Teams and other similar teams designed to educate the public about disaster preparedness and train them to assist their neighbors. Expenditures include equipment and training to help citizens learn to respond to hazards as part of a team in their neighborhood or workplace, and public information. The program also includes the sheltering project which brings generators and shelters into the region to protect citizens who need shelter.	2,738,666	2,667,466	0	71,200
Regional Coordination Planning Includes regional emergency coordination planning, mutual aid improvements, public information and enhancements to critical infrastructure protection.	1,024,051	1,024,051	0	0
Exercises A regional Full Scale Exercise (FSE) will be held during the second quarter of 2016. The FSE scenario will be terrorist based involving	471,500	371,500	0	100,000
Training Most disciplines have received and will continue to attend training activities to enhance their skills. Included are heavy rescue, hazmat, incident management teams, law enforcement, public health and hospitals.	4,351,049	4,158,289	0	192,760
Totals:	$85,156,445	[1] $81,595,205	$171,614	$3,389,626

[1] This total represents the sum of UASI funds awarded for equipment and contractual obligations for fiscal years 2003 - 2018. The schedule represents the cumulative amount spent, from both open and closed grants, on major projects since the inception of the Homeland Security Grant Program.