



AGENDA

ST. LOUIS AREA REGIONAL RESPONSE SYSTEM BOARD OF DIRECTORS

Tuesday, March 12, 2024– 9:00 A.M.

MEETING LOCATION:

St. Louis Fire Department Headquarters
1421 N Jefferson Ave, St. Louis, MO 63106

1. CALL TO ORDER BY SARAH RUSSELL
2. APPROVAL OF MINUTES, FROM THE FEBRUARY 2024 MEETING
3. DISCUSSION ITEMS
 - a. Program Updates SAMANTHA LEWIS
 - b. Subcommittee Reports SUBCOMMITTEE CHAIRS
4. ACTION ITEMS
 - a. Approval of Nominations KEVIN SCHEIBE
 - b. Regional Security Expenditures SAMANTHA LEWIS
5. OTHER BUSINESS
6. NEXT MEETING AND ADJOURNMENT

**The next STARRS Board meeting is scheduled for Tuesday, April 9, 2024.
The meeting location is anticipated to be the SLFD HQ.**

**STARRS BOARD OF DIRECTORS
MEETING MINUTES
February 13, 2024**

The meeting of the STARRS Board of Directors was called to via in-person & virtual conference call, with those in attendance check-marked:

CATEGORY A

- Abe Cook
- Frederick Patterson
- Herb Simmons
- Joann Leykam
- Ryan Weber

CATEGORY B

- Bryan Whitaker
- Chris Hunt
- George Koranyi
- Kevin Scheibe
- Michele Ryan
- Sarah Russell
- Warren Robinson

CATEGORY C

- Ben Perrin
- Brian Gettemeier
- Dennis Jenkerson
- Derek Rieger
- Greg Brown
- Jeremey Hollrah
- Kurt Frisz
- Nick Allen
- Zach Koch

FUSION CENTER

- Benjamin Granda

SPECIAL VOTING

- Nick Kohlberg
- Roger Smith

**CATEGORY C,
NON-VOTING**

- Jerry Lohr
- Jocelyn Evans
- John Nowak
- Josh Wilderson
- Matt Tobben
- Mike Arras
- Kyle Foerst
- Tina Davis

**EXOFFICIO,
NON-VOTING**

- Jim Wild

ATTENDANCE:

Also in attendance were East-West Gateway Council of Governments & STARRS staff including Samantha Lewis, Staci Alvarez, Leah Watkins, Kristen Capps-Jones, Jen Smith (St. Charles Co), James Farmer (MO SEMA), Michael Fagan (St. Louis Fusion Center) & Jason Campbell (BJC/BJH).

Members excused in advance from this month's Board meeting include Chief Dennis Jenkerson, LTC Gerald Lohr, Chief Kurt Frisz, Bryan Whitaker, Captain Chris Hunt, Kevin Scheibe and Zach Koch.

CALL TO ORDER

Sarah Russell called the meeting to order at 9:04 AM. Attendance was recorded by sign-in and virtual meeting attendance list. A quorum was confirmed by Staci Alvarez.

APPROVAL OF MINUTES

Sarah Russell requested approval of the October 2023 minutes followed by a motion to approve by Joann Leykam which was seconded by Roger Smith. The motion was carried unanimously and was approved at 9:05 AM.

DISCUSSION ITEMS

PROGRAM UPDATES

Samantha Lewis provided an update on the FY2024 Urban Area Security Initiative (UASI) grant process, sharing that 35 project proposals were received for a total of over seven million dollars in requests. Staff is waiting for the UASI Notice Of Funding Opportunity (NOFO) to be posted before scoring the projects and developing a final recommendation. Samantha also shared an update on the upcoming 2024 Dense Urban Terrain (DUT) exercise. The group of over eighty members recently met for the Mid Term Planning Meeting (MTM). Locations around St. Louis City will be used during the exercise. The next meeting of the group occurs in March. MS Teams usage by this group and others is being reevaluated. The Complex Coordinated Terrorist Attack (CCTA) exercise will occur June 11th through the 13th at the St. Louis County Emergency Operations Center. The Regional Catastrophic Preparedness Grant (RCPG) workgroup has completed the Medical Supply Chain Disruption Framework with a virtual disaster logistics course occurring in late February. The Medical Response Surge Exercise (MRSE) planning is ongoing with a planned exercise date in June. The Integrated Preparedness Planning Workshop (IPPW) is moving forward to set preparedness goals for the region. This event occurs in late February at the St. Louis County EOC.

STARRS REVIEW

Samantha Lewis shared a PowerPoint presentation with the group, sharing background information and details related to STARRS, its history, functions, and processes. There are currently three open positions for STARRS staff. STARRS focuses on administering Federal grants, and in managing organization, equipment, training, and exercise (POETE) programs associated with regional grants. STARRS focuses on regional collaboration in general. Samantha went on to explain the purpose, functions, and requirements of several Federal grants that STARRS can access. Samantha stressed that the STARRS Board of Directors is the “Urban Area Working Group” (UAWG) for the UASI grant, and that the UASI grant is an anti-terrorism grant, and all projects must be anti-terrorism in nature as well as being specifically beneficial to the entire region not just a small subset of it. Regional response teams are easy to justify against these requirements. The UASI grant also has specific set asides in the grant funding for law enforcement and national priority requirements. Up to fifty percent of the UASI grant funding is set aside for these specific requirements. Sam then shared information about previous grant funding levels provided to STARRS as well as grants other than UASI that STARRS received/receives, including the Hospital Preparedness Program grants, the CCTA and the RCPG grants. Sam also explained the STARRS Hospital Donations funds, sharing that this was an artifact of STARRS’ history with the St. Louis Metropolitan Medical Response System (SLMMRS) not-for-profit. The donation funds are used to fund items like software, hardware, services, and other expenses that aren’t covered by grant programs. Other core processes of STARRS include the grant required Threat & Hazard Identification & Risk Assessment (THIRA), Stakeholder Preparedness Report (SPR) and Integrated

Preparedness Plan (IPP) processes and documents. Samantha then began an open discussion with the Board on several topics including 1) sustainment of regional needs considering decreasing grant funding. Chief Brown suggested that we investigate e-reevaluating longstanding projects and regional teams to scale them better for decreased funding and the reality of response needs, and Jason Campbell also shared thoughts on the topic. Jim Wild suggested that a survey be sent out to the Board for additional feedback on the topics discussed. Other topics discussed included 2) surveys being used to gather information on UASI grant processes and topics at other UASI funded metropolitan areas, 3) the need for working groups to be established to investigate and recommend direction & guidance to the STARRS Board on topics such as the STARRS bylaws, SOPs, best practices and strategic/long-term planning. Greg Brown & Joann Leykam supported this suggestion, sharing background on the need for these work groups, and 4) updates to the STARRS Board meeting processes, including the option of moving the meeting around the region, retaining the virtual attendance option, and/or more detailed content in the program updates and possibly guest presenters. It was suggested that options related to this could be included in a survey sent to Board members, including specifics as to limiting attendance via virtual through requiring a set number of in-person attendance meetings. Members of the group shared thoughts that they would prefer to maintain a specific central meeting location rather than having rotating meeting locations, with agreement that additional information on this topic should be collected via survey. Sam then closed out the presentation by asking for feedback on the presentation itself, and received feedback that it was beneficial and added background information that was previously missing.

FINANCIAL REPORT

Staci Alvarez provided an update on STARRS finances, displaying a balance sheet and sharing background information on the content of the report. Expenses have remained relatively flat over recent years, however with lower income from Hospital Donations there is a concern related to long-term sustainability. Staci stressed that if donations remain at current levels and without an alternative source of funding, STARRS funds will be depleted in about four years resulting in the loss of services such as phones, IT equipment, services and other functions. Jim Wild shared background information on the declining funding levels being received via hospital donations.

SUB-COMMITTEE REPORTS

Greg Brown shared the Communications Core Group will now meet quarterly and recently assisted healthcare and EMS representatives with radio communications issues, and that they are participating in the DUT planning sessions to assist with exercise communications. Michele Ryan shared that the Emergency Management Subcommittee last met in December to discuss UASI project possibilities, and that their March meeting will be longer than normal and include DUT discussion. Nick Kohlberg shared that the Emergency Medical Services (EMS) subcommittee continues to work on their EMS cache project, they are monitoring planning and response associated with the Kansas City Chief's parade occurring tomorrow, and that they next meet on January 21st. Mike Arras shared that the Hazardous Materials (HAZMAT) subcommittee now meets on a quarterly basis and that UASI funding was critical in growing the seven HAZMAT teams in the region, and that funding remains critical in maintaining the teams. Jason Campbell shared that the Healthcare Coalition (HCC) meets this week for the first time in-person in quite a while. They will meet to discuss work plans and discuss work group topics including

sustainment and calibrations, trailer cache issues and sustainment, exercise activities and planning, Nick Allen shared that the Healthcare Subcommittee's (HCS) next meeting is in March, and that they continue to work on implementing a Homeland Security Information Network (HSIN) platform to increase healthcare information sharing in the region. They are also revitalizing the Hospital Amateur Radion Network (HARN) for crisis communications and are expanding engagement with other sectors in the healthcare coalition. Roger Smith shared that the Mass Fatality subcommittee has met several times recently and assembled new mass fatality disaster morgue kits for distribution around the region. Roger praised Samantha Lewis' STARRS earlier presentation, and stressed the importance of the STARRS organization and how much it has contributed to the region's preparedness – not just with funding but through regional collaboration and cooperation. Jocelyn Evans shared that the Public Health subcommittee last met in January, and they will meet again in March to continue work in planning and training. Josh Wilderson shared that Jen Smith would be taking over as the chairperson of the Training & Exercise subcommittee. Brian Gettemeier shared that the Urban Search & Rescue (USAR) subcommittee continues to participate in DUT planning and that the subcommittee meets later this afternoon and that they continue reviewing equipment status and needs.

ACTION ITEMS

NOMINATING COMMITTEE REPORT

Michele Ryan shared information related to STARRS subcommittee membership additions and removals as described in the nomination memo. Samantha Lewis also shared information on new membership at the STARRS Executive subcommittee level, establishing a new President, Vice President, Treasurer & Secretary of the STARRS Board. A motion to accept the nominations was made by Joann Leykam and seconded by Greg Brown. The motion carried and was approved.

REGIONAL EXPENDITURES

Samantha Lewis provided a summary of regional expenditures for the month, which included a number of staffed position expenditures associated with St. Louis Fusion Center personnel including the Critical Infrastructure Coordinator, the License Plater Recognition Database & Mugshot Recognition project manager, the Suspicious Activity Reporting/Intelligence Liaison Officer position, the Strategic Intelligence Analyst position, and the Regional Cybersecurity Analyst position, in addition to upgrades to the region's Metro Air Support aircraft to include a mapping system upgrade and four auxiliary fuel systems. The total for all expenditures is \$670,100 and would come from the UASI grant. Joann Leykam motioned to accept the recommendation, which was seconded by Michele Ryan. The motion carried and was approved without opposition.

OTHER BUSINESS

No other business was presented.

NEXT MEETING & ADJOURNMENT

The next meeting of the STARRS Board of Directors is scheduled for Tuesday, March 12th, 2024. A motion to adjourn was made by Brian Gettemeier and was seconded by Warren Robinson. The motion carried and the meeting was adjourned at 10:21 AM.

Sarah Russell



Memo to: Board of Directors
From: STARRS Staff
Subject: Nomination of Committee Appointments
Date: March 12, 2024

The Nominating Committee has approved the following subcommittee nominations, offering the following for board consideration and approval.

SUB-COMMITTEES

The Nominating Committee recommends the following additions to STARRS subcommittees:

- **Emergency Management Subcommittee** – Kristen Capps-Jones, CEMA
- **Healthcare Subcommittee** – Dana Smugala, Mercy Health
- **Healthcare Subcommittee** – Emily Lockett, Mercy Hospital St. Louis
- **Healthcare Subcommittee** – Deanna Scheck, Barnes Jewish St. Peters
- **Healthcare Subcommittee** – Steven Wooten, St. Louis Metro ARES
- **Mass Fatality Subcommittee** – Jessica Mowery, St. Louis City Medical Examiner
- **Public Health Subcommittee** – Bridget Farengo, St. Clair Co Public Health Dept.

The Nominating Committee recommends the following removals from STARRS subcommittees:

- **Healthcare Subcommittee** – Sidney Casey, SSM Mercy System
- **Healthcare Subcommittee** – Lisa Cook, BJC West County Hospital
- **Mass Fatality Subcommittee** – Samantha Lewis, St. Louis County OEM

Staff Recommendation: Staff recommends the Board of Directors approve the Nominating Committee recommendations.

Memo to: Board of Directors

From: Staff

Subject: Regional Security Expenditures

Date: March 6, 2024

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 Area Security Initiative (UASI) grant program. Attachment A summarizes the purchases, totaling \$312,700.

ST. LOUIS FUSION CENTER:

Intelligence Analyst Position – The Intelligence Analyst position is a core function of the St. Louis Fusion Center, analyzing information and identifying trends to share timely law enforcement intelligence data with federal, state and local law enforcement entities. Duties include researching tactics, techniques and procedures of domestic and international terrorist groups, developing safety alerts and bulletins for St. Louis regional law enforcement agencies, responding to requests for information from private sector, local, state and federal sources, working in collaboration with Fusion Centers from around the country to develop timely and accurate intelligence products and analyzing federal law enforcement data for determination of relevance for the St. Louis region. Staff is requesting approval to enter into a sub-award agreement with St. Charles County, Missouri to provide funding from the UASI grant program to support the Intelligence Analyst position within the St. Louis Regional Fusion Center for the period of August 1, 2024 through July 31, 2025. The total cost for the salary and benefits for the Intelligence Analyst position will not exceed \$95,000.

REGIONAL CYBERSECURITY INITIATIVE:

Regional Cybersecurity Coordinator Position –The St. Louis Regional Cybersecurity Coordinator position addresses gaps and deficiencies in St. Louis regional cybersecurity, reducing the region's threat landscape, enhancing the overall security posture, and improving response, mitigation, recovery, and resiliency to cyber-attacks. Additionally, the Cybersecurity Coordinator works closely with cybersecurity specialists within the Missouri Office of Homeland Security, FEMA

cybersecurity advisors, the United States Secret Service and the Federal Bureau of Investigation to identify, triage, and secure local government information technology infrastructure, share cyber-related intelligence, and address emerging threats in the cyber domain. Staff is requesting approval to enter into a sub-award agreement with St. Charles County, Missouri to provide funding from the UASI grant program to support a Cybersecurity Coordinator position within the St. Louis Regional Fusion Center for the period of July 1, 2024 through June 30, 2025. The total cost for salary and benefits for the Cybersecurity Coordinator position will not exceed \$134,850.

REGIONAL RESPONSE TEAMS:

Mass Spectrometer Chemical Detection System - Staff is seeking approval to purchase quantity one (1) handheld, portable high pressure mass spectrometer system for the City of St. Louis Fire Department's hazardous materials response team. The mass spectrometer detects and identifies trace-level chemicals, explosives, narcotics and other dangerous elements within seconds during incident responses and events, which is critical to safety, medical response and decontamination. The total cost of one (1) system will not exceed \$82,850 from the UASI grant program.

STAFF RECOMMENDATION:

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

- allow the Executive Director to enter into a sub-award agreement with St. Charles County, MO to support the Intelligence Analyst position for 12 months in an amount not to exceed \$95,000;
- allow the Executive Director to enter into a sub-award agreement with St. Charles County, MO to support the Regional Cybersecurity Coordinator position for 12 months in an amount not to exceed \$134,850;
- for the purchase of quantity one (1) handheld, portable high pressure mass spectrometer system from 908 Devices, Inc. of Boston, MA in an amount not to exceed \$82,850;

for a total amount not to exceed \$312,700 from the UASI grant program.

ATTACHMENT A

**Expenditures for Equipment and Services
March 6, 2024**

<u>Vendor</u>	<u>Description</u>	<u>Jurisdiction/Agency</u>	<u>Quantity</u>	<u>Cost</u>
Emergency Response Planning and Equipment (UASI)				
St. Charles County, Missouri	Sub-award Intelligence Analyst Position	St. Charles County	1	\$95,000
St. Charles County, Missouri	Sub-award Regional Cybersecurity Coordinator Position	St. Charles County	1	\$134,850
908 Devices, Inc. (Boston, MA)	Mass Spectrometer Chemical Detection System	City of St. Louis	1	\$82,850
TOTAL EXPENDITURES				\$ 312,700

Total UASI Expenditures: \$312,700