

AGENDA
ST. LOUIS AREA REGIONAL RESPONSE SYSTEM
BOARD OF DIRECTORS
Thursday, January 14, 2016 - 11:30 A.M.
ST. LOUIS CITY FIRE HEADQUARTERS

1. CALL TO ORDER BY ABE COOK, PRESIDENT
2. APPROVAL OF MINUTES OF DECEMBER 17, 2015 MEETING
3. DISCUSSION ITEMS
 - A. All Ready Organizational Population Survey
JOHN POSEY
Director, East-West Gateway
Research Services
 - B. FEMA Region VII THIRA Report
RODNEY L. BUTTS
Preparedness Analysis & Planning Officer
National Preparedness Division
FEMA Region VII
4. ACTION ITEMS
 - A. Regional Security Expenditures
NICK GRAGNANI
 - B. Nominating Committee Report
DON FEHER
St. Clair County EMA
5. OTHER BUSINESS
6. NEXT MEETING AND ADJOURNMENT

The next meeting of the Board will occur on Thursday, February 11, 2016 at 11:30 AM

**STARRS BOARD OF DIRECTORS
MEETING MINUTES
DECEMBER 17, 2015**

The meeting of the STARRS Board of Directors was called to order at 11:30 a.m. at City of St. Louis Fire Headquarters, 1421 N. Jefferson, St. Louis, Missouri, with attendance as follows:

Directors Present

Abe Cook, Chair
Gary Christmann, Vice-Chair
Joann Leykam, Treasurer
John Anthony
Frank Arnoldy
Greg Brown
Les Crews
Catherine Dalton
Justen Hauser
Dennis Jenkerson

Tom Koch
Larry Ringering
Warren Robinson
Herb Simmons
Mark Thorp
David Todd

Ex Officio
Jim Wild

Also in attendance were Nick Gragnani, Staci Alvarez, Dale Chambers, Leah Hummert, Ky Kee, Karen Kunkel, Brian Marler, John Posey, Jenny Reiman, and John Whitaker of STARRS / East-West Gateway Council of Governments staff.

CALL TO ORDER

Abe Cook, Chair, called the meeting to order.

APPROVAL OF MINUTES OF OCTOBER 15, 2015 MEETING

Motion was made by Mark Thorpe, seconded by Greg Brown, to approve the minutes of the October 15, 2015 meeting. The Motion passed unanimously.

DISCUSSION ITEMS

St. Louis Regional THIRA Update

Dale Chambers, STARRS, summarized the 2015 THIRA update, which was recently forwarded to the Missouri and Illinois Offices of Homeland Security, and to FEMA Region V and VII. He identified some of the significant changes to upcoming THIRA reporting requirements, noting that staff expects to target and utilize data driven information in the future to prepare the 2016 THIRA, which will serve to further increase its accuracy. He provided an Executive Summary, available for public use, to the members.

Additional discussion followed during which Gary Christmann commended Mr. Chambers for his diligence in preparing the THIRA.

St. Louis Regional Aerial Photography Project

Jennifer Reiman, East-West Gateway Council of Governments, presented information on the region-wide project to provide seamless, common operating images to benefit E-911 and emergency responders. She described the difference between images previously obtained in

2012 and those produced for this project. Both were funded from UASI funding. She explained the methods used by Surdex to obtain the imagery displayed and described the format of the images that will be provided cost-free to those requesting it.

Nick Gragnani complemented Ms. Reiman on the success of the initial project, as well as this one.

All Ready General Population Survey

John Posey, East-West Gateway Council of Governments, summarized the findings of the All Ready Household Preparedness survey conducted by the consultant MDavis, Inc. and analyzed by the East-West Gateway Research staff. The purpose of the survey was to provide valid statistical information essential for development and assessment of preparedness planning programs that support disaster readiness of residents in the St. Louis region. Of note, he advised that 951 residents plus 346 individuals with access and functional needs were sampled with responses being weighted to reflect regional demographics, including age, disability, education, income, race, marital status, and number of children in household.

David Newberger, Commissioner for the Disabled, City of St. Louis, offered his thoughts on the challenges associated with a low level of preparation in all segments of the population and the high level of assumption that first responders will be able to efficiently respond to individual needs during disaster.

Additional discussion followed regarding the information sources for the report; the importance of training in schools; the viability of seeking assistance with preparation from other organizations and harnessing their contacts and possible funding sources; the importance of participation of and training by the health care profession; and funding mechanisms for proper preparation training.

Nick Gragnani advised that the results of the survey evidenced the need for continued funding to support preparedness training for the general population as well as those with access and functional needs.

ACTION ITEMS

Regional Security Expenditures

Nick Gragnani, STARRS, summarized staff's recommendation of the following expenditures, totaling \$161,797. The expenditures will be funded from the U.S. Department of Homeland Security's Urban Area Security Initiative ("UASI") grant program.

Action	Description	Amount
Contract	Sub-award agreement with Jefferson County 911 Dispatch for Phase 3 of the regional video downlink	\$112,500
Contract	Yellow Brick Creative – to provide promotional materials for the Gateway Volunteer Network	\$49,297

Motion approving the recommendation was made by Greg Brown, seconded by Joann Leykam. Motion carried, all voting aye.

Nominating Committee Report

Nick Gragnani, STARRS, summarized the Nominating Committee's recommendations to approve the following sub-committee appointments:

Emergency Medical Services – Nick Harper, Deputy Chief, Monarch Fire Protection District

Hospital – Claire Thurmond, Clinical Nurse Manager, St. Louis Women's Surgery Center

Public Health – Zidong "Alex" Zhang, Jefferson County Health Department.

Mass Fatality – Kelly Allmeyer, Medicological Death Investigator, St. Charles, Jefferson and Franklin Counties Medical Examiner's Office; Brandon T. Jones, Battalion Chief, St. Charles County Ambulance District.

Motion approving the recommendations was made by Mark Thorpe, seconded by Joann Leykam. Motion passed unanimously.

OTHER BUSINESS

Nick Gragnani, STARRS, updated the Board regarding funding for the 2016 UASI grant. He summarized a memo contained in the meeting materials from Martha Braddock, Policy Advisor with the International Association of Emergency Managers, outlining information concerning the Federal FY 2016 budget. Mr. Gragnani summarized the associated application deadlines and surmised, pending no significant changes, that the St. Louis region is poised to receive funding from the 2016 grant.

Mr. Gragnani called attention to a memo outlining a FEMA senior officials' workshop for all hazard preparedness on May 24, 2016 at the St. Louis County Emergency Operations Center.

Gary Christmann advised, also, of a counter-terrorism two-day workshop being planned sometime between March and April, with an expected capacity of 250 people. He advised that a venue is currently being sought.

NEXT MEETING & ADJOURNMENT

The next STARRS Board of Directors meeting is scheduled for Thursday, January 14, 2016, at 11:30 a.m., in the auditorium of St Louis City Fire Headquarters.

Motion to adjourn the meeting was made by Dave Todd, seconded by Gary Christmann. Motion passed unanimously.

The meeting was adjourned at 12:34 p.m.

Don Feher, Secretary

Memo to: Board of Directors

From: Staff

Subject: Regional Security Expenditures

Date: January 11, 2016

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) and the Assistant Secretary of Preparedness and Response (ASPR) Hospital Preparedness grant programs. Attachment A summarizes these purchases totaling **\$321,304**. Also attached is a summary description of all budgeted expenditures from the UASI grants (Attachment B).

1. **All Ready Preparedness Media Campaign** – The STARRS All Ready committee has developed various media campaign materials that help promote disaster preparedness initiatives throughout the region. We are requesting approval to purchase media space from Metro Transit through its media consultant, Direct Media Incorporated. Purchases will include MetroLink station area windscreens, MetroLink interior cards, MetroBus end tails, and MetroBus interior cards. The Preparedness Media Campaign will be placed at station areas and on trains and buses that will reach both Illinois and Missouri Metro Transit riders. Total costs will not exceed **\$30,000**.
2. **Ballistic Protection Equipment** – We are requesting approval to purchase the following Ballistic Helmets and Vests for the St Louis Regional Emergency Medical Services (EMS) Task Force and law enforcement tactical operations personnel in support of active shooter situations involving mass casualty incidents.
 - **12 Ballistic Communications Helmets** – For the St. Louis Regional EMS Taskforce from Safeware, Inc. Total cost will not exceed **\$17,928**;
 - **43 Ballistic Helmets** – 18 ballistic helmets for Franklin County Sheriff's Department and 25 ballistic helmets for the Jefferson County Sheriff's Department from Safeware, Inc. Total cost will not exceed **\$29,322**;
3. **Bus Stretcher Ambulance Conversion Kit** – We are requesting approval to purchase two Bus Stretcher Ambulance Conversion Kits that will allow temporary transformation of any passenger bus into a transport vehicle of up to 12 non-ambulatory patients in an emergency situation (e.g. evacuation of hospital/nursing home, transport of multiple patients from a mass casualty incident). The kits include frames, stretchers and ramps to allow loading of gurneys and wheelchairs. The St. Louis City Emergency Management Agency (CEMA) will

store the kits in crates when not in use. They can then be assembled quickly during an emergency or preassembled and installed for planned events. Total Costs will not exceed **\$71,426**

- 4. Incident Support Team (IST) Training** – The St. Louis Regional IST is comprised of trained first responders and emergency management personnel from across the region. It is a response team supporting local authorities at incident command posts or in emergency operations centers during regional, statewide, and national incidents. IST specialties include incident action planning, documentation, and communications support which improves command and control initiatives during major incidents and disasters.

We are requesting approval to provide the following three IST training courses through the University of Missouri Fire Rescue Training Institute (MUFRTI), which will improve the response capabilities of the IST personnel. The courses are:

- All Hazard Incident Management Team training, which consists of 40 hours of training for 30 students at a cost of \$29,500;
- Division/Group Supervisor training, which consists of 24 hours of training for 30 students at a cost of \$8,700; and,
- Planning Section Chief training, which consists of 32 hours of training for 30 students at a cost of \$10,300.

Total costs will not exceed **\$48,500**

- 5. Infection Control Officer Training** - The Ryan White law and National Fire Protection Association (NFPA) 1581 standard requires that every fire, EMS and law enforcement agency in the United States must have a designated Infection Control Officer to manage bloodborne pathogens and airborne droplet exposure issues that may affect staff. Therefore, we are seeking authorization to contract with Infection Control / Emerging Concepts to train regional first responders and other applicable agencies on the following three training courses:

- Basic Designated Infection Control Officer Training,
- Advanced Designated Infection Control Officer, and
- OSHA / Bloodborne / Airborne / droplet Train-the-Trainer course

These training programs will cover the various laws and regulations that must be considered to establish a comprehensive program, core components of an effective post-exposure management program, roles and responsibilities of the Designated Infection Control Officer,

and conducting OSHA training on bloodborne pathogens and airborne / droplet diseases. Total cost will not exceed **\$16,815**.

6. Laptop Computers – We are requesting approval to purchase eight laptop computers for the City of St. Louis Unified Command Vehicle. The vehicle’s existing laptops have become out dated and can no longer support today’s operating system software. Total cost will not exceed **\$17,657**

7. St. Louis Regional Alternate Care Sites Plan - The St. Louis Regional Hospital Alternate Care Sites Plan (ACS Plan) was developed in 2012 to provide guidelines for the establishment of one or more regional hospital alternate care sites (ACS) during large-scale disasters that overwhelm regional hospital capabilities. An ACS would be independent of any one particular hospital organization or hospital system and could be equipped and staffed by regional healthcare partners collectively and/or by qualified volunteers.

When the need arises, the activation and coordination of the ACS Plan is accomplished through the St. Louis Medical Operations Center (SMOC). The SMOC is a regional organization staffed by representatives from St. Louis healthcare organizations and, when physically activated, is stationed at one of the local county emergency management agency emergency operations centers within the St. Louis region.

Although the ACS Plan has been developed, logistical and operational guidelines are still needed for activation & implementation of the plan. Additionally, there is a need for an ACS staffing model, which contains guidelines for the number and types of positions required to staff the site, as well as job action sheets for those positions and the development of ACS templates for individual hospital to integrate into their existing emergency operations plans.

Therefore, we are requesting approval to contract with Hagerty Consulting to provide consultant services for Phase II of the St. Louis Regional Alternate Care Sites Plan. Total costs will not exceed **\$89,656**

The purchases 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:

- for the purchase of Metrolink windscreens, Metro bus tails, and Metro Bus interior cards from Metro Transit through its media consultant Direct Media, Inc. in an amount not to exceed **\$30,000**;

- for the purchase of 12 Ballistic Communications Helmets for the regional EMS Task Force from Safeware, Inc in an amount not to exceed **\$17,928**;
- for the purchase of 43 Ballistic Helmets for the Jefferson and Franklin County, Missouri Sheriff's Department from Safeware, Inc. in an amount not to exceed **\$29,322**;
- for the purchase of two Bus Stretcher Ambulance Conversion Kits from First Line Technology, LLC in an amount not to exceed **\$71,426**;
- allow the Executive Director to enter into contract with the University of Missouri Fire Rescue Training to deliver the All Hazard Incident Management Team, Division/Group Supervisor and Planning Section Chief training in an amount not to exceed **\$48,500**;
- allow the Executive Director to enter into a contract with Infection Control/Emerging Concepts, Inc. to provide Infection Control Officer Training consisting of the Basic Designated Infection Control Officer, Advanced Designated Infection Control Officer, and the OSHA/Bloodborne and Airborne Train-the-Trainer courses from in an amount not to exceed **\$16,815**;
- for the purchase of eight laptop computers from Veteran Corps of America in an amount not to exceed **\$17,657**; and,
- allow the Executive Director to enter into a contract with Hagerty Consulting to provide consulting services in the development of phase II of the St. Louis Regional Alternate Care Sites Plan in an amount not to exceed **\$89,656**,

for a total amount not to exceed **\$321,304** from the UASI and the ASPR Hospital Preparedness grant program.

ATTACHMENT A
Expenditures for Equipment and Services
January 11, 2016

<u>Vendor</u>	<u>Description</u>	<u>Jurisdiction/Agency</u>	<u>Quantity</u>	<u>Cost</u>
Emergency Response Planning (UASI)				
Direct Media, Inc. (Hingham, MA)	All Ready Preparedness Media Campaign - windscreens, bus tails and bus interior cards form Metro Transit	Regional	various	\$30,000
Emergency Response Equipment (UASI)				
Safeware, Inc. (Lanham, MD)	Ballistic communications helmets	Regional	12	\$17,928
Safeware, Inc. (Lanham, MD)	Ballistic helmets	Franklin County & Jefferson County	43	\$29,322
Veteran Corps of America (O'Fallon, IL)	Laptop computers	St. Louis City	8	\$17,657
Emergency Response Training (UASI)				
University of Missouri Fire Rescue Training Institute (Columbia, MO)	All Hazards Incident Management Team training	Regional	2	\$48,500
Infection Control / Emerging Concepts, Inc. (Manassas, VA)	Infection Control Courses	Regional	3	\$16,815
Emergency Response Equipment (ASPR)				
First Line Technology, LLC (Chantilly, VA)	Bus stretcher conversion kits	St. Louis City & St. Charles County	2	\$71,426
Emergency Response Planning (ASPR)				
Hagerty Consulting (Evanston, IL)	Phase II - Alternate Care Sites Implementation Plan	Regional	1	\$89,656
TOTAL EXPENDITURES				\$321,304

Total UASI Expenditures: \$160,222
Total ASPR Expenditures: \$161,082

ATTACHMENT B
Cumulative Budgeted Expenditures for Major Projects under Urban Areas Security Initiative
through Fiscal Year 2014

	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.	\$17,993,651	\$17,978,036	\$0	\$15,615
	1,152,980	829,682	0	323,298
	2,265,000	2,038,884	17,657	208,459
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.	8,418,546	7,676,881	47,250	694,415
	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.	8,618,026	8,467,274	0	150,752
	8,988,047	8,988,047	0	0
	674,300	674,300	0	\$0
	5,278,534	5,278,534	0	0
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.				

ATTACHMENT B
Cumulative Budgeted Expenditures for Major Projects under Urban Areas Security Initiative
through Fiscal Year 2014

	Total Budgeted	Prior amount approved by EWG Board	This request	Remaining to be approved
Emergency Patient Tracking	\$2,422,320	\$2,422,320	\$0	\$0
<p>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.</p>				
Universal ID Project	557,812	557,812	0	0
<p>This system provides a uniform identification card for fire, law enforcement and volunteers with credential information embedded in the card.</p>				
Expand Public Health Capabilities	2,763,881	2,648,157	0	115,724
<p>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.</p>				
Mass Casualty Equipment, Medical Supplies and Software for Hospitals	2,249,599	2,107,999	0	141,600
<p>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.</p>				
Disaster Incident Management System for Hospitals and Tactical Response	\$2,346,808	\$2,157,808	\$0	\$189,000
<p>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.</p>				

ATTACHMENT B
Cumulative Budgeted Expenditures for Major Projects under Urban Areas Security Initiative
through Fiscal Year 2014

	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.	\$ 3,133,852	\$2,664,000	\$0	\$469,852
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.	2,662,666	2,602,666	30,000	30,000
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				
Two regional exercises occurred on August 9-10 2006 at Busch Stadium and Olivette. In addition, Community Emergency Response Teams (CERT) exercises were added in FY06.	446,500	371,500	0	75,000
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.	3,815,608	3,641,348	65,315	108,945
Totals:	\$79,327,000	\$76,644,118	\$160,222	\$2,522,660

¹ This total represents the sum of UASI funds awarded for equipment and contractual obligations for fiscal years 2003 - 2015. 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.

Memo to: Board of Directors
From: Staff
Subject: Nomination of Sub-Committee Appointments
Date: January 11, 2016

NEW SUBCOMMITTEE APPLICANTS

Hospital

Wienski, Charlotte D., Quality/Emergency Management Coordinator, Ranken Jordan Pediatric Hospital - Charlotte Wienski currently works as the Quality and Emergency Management Coordinator for Ranken Jordan where she develops and maintains the current organizational emergency management program. Before taking on this role in 2015, she was the Executive Director with CDW, Public Health Care Services for 15 years. Charlotte's associations included the International Association of Emergency Managers and the National Association of Community Health Centers. She graduated Summa cum Laude with a Masters of Public Health from Benedictine University.

Staff Recommendation: Staff recommends that the Board of Directors approve this Nominating Committee recommendation.