

**AGENDA**  
**ST. LOUIS AREA REGIONAL RESPONSE SYSTEM**  
**BOARD OF DIRECTORS**  
**Thursday, June 14, 2018 - 11:30 A.M.**  
**ST. LOUIS CITY FIRE HEADQUARTERS**

1. CALL TO ORDER BY BILL ROCHE, VICE PRESIDENT

2. APPROVAL OF MINUTES OF MAY 17, 2018 MEETING

3. DISCUSSION ITEMS

A. FY 2018 UASI Grant Application Update

LEAH WATKINS  
East-West Gateway Council of Governments

B. STARRS Board Handbook

KY KEE  
STARRS

C. STARRS Subcommittee Survey

KY KEE

D. Subcommittee Reports

- Emergency Medical Services (EMS)

JIM FINGERHUT  
St. Charles County Ambulance District

- Mass Fatality

SARAH GAMBLIN-LUIG  
City of St. Louis Emergency Management Agency

4. ACTION ITEMS

A. Regional Security Expenditures

LEAH WATKINS

B. Nominating Committee Report

TONY FALCONIO  
Madison County, IL Emergency Management

4. OTHER BUSINESS

5. NEXT MEETING AND ADJOURNMENT

**STARRS BOARD OF DIRECTORS  
MEETING MINUTES  
May 17, 2018**

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

**Directors Present**

Greg Brown  
Gary Christmann  
Mark Diedrich  
Don Feher, Vice-President  
Jim Fingerhut  
Todd Fulton  
Justin Hauser  
Chris Hunt  
Dennis Jenkerson

Brian Naeger  
John Nowak  
Lawrence O'Toole  
Warren Robinson  
Bill Roche  
John Whitaker

**Ex Officio**

Jim Wild

Also in attendance were Derek Lohner, Missouri State Emergency Management Agency (SEMA). STARRS / East-West Gateway Council of Governments staff that were present include Staci Alvarez, Dale Chambers, Ky Kee, Brian Marler, Nick Gragnani, and Leah Watkins.

**CALL TO ORDER**

Don Feher, Chair, called the meeting to order.

**APPROVAL OF MINUTES OF APRIL 12, 2018 MEETING**

Motion was made by Greg Brown, seconded by Bill Roche, to approve the minutes of the April 12, 2018 meeting. Motion passed unanimously.

**DISCUSSION ITEMS**

**Illinois Law Enforcement Alarm System (ILEAS)**

Mr. David Fellows, Regional Planning Coordinator for ILEAS Region 8 gave a presentation on the history of the ILEAS program. He explained the law enforcement mutual aid response capabilities that are available in Illinois statewide through the ILEAS program, stating that the system is open to any law enforcement agency with Illinois certified state officers. David stated that there are currently over 40,560 law enforcement officers and correctional officers available for mutual aid deployment statewide. Mr. Fellows outlined ILEAS operational response capabilities, specifically how available law enforcement resources are deployed when a need arises. He outlined the specialty response teams consisting of Mobile Field Forces and WMD Response Teams with full deployment response times anywhere from 45 minutes to one hour on scene. David also explained the ILEAS Resource Database which is updated every 6 months by local law enforcement agencies. The system is searchable by any Illinois law enforcement

agency. During his presentation he distributed a map of Illinois that outlined all of the ILEAS regions statewide and the location of the various specialty response teams.

## **Director's Report**

- **FY 2018 UASI GRANT UPDATE** - Nick Gragnani advised the board that staff anticipates the release of the FY 2018 Urban Areas Security Initiative (UASI) grant application to occur sometime within the next few days. He advised that the region will have only two weeks to develop the grant application and submit it by the imposed deadline. Nick thanked everyone for their previous work on submitting investment justifications and the Board's approval of the Finance Committee's funding recommendations which allow staff to meet the short turnaround time for submitting the St. Louis regional UASI grant application.
- **STARRS BOARD HANDBOOK** - Mr. Gragnani also advised the Board that staff was in the process of updating the STARRS Board Handbook. Specifically, he recognized Ky Kee of STARRS staff for her work on updating all of the Handbook sections so that the information is readily available for reference. Nick advised that the new STARRS Board Handbooks will be distributed at the June 13, 2018 Board meeting.
- **STARRS TRAINING & EXERCISE FUNDING PROGRAM** - Mr. Gragnani explained that because of difficulties associated with the STARRS Training & Exercise funding request process, staff updated the STARRS Training & Exercise Approval Form and the STARRS Training Travel Budget template. Previously, individuals seeking STARRS Training & Exercise funding were required to complete the STARRS Training & Exercise Approval form and the STARRS Training Travel Budget template showing all travel costs associated with the funding request. Additionally, specific information regarding the training event which supported the costs for travel (i.e., hotel costs, airfare, course or conference registration, and meals) was required to be included with the completed STARRS forms.

In order to make the training and travel funding requests simpler while ensuring State of Missouri per diem rates are adhered to, Mr. Gragnani explained that the applicant is no longer required to complete the portion of both STARRS forms showing the travel costs. Now, when requesting STARRS Training & Exercise funding the two STARRS forms must still be completed, except for the sections shaded in gray that relate to the training/travel costs. The event documentation containing the detailed information about the event, to include the agenda showing meals provided, must still be included in the funding request package.

Once the funding request package is received from the STARRS Training & Exercise Committee, staff will complete the portions associated with the costs. Costs for hotel and meals will be based on the State of Missouri per diem for the traveling city. The costs for airfare, where appropriate, will be based on airfare internet search engines like Expedia, Google Flights, and Kayak, with the lowest, most reasonable cost selected. The costs for ground transportation will be based on online taxi fare sites like rideguru.com and taxifarefinder.com or when available, airport shuttles. Once staff completes the Training Travel Budget template the entire funding request package will be reviewed by East-West

Gateway and the Missouri Office of Homeland Security for final approvals. Mr. Gragnani advised that travel arrangements must not be made until the traveler received the travel authorization letter which will outline all of the allowable costs for travel.

- **STARRS SUBCOMMITTEE REPORTS** - Mr. Gragnani then advised the Board of STARRS Subcommittee Reports being added to the STARRS Board agenda. This was initiated to allow each of the STARRS Subcommittees to report to the Board on the various projects currently being planned, executed or being closed out by each of the STARRS Subcommittees. He explained that because the Public Health Subcommittee has several projects underway, Justen Hauser, Chair of the STARRS Public Health Subcommittee would give the first Subcommittee report to the Board.

**Public Health Subcommittee Report**

Justen Hauser, City of St. Louis Public Health Department and Chair of the STARRS Public Health Subcommittee advised the Board on several of the current and future projects which the Public Health Committee is currently working on. He outlined the training initiatives and programs along with the actions of the Public Information Officers Workgroup which is working on updating the Unified Health Command Public Health Annex and are drafting a multiyear training and exercise plan for Public Information Officers. In addition, Justen addressed the work of the Regional Workgroup which is working on a 50 day dispensing plan and a regional volunteer reception center plan. He also addressed the Gateway Volunteer Network Group which is working to standardize training for volunteers in the region, revitalizing the engagement and activities of the Medical Reserve Corps (MRC) units and increasing volunteer recruitment and retention for local MRC units.

**ACTION ITEMS**

**Regional Security Expenditures**

Nick Gragnani, summarized staff’s recommendation of the following expenditures, totaling \$323,701. The expenditures will be funded from the U.S. Department of Homeland Security’s Complex Coordinated Terrorist Attack (CCTA) and Urban Area Security Initiative (UASI) grant programs.

| <b>Action</b> | <b>Description</b>  | <b>Amount</b> |
|---------------|---|---------------|
| Contract      | Environmental Systems Research Institute, Incorporated – ArcGIS software training | \$33,910      |
| Contract      | St. Louis County, Missouri – Fusion Center Liaison position                       | 201,000       |
| Contract      | University of Missouri, Department of Statistics – SPSS Training                  | \$23,586      |
| Purchase      | 15 Ballistic Helmets from First Spear LLC   | \$29,062      |
| Purchase      | Five Ballistic Vests from First Spear, LLC  | \$16,193      |
| Purchase      | 50 Garmin GPS Units from Tiger Supplies, Inc.                                     | \$19,950      |

Motion approving the recommendation was made by Dave Todd, seconded by Larry O’Toole. Motion passed unanimously.

## **Nominating Committee Report**

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

### **Subcommittee Category C Director Appointment**

Nick Kohlberg, St. Charles County Department of Health replaces John Anthony

### **New Subcommittee Applicants**

#### Emergency Medical Services

Quinten Randolph, Fire Chief, Northeast Ambulance and Fire District

#### Urban Search & Rescue

Arthur Jacobs, Jr., Deputy Fire Chief, Belleville Fire Department

### **Removals/Resignations**

#### Public Health and ESF-8

John Anthony, St. Louis County Health Department, retirement

Patricia Curtis, City of St. Louis Department of Health, retirement

Motion approving the recommendations was made by Chris Hunt, seconded by Bill Roche. Motion carried, all voting aye.

### OTHER BUSINESS

None

### NEXT MEETING & ADJOURNMENT

The next STARRS Board of Directors meeting is scheduled for Thursday, June 14, 2018 at 11:30 a.m., in the auditorium of St. Louis City Fire Headquarters.

Motion to adjourn the meeting was made by Greg Brown, seconded by Bill Roche. Motion carried, all voting aye. The meeting was adjourned at 11:58 AM.

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Anthony Falconio

Memo to: Board of Directors  
From: Staff  
Subject: Nomination of Sub-Committee Appointments  
Date: June 11, 2018

The Nominating Committee offers updates to the Board Officers, appointments of STARRS' Sub-Committee representatives, the reaffirmation of existing Sub-Committee representatives and approval for the removal of Subcommittee members.

### **Sub-Committee Category C Director Appointments**

In accordance with the Bylaws the Nominating Committee recommends that the following Sub-Committees representative be appointed as Director:

- Healthcare Coalition – Gary Christmann, City of St. Louis Emergency Management Agency (Non-Voting), replacing John Anthony, St. Louis County
- Healthcare Coalition – Vanessa Poston, Missouri Baptist Hospital (Voting), replacing Dan Gillen, St. Louis University Hospital
- Healthcare Preparedness – Michele Tanton, St. Louis Children's Hospital (Non-Voting), replacing Kaitlin Walker, SSM Healthcare

### **New Subcommittee Applicants**

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

#### **Hazardous Materials**

**Mark Skornia, Emergency Management Director, City of Washington.** Mark Skornia has been a firefighter since 1975. He joined the Union Fire Protection District before moving to Washington in 1980. There he rose through the ranks of the Rescue Section from firefighter to Lieutenant, Captain, and then Assistant Chief in 1997. He served as Assistant Chief and Training Officer for 20 years. In August 2017, he took the position of Emergency Management Director for the City of Washington and remains a volunteer firefighter. Mark has had an interest in hazardous materials for many years, taking the technician course in 1997. He is one of the hazmat duty officers for the Franklin County Homeland Security Response Team. He was a committee member of the City of Washington Planning and Zoning Commission for 12 years and was an officer for the Franklin-Gasconade Firefighter's Association for four years. He is currently Fire Technology Coordinator at East Central College and was on Our Lady of Lourdes Parish Council in Washington.

Law Enforcement

**Randy Jemerson, Commander-Tactical Operations, City of St. Louis Metropolitan Police Department.** Lieutenant Randy E. Jemerson has served in law enforcement for over twenty years with the St. Louis Metropolitan Police Department. He was promoted to Sergeant in August 2008 and again to Lieutenant in February 2018. Lt. Jemerson has served in various districts and specialized units to include Mobile Reserve/SWAT and the Housing Authority Unit. Prior to his recent promotion, he served as an adjunct instructor for the Police Academy and Deputy Commander of the Civil Disobedience Team. This position had him at the forefront of all protest within St. Louis City. Currently, he is the Commander of Tactical Operations which oversees Mobile Reserve/SWAT, Canine, Aviation, and the Civil Disobedience Team. Lt. Jemerson has also served in the United States Army Reserves for over twenty-three years. He has served overseas during two deployments in support of Operation Iraqi Freedom (2003) and Operation Enduring Freedom (2010-2011). Currently, he holds the rank and position of First Sergeant, in charge of the 724<sup>th</sup> Transportation Company in Bartonville, IL. Lt. Jemerson has earned his Bachelor's Degree in Criminal Justice Administration and his Master's Degree in Administration of Justice and Security, both from the University of Phoenix. He has also earned a Certificate in Law Enforcement and Organizational Change from St. Louis University. Lt. Jemerson is also a member of the National Tactical Officers Association and FBI-LEEDA (Law Enforcement Executive Development Association).

**Request for Removals/Resignations**

Healthcare Preparedness:

- Kaitlin Walker, SSM Health, resigned from committee

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