

**AGENDA**  
**ST. LOUIS AREA REGIONAL RESPONSE SYSTEM**  
**BOARD OF DIRECTORS**  
**Thursday, March 15, 2018 - 11:30 A.M.**  
**ST. LOUIS CITY FIRE HEADQUARTERS**

1. CALL TO ORDER BY DON FEHER, VICE-PRESIDENT
2. APPROVAL OF MINUTES OF FEBRUARY 15, 2018 MEETING
3. DISCUSSION ITEMS
  - A. Director's Report  
NICK GRAGNANI  
STARRS
  - B. St. Louis University – Emergency Management  
Advisory Board  
SHAWN STEADMAN  
St. Louis University  
School for Professional Studies
  - C. St. Louis Regional THIRA Update  
DALE CHAMBERS  
STARRS
4. ACTION ITEMS
  - A. STARRS Executive Committee Report  
DON FEHER  
St. Clair County EMA
  - B. Regional Security Expenditures  
NICK GRAGNANI  
STARRS
  - C. Nominating Committee Report  
WARREN ROBINSON  
Jefferson County, MO  
Emergency Management Agency
4. OTHER BUSINESS
5. NEXT MEETING AND ADJOURNMENT

**The next meeting of the Board will occur on Thursday, April 12, 2018 at 11:30 AM**

**STARRS BOARD OF DIRECTORS  
MEETING MINUTES  
January 18, 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:

**Board Executive Officers Present**

Don Feher, Vice-President  
Warren Robinson, Secretary

Brian Gettemeier  
Justen Hauser  
Dennis Jenkerson  
Sarah Gamblin-Luig  
John Nowak  
Lynden Prange  
Herb Simmons

**Directors Present**

John Anthony  
Gary Christmann  
Abe Cook  
Mark Diedrich  
Anthony Falconio  
Jim Fingerhut  
Todd Fulton

**Ex Officio**  
Jim Wild

In attendance were Curtis Jones, Illinois Department of Transportation, and Bryan Whitaker, St. Clair County 911. Also in attendance were Nick Gragnani, Brian Marler, and Ky Kee, STARRS and Leah Watkins, and Staci Alvarez East-West Gateway Council of Governments staff.

**CALL TO ORDER**

Don Feher, Chair, called the meeting to order.

**APPROVAL OF MINUTES OF JANUARY, 2018 MEETING**

Motion was made by Mark Diedrich, seconded by Warren Robinson, to approve the minutes of the January 18, 2018 meeting. Motion passed unanimously.

**DISCUSSION ITEMS**

**Director's Report**

Nick Gragnani advised the members present that STARRS would be hosting an All Hazards Incident Management course on April 2, 2018 through April 6, 2018 at the St. Charles City #4 Firehouse. In addition, there will be a All Hazards Incident Management refresher course on April 9, 2018 through April 11, 2018 at the Eureka Fire Protection District training center. Anyone interested in attending these courses should send an email to [dale.chambers@ewgateway.org](mailto:dale.chambers@ewgateway.org)

Mr. Gragnani advised the Board of a problem staff is experiencing regarding the submission of vehicle mileage logs. STARRS and East-West Gateway are required to record the mileage of all

vehicles purchased through federal grant funding. Agencies that have one of these vehicles is required to submit their vehicle's mileage twice a year. There are several agencies who have not turned in their mileage logs. Mr. Gragnani explained that the agencies that have not submitted the vehicle mileage logs will be placed in time out, i.e., there will be no equipment grant funded purchases made on behalf of those agencies until the mileage logs are received. Additionally, if these agencies submit an investment justification (IJ) for the FY 2018 Urban Areas Security Initiative (UASI) grant their IJ will not be considered for grant funding.

Nick reported that the Missouri Office of Homeland Security (Mo OHS) will be performing a Grant On-Site Monitoring Visit on Thursday, February 22, 2018. He advised that Mo OHS provided a list of documents which they want to review during the visit. One of the issues associated with the monitoring visit is the requirement to validate that jurisdictions, agencies and departments that have benefited from receiving federal grant funding are compliant with the National Incident Management System (NIMS). As the grant recipient, East-West Gateway Council of Governments is required to ensure that all funding assisted agencies are NIMS compliant. Mr. Gragnani explained that in order to ensure NIMS compliance by departments and agencies that have received equipment, training and exercise opportunities paid for through federal preparedness grant programs associated with UASI and HPP FY 2015, FY 2016 and FY 2017 funding, the following documentation must be submitted by Wednesday, March 14, 2018:

- An Executive Order, local ordinance or proclamation that formally endorses the NIMS concepts and philosophies
- An agency NIMS Implementation Plan
- A NIMS training matrix applicable to the agency
- NIMS training certificates for all personnel associated with managing and/or deploying the resource to which grant funding is being requested

Mr. Gragnani advised that he would email examples of these documents following today's board meeting. He explained further that agencies that will be submitting investment justifications for the FY 2018 UASI grant program are also required to submit this documentation in order for their projects to be considered for grant funding.

## ACTION ITEMS

### **Nominating Committee Report**

Warren Robinson summarized the following Nominating Committee's STARRS Sub-Committee recommendations:

#### Emergency Management

**Sarah Gamblin-Luig, City of St. Louis Emergency Management Agency.**

#### Hospital

**John Whitaker, Missouri Department of Mental Health.**

Warren then summarized the Nominating Committee's Board officer recommendations:

- President – Don Feher, Assistant Coordinator, St. Clair County Emergency Management Agency
- Vice President – Sergeant Bill Roche, St. Louis County Police Department and St. Louis Fusion Center
- Treasurer – Warren Robinson, Director, Jefferson County, Missouri Emergency Management Agency
- Secretary – Anthony Falconio, Madison County, Illinois Emergency Management Agency

Mr. Robinson also summarized the Sub-Committee Reaffirmations and Category C Director Appointments:

- Emergency Medical System (EMS) – Deputy Chief Jim Fingerghut, St. Charles County Ambulance District (Voting) and John Nowak, MedStar Ambulance (Non-Voting)
- HAZMAT – Chief Dennis Jenkerson, City of St. Louis Fire Department (Voting). There was no alternate nomination from the committee.
- Hospital Preparedness – Kaitlin Walker, SSM Health (Voting) and John Whitaker, Missouri Department of Mental Health (Non-Voting)
- Interoperable Communications Core Group – Chief Greg Brown, Eureka Fire Protection District (Voting) and Joann Leykam, St. Charles County Administration (Non-Voting)
- Law Enforcement – Chief David Todd, St Charles County Police Department (Voting) and Chief Jon Belmar, St. Louis County Police Department (Non-Voting)
- Public Health – Justen Hauser, Franklin County Department of Health (Voting) and John Anthony, St. Louis County Department of Health (Non-Voting)
- St. Louis Area Regional Coalition of COADS – Ryan Nicholls, Washington University School of Medicine (Voting) and Cathy Vaisvil, Community Partnerships Manager, United Way of Greater St. Louis (Non-Voting)
- Training & Exercise – Rikki Maus, St. Louis County Department of Health (Voting) and Brian Naeger, St. Louis Metropolitan Police Department (Non-Voting).
- USAR – Deputy Chief Les Crews, Monarch Fire Protection District (Voting) and Brian Gettemeier, Firefighter/Paramedic, Cottleville Fire Protection District (Non-Voting)
- ESF-8 – Dan Gillen, St. Louis University
- Mass Fatality – Sarah Gamblin-Luig, City of St. Louis Emergency Management Agency
- Fusion Center – Sergeant Bill Roche, St. Louis County Police Department

Warren also summarized the following removals or resignations:

EMA:

- Daniel Harashe, City of St. Louis Department of Health, request for removal by committee
- Rodney Lewis, City of Centreville, IL, request for removal by committee
- David Donald, Southern Illinois University-Edwardsville, request for removal by committee

- David C. Miller, St. Louis Regional Airport, request for removal by committee
- David Noe, Franklin County Health Department, request for removal by committee
- Scott Tiepelman, Abbott EMS - Illinois, request for removal by committee
- Anthony D. Vinson, City of East St. Louis EMA, request for removal by committee
- Edward D. Gilliam, City of St. Peters Police Department, request for removal by committee

Public Health:

- Nila Garba, City of St. Louis Dept of Health, request for removal by committee
- Kourtney Hicks, East Side Health District, request for removal by committee
- Yvette Ineza, City of St. Louis Dept of Health, request for removal by committee
- Myla Oliver-Blanford, East Side Health District, request for removal by committee
- Marilyn Vise, St. Clair County Health Department, request for removal by committee
- Kelly Zara, SSM Healthcare - St. Mary's Health Center, request for removal by committee

Motion approving the recommendations was made by Gary Christmann, seconded by Mark Diedrich. Motion carried, all voting aye.

OTHER BUSINESS

None

NEXT MEETING & ADJOURNMENT

The next STARRS Board of Directors meeting is scheduled for Thursday, March 15, 2018 at 11:30 a.m., in the auditorium of St. Louis City Fire Headquarters.

Motion to adjourn the meeting was made by Gary Christmann, seconded by Todd Fulton. Motion carried, all voting aye.

The meeting was adjourned at 11:58 AM.

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Warren Robinson

Memo to: Board of Directors

From: Executive Committee

Subject: Finance & Nominating Committee Nominations

Date: March 15, 2018

The STARRS Executive Committee consists of the Board Officers, i.e., President, Vice President, Treasurer and Secretary. In accordance with the STARRS By Laws, the Executive Committee nominates members to the Nominating and Finance Committees each year. Pursuant to the STARRS Bylaws, Article V, Section 2, the Executive Committee reviewed nominations to the STARRS Finance Committee and Nominating Committee and makes the following recommendations to the Board:

Finance Committee – The Executive Committee recommends the following STARRS Board members be reaffirmed to the Committee:

STARRS Board Treasurer, Warren Robinson is the Committee Chair

- Gary Christmann, St. Louis City, MO Emergency Management Agency
- Greg Brown, Eureka Fire Protection District, Eureka, MO
- Don Feher, St. Clair County, IL Emergency Management Agency
- Justen Hauser, Franklin County, MO Department of Health
- Joann Leykam, St. Charles County, MO
- Vanessa Poston, Missouri Baptist Hospital
- Dave Todd, St. Charles County, MO
- Jim Wild, East-West Gateway Council of Governments

Nominating Committee - The Executive Committee recommends the following STARRS Board members be reaffirmed to the Committee:

STARRS Board Secretary, Anthony Falconio is the Committee Chair

- Abe Cook, Franklin County, MO Emergency Management Agency
- Mark Diedrich, St. Louis County Police, Office of Emergency Management
- Chris Hunt, St. Charles County, MO Emergency Management Agency
- Herb Simmons, St. Clair County, IL 911 Emergency Telephone Service Bureau

The terms of the memberships to both the Finance and Nominating committees are a period of one year.

**Staff Recommendation:** Staff recommends that the Board of Directors approve the Executive Committee nominations to the Finance and Nominating Committees.

Memo to: Board of Directors

From: Staff

Subject: Regional Security Expenditures

Date: March 9, 2018

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 U.S. Department of Health and Human Services, Hospital Preparedness grant programs. Attachment A summarizes this purchases totaling **\$135,960**. Also attached is a summary description of all budgeted expenditures from the UASI grants (Attachment B).

1. **Boat Rescue Operations: Technician Training** – We are requesting approval to provide the Boat Rescue Operations: Technician training for a minimum of 24 students from fire agencies who support the St. Louis Heavy Rescue Task Force. The 32 hour course is a combined operational and technician boat course that is designed to provided rescue personnel with updated information on response and safety techniques for swiftwater rescue operations. Total cost will not exceed **\$10,600**
2. **EMS Strike Team Leader Training** – We are requesting approval to provide regional EMS Strike Team Leader training for the region's EMS, public health, and allied health care agencies including hospital emergency departments. This two-day training will provide the necessary skills needed to provide an organized response, especially when multiple EMS agencies are involved. The course is designed for 30 students with the objective of training EMS personnel in leadership and management positions to serve in the role of Emergency Medical Services Strike Team Leader. Participants will be taught to prepare for, respond to, and recover from a mass casualty incident while functioning in a supervisory role of trained EMS personnel via Mutual Aid assignments with jurisdictions confronted by a large number of patients requiring mass care or medical evacuation. The total cost to conduct the training will not exceed **\$12,860**.

3. **Video Downlink Project** – In September 2010 staff received approval to enter into a contract with the Vislink Group to equip the St. Louis Metro Air Support Unit's reconnaissance aircraft with streaming video surveillance equipment. This began phase one of a three-phase project to provide the region with an airborne video reconnaissance capability to assist ground based first responders across the region. Phase two of this project placed long range fixed video receivers at three public safety sites, in St. Charles, St. Louis, and Jefferson Counties in Missouri, allowing the live streaming of video signals from the law enforcement Metro Air Support Unit's aircraft to be shared with public safety agencies in the region via the St. Louis Regional Digital Microwave Network. Phase three of the project will place a fourth long range fixed receiver in Madison County at the Illinois State Police (ISP) tower site in Collinsville, Illinois, thus expanding the system's footprint in the Metro East while improving coverage in St. Louis City and Northern St. Louis County.

Therefore, we are seeking approval to provide a sub-grant award to Madison County, Illinois for the purchase and installation of a video downlink fixed receiver to be installed on the ISP tower site in Collinsville, Illinois. The total cost will not exceed \$112,500.00.

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:

- allow the Executive Director to enter into a contract with University of Missouri Fire Rescue Training to deliver the Swiftwater and Flood Boat Rescue Training in an amount not to exceed **\$10,600**;
- allow the Executive Director to enter into contract with JMG Logistics, LLC to deliver the EMS Strike Team Leader Training in an amount not to exceed **\$12,860**; and,
- allow the Executive Director to issue a sub-grant award to Madison County, Illinois to install a video downlink receiver at the Illinois State Police communication tower site in Collinsville, Illinois in an amount not to exceed **\$112,500**;

for a total amount not to exceed **\$135,960** from the UASI and grant program.



**ATTACHMENT A**

**Expenditures for Equipment and Services  
March 9, 2018**

<u>Vendor</u>	<u>Description</u>	<u>Jurisdiction/Agency</u>	<u>Quantity</u>	<u>Cost</u>
<b>Emergency Response Training (ASPR)</b>				
JMG Logistics, LLC (Trussville, AL)	EMS Strike Team Leader Training	MO Portion of the Region	1	\$12,860
<b>Emergency Response Equipment &amp; Training (UASI)</b>				
University of Missouri Fire Rescue Training Institute (Columbia, MO)	Boat Rescue Operations: Technician	Regional	1	\$10,600
Madison County, IL	Subaward - Video Downlink	Regional	1	\$112,500
<b>TOTAL EXPENDITURES</b>				<b>\$ 135,960.00</b>

Total ASPR Expenditures: \$12,860  
Total UASI Expenditures: \$123,100

**ATTACHMENT B**  
**Cumulative Budgeted Expenditures for Major Projects under Urban Areas Security Initiative**  
**through Fiscal Year 2016**

	<b>Total Budgeted</b>	<b>Prior amount approved by EWG Board</b>	<b>This request</b>	<b>Remaining to be approved</b>	
<b>Critical Response Teams</b>					
<p>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.</p>	Hazmat / HR	\$18,464,651	\$18,367,521	\$0	\$97,130
	Mass Casualty Incident Management Teams	1,132,980	1,071,753	0	61,227
		2,330,312	2,211,194	0	119,118
<b>Law Enforcement Tactical Team Equipment</b>					
<p>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.</p>	Misc equipment:	9,008,351	8,901,758	0	106,593
	Tactical vehicles:	4,514,819	4,514,819	0	0
<b>Interoperable Communications</b>					
<p>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.</p>	Radios, phones, video conf. etc:	8,730,526	8,579,774	112,500	38,252
		9,338,047	9,188,047	0	150,000
	Microwave system: Radio Plan:	694,300	674,300	0	\$20,000
<b>The Virtual EOC</b>		5,278,534	5,278,534	0	0
<p>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.</p>					

**ATTACHMENT B**  
**Cumulative Budgeted Expenditures for Major Projects under Urban Areas Security Initiative**  
**through Fiscal Year 2016**

	<b>Total Budgeted</b>	<b>Prior amount approved by EWG Board</b>	<b>This request</b>	<b>Remaining to be approved</b>
<b>Emergency Patient Tracking</b>	\$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>				
<b>Universal ID Project</b>	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>				
<b>Expand Public Health Capabilities</b>	2,806,739	2,764,402	0	42,337
<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>				
<b>Mass Casualty Equipment, Medical Supplies and Software for Hospitals</b>	2,219,599	2,177,244	0	42,355
<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>				
<b>Disaster Incident Management System for Hospitals and Tactical Response</b>	\$2,351,808	\$2,270,308	\$0	\$81,500
<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 2016**

	<b>Total Budgeted</b>	<b>Prior amount approved by EWG Board</b>	<b>This request</b>	<b>Remaining to be approved</b>
<b>Terrorism Early Warning Center</b>				
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.	\$ 3,328,332	\$3,288,721	\$0	\$39,611
<b>Citizen Preparedness</b>				
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.	2,682,666	2,667,466	0	15,200
<b>Regional Coordination Planning</b>				
Includes regional emergency coordination planning, mutual aid improvements, public information and enhancements to critical infrastructure protection.	1,024,051	1,024,051	0	0
<b>Exercises</b>				
A regional Full Scale Exercise (FSE) will be held during the second quarter of 2016. The FSE scenario will be terrorist based involving a mass casualty incident and will involve regional hospitals, public health, fire and law enforcement agencies.	386,500	371,500	0	15,000
<b>Training</b>				
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.	4,135,608	4,107,929	10,600	17,079
<b>Totals:</b>	<b>\$81,407,955</b>	<b>\$80,439,453</b>	<b>\$123,100</b>	<b>\$845,402</b>

<sup>1</sup> This total represents the sum of UASI funds awarded for equipment and contractual obligations for fiscal years 2003 - 2016. 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: March 15, 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.

### **NEW SUBCOMMITTEE APPLICANTS**

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

#### Emergency Medical Services

**Jamie Guinn, Chief, North Jefferson County Ambulance District.** Jamie Quinn is Chief and a paramedic at North Jefferson County Ambulance District. Quinn has been a paramedic since 1992 and currently holds advanced certifications such as Advanced Cardiac Life Support, Advanced Stroke Life Support, Pediatric Advanced Life Support, Pre-Hospital Trauma Life Support and Certified Ambulance Compliance Officer. Jamie has served the North Jefferson County Ambulance District for a total of 22 years.

#### Public Health

**Michael Bean, Epidemiology, City of St. Louis Health Department.** Michael Bean, MPH, CHES, joined the City of St. Louis as the Bio-Terrorism Epidemiologist/ Disaster Preparedness Specialist January 2018. Mr. Bean is a native of Charlotte, NC, and two-time graduate of Florida A&M University, most recently from the university's Institute of Public Health, a Consortium of African-American Public Health Programs member school, with a Master of Public Health in Health Policy. During his graduate studies, Mr. Bean was very active with the Florida Public Health Association as the newsletter chair for the student section, and presented his graduate research project on cervical cancer trends among Florida women living with AIDS at the 2014 American Public Health Association (APHA) Annual Meeting. Mr. Bean's public health experience includes community planning and program evaluation from the state level in Florida. In his current position, Mr. Bean will conduct ongoing surveillance activities of weather-related illnesses, assist in developing and evaluating emergency response exercises, and manage the St. Louis City Medical Reserve Corps (MRC) volunteers. Mr. Bean serves as a St. Louis Recycles Ambassador and enjoys the many parks and green spaces that St. Louis has to offer.

**Stephanie Norton, Deputy Director, Franklin Co. Emergency Management Agency.** Stephanie Norton has worked in Franklin County's Emergency Management since May 2007. Since joining Franklin County, she has been involved with numerous STARRS committees over a period of ten years. Stephanie represents Franklin County on the Region I Solid Waste Management District Board and Region I on the State Solid Waste Advisory Board. She also serves on the Franklin County Local Emergency Planning Committee, Franklin County Community Organizations Active in Disaster, Franklin County Long-Term Recovery Committee, and is actively involved with the Missouri Voluntary Organizations Active in Disaster.

**Request for Removals/Resignations**

Law Enforcement

Kevin Murphy, Clayton Police Department, resigned from committee

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