

AGENDA
ST. LOUIS AREA REGIONAL RESPONSE SYSTEM
BOARD OF DIRECTORS

Thursday, October 11, 2018 – 9:00 A.M.

ST. LOUIS CITY FIRE HEADQUARTERS

1. CALL TO ORDER BY DON FEHER, PRESIDENT

2. APPROVAL OF MINUTES OF SEPTEMBER 13, 2018 MEETING

3. DISCUSSION ITEMS
 - A. Directors Report

NICK GRAGNANI
STARRS

 - B. Joint Capabilities for the Awareness, Recognition and Response of Homemade Explosives

BRANDY LIKES
Chemistry Section Supervisor
St. Louis County Police Crime Lab

RYAN CAMPBELL
Forensic Scientist III and
Chemistry Technical Manager
St. Louis County Police Crime Lab

4. ACTION ITEMS
 - A. Budget Modification - St. Louis Regional Digital Microwave Network

NICK GRAGNANI

 - B. Regional Security Expenditures

NICK GRAGNANI

 - C. Regional Healthcare Coalition Collaboration Tool

NICK GRAGNANI

 - D. Nominating Committee Report

NICK GRAGNANI

4. OTHER BUSINESS

5. NEXT MEETING AND ADJOURNMENT

**STARRS BOARD OF DIRECTORS
MEETING MINUTES
September 13, 2018**

The meeting of the STARRS Board of Directors was called to order at 9:05 a.m. at the City of St. Louis Fire Headquarters, 1421 N. Jefferson, St. Louis, Missouri, with attendance as follows:

Directors Present

Mike Arnhart
Abe Cook
Mark Diedrich
Don Feher
Jim Fingerhut
Dennis Jenkerson
Nick Kohlberg
Joann Leykam
Brian Naeger
John Nowak
Vanessa Poston
Bill Roche
Herb Simmons
Michele Tanton
Dave Todd

Ex Officio

Jim Wild

Excused

Greg Brown
Gary Christmann
Todd Fulton
Sarah Gamblin-Luig
Brian Gettemeier
Ryan Nichols
Lawrence O'Toole
Derek Reiger
John Whitaker

Absent

Les Crews
Justen Hauser
Chris Hunt
Lynden Prange
Warren Robinson
Cathy Vaisvil
Ryan Weber

Also in attendance were Althea de Guzman, Hagerty Consultants; Derek Lohner, Missouri State Emergency Management Agency (SEMA); and, Officer Matt Taylor, St. Louis Fusion Center/TEW Group. STARRS / East-West Gateway Council of Governments staff that were present include Staci Alvarez, Dale Chambers, Ky Kee, Nick Gragnani, Brian Marler, and Leah Watkins.

CALL TO ORDER

Don Feher President, called the meeting to order.

APPROVAL OF MINUTES OF MAY 17, 2018 MEETING

Motion was made to approve the minutes of the August 9, 2018 meeting. Motion carried, all voting aye

DISCUSSION ITEMS

Directors Report

Update on Sub-Awards for Grants

Staci Alvarez updated the Board on new sub-award requirements that may be required by the Missouri Office of Homeland Security (MoOHS). MoOHS had contacted staff in March 2018 to begin discussions about the process and agreement mechanisms that EWG uses to provide grant funds, to reimburse local entities for training costs, and to purchase/provide grant-funded equipment and supplies for the Urban Area Security Initiative (UASI) grant program. Over the course of several months, staff communicated with MoOHS regarding the processes and mechanisms that EWG currently uses, but the discussions did not lead to any new processes or requirements.

Staci advised that, in early September 2018, MoOHS contacted staff and indicated that EWG would be required to issue sub-awards to any entity / jurisdiction that receives grant funds, training cost reimbursement, or grant-funded equipment and supplies. As background, Staci informed the Board that EWG currently uses a mix of contracts and sub-awards to provide entities grant funds (i.e. St. Louis County for the Fusion Center), to reimburse local jurisdictions for training costs, and to provide equipment and supplies. A change from EWG's current methods to using sub-awards would require new layers of approval at STARRS, EWG, and each local jurisdiction and would require other additional steps like risk assessments. Staci indicated that, in staff discussion with MoOHS, staff had inquired as to why EWG's current mechanisms were insufficient to meet regulatory requirements and to express EWG's concern about the delays that would be caused if EWG were required to implement new processes/procedures.

EWG's most significant concern is about the training program and that, given the time sensitive nature of most training, the current process EWG/STARRS uses to provide training may no longer be feasible which could inhibit the region's ability to effectively implement our training program. Staci indicated that staff had submitted questions to MoOHS and staff was in the process of collecting data about the number of jurisdictions / projects that would be affected by the change in process. Staci also informed the Board that once the new process went into effect, EWG would implement it across all grant programs – including CCTA and ASPR.

Staci advised that the discussions with MoOHS were on-going, that nothing had been officially decided, and that staff would continue to work with MoOHS to come up with a solution that would not negatively affect the region's programs. Staci will keep the Board advised on the outcome of the discussions.

Complex Coordinated Terrorist Attack Project Update

After one month of ongoing program work from the last Board of Directors meeting, Althea de Guzman, CCTA Regional Program Coordinator from Hagerty Consulting provided a brief update on the status of the St. Louis Regional CCTA Program. Included in the update were the results of the Summary Gap Analysis, which reviewed several documents all listed in the

Analysis document which identifies 24 gaps within the scope of the CCTA program and an additional 19 that were out of scope to bring the total to 43 gaps pertinent to the St. Louis Region. Althea focused on two out of the ten task deliverables that will address the 24 gaps throughout the span of the program. For the rest of 2018, the program will focus on two tasks: Task 2 Operational Guide Planning and Development Workshops and Task 7 Fusion Center Tabletop Exercise Series. The critical stakeholders, main objectives, and timelines for both Task 2 and Task 7 were presented. The Analysis is subject to revision and comments from the Board of Directors and will become final at the first CCTA Workgroup Meeting in November.

ACTION ITEMS

Regional Security Expenditures

Nick Gragnani, summarized staff’s recommendation of the following expenditures, totaling \$316,782. The expenditures will be funded from the U.S. Department of Homeland Security’s Urban Area Security Initiative (UASI) grant program.

Action	Description	Amount
Purchase	Two Thermal Imaging Digital Map Overlay Systems	\$118,500
Purchase & Installation	Four Night Vision Engine Gauges	\$83,333
Purchase & Installation	Three Night Vision Compatible Garmin Radios	\$114,949

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

Nominating Committee Report

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

New Subcommittee Applicants

Healthcare Preparedness

Sidney Casey, Specialist, Environmental Safety, Security and Emergency Preparedness, SSM Health

Tambra Stutes, RN, Director of Clinical Management, Kindred Hospice

Law Enforcement

Craig Ostermeyer, Special Enforcement Commander, St. Charles County Police Department

Removals/Resignations

Mass Fatality:

Hope Woodson, St. Charles County Department of Health

Motion approving the recommendations 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 9:46 AM.

Anthony Falconio

To: Board of Directors

From: Staff

Subject: Budget Modification Request
St. Louis Regional Digital Microwave System

Date: October 8, 2018

Staff is requesting approval to modify the Urban Areas Security Initiative (UASI) FY2016, FY 2017 and FY 2018 budgets in support of providing funding for necessary equipment updates for the St. Louis Regional Digital Microwave Network.

In 2009 East-West Gateway Council of Governments entered in to contract with Alcatel-Lucent USA (now Nokia) for the creation of a St. Louis regional microwave mesh communication network. Since then, the regional communications network has become the foundation on which new and improved public safety radio systems support the region's first responders. There are now several communications systems on the St. Louis Digital Microwave Network. This includes the Illinois StarCom21 radio network, which supports Madison, Monroe and St. Clair Counties in Illinois and the St. Louis Area Trunked Emergency Radio (SLATER) network, which supports Jefferson, St. Charles and St. Louis Counties. The network will soon support connecting all of these systems with the Missouri Statewide Interoperability Network (MOSWIN) thus creating a two state, multi county interoperable communications system.

In 2013 as part the contract between East-West Gateway and seven counties (which make up the system owners), each county agreed to equitably divide maintenance costs associated with the system in years five through eight of the contract. The costs associated with this was contractually stipulated as \$1,796,855.00. However, over the past two years additional costs associated with maintaining the microwave system were identified. Key components of the microwave are now approaching eight years in age, and specific equipment has grown out of date and is in need of upgrades to ensure continued support by the vendor and reliable regional functionality through the remainder of the contract.

Therefore, there is an immediate need to secure regional grant funding to ensure the regional network capabilities remain. Funds will be used to procure microwave upgrade equipment consisting of computer router chassis, network cards, and fan modules along with professional services from Nokia which covers the equipment installation.

Board of Directors
October 8, 2018
Page 2

On Thursday, October 4, 2018 an email was sent to the members of the STARRS Finance Committee advising them of this issue and requesting their approval of a budget modification. The members voted unanimously to support the budget modification in an amount not to exceed \$578,308.

Staff Recommendation: Staff recommends that the Board approve using funds available from the Urban Area Security Initiative (UASI) FY 2016, FY 2017 and FY 2018 grant budgets to update the St. Louis Digital Microwave Network in an amount not to exceed **\$578,308**.

Per the signed agreement with East-West Gateway, each of the seven counties/system owners will still be required to enter into a maintenance agreement and purchase the Nokia Network Services Platform (NSP) with funding from their internal budget streams.

Memo to: Board of Directors

From: Staff

Subject: Regional Security Expenditures

Date: October 8, 2018

Staff is requesting authorization to expend U.S. Department of Homeland Security grant funds in support of regional security that will improve the region's disaster preparedness and response capabilities. Attachment A summarizes this purchases totaling **\$609,244**. Also attached is a summary description of all budgeted expenditures from the UASI grants (Attachment B).

Aeronautical Reconnaissance Coverage Geographic Information System

(ArcGIS) Software Training -We are requesting approval to provide training in the use of the Aeronautical Reconnaissance Coverage Geographic Information System (ArcGIS) software for the regional Public Health epidemiologists. This training will provide foundational knowledge about ArcGIS and how it can be applied in a public health perspective to solve a wide variety of health related issues. Additionally, users are introduced to creating, sharing, and using maps to communicate public health data. This training will be provided by the Geography Department at the University of Missouri – Columbia at a location in the St. Louis region still to be determined. Total costs will not exceed **\$30,936**.

St. Louis Regional Digital Microwave System - In 2009 East-West Gateway entered into a contract with Alcatel-Lucent USA (which has since been purchased by Nokia Technologies) for the creation of a St. Louis regional microwave mesh communication network. This regional communications network has now become the foundation on which new and improved public safety radio systems support the region's first responders daily. The St. Louis Digital Microwave Network supports the Illinois StarCom21 radio network, which supports Madison, Monroe and St. Clair Counties in Illinois and the St. Louis Area Trunked Emergency Radio (SLATER) network, which supports Jefferson, St. Charles and St. Louis Counties. The network will soon connect all of these networks with the Missouri Statewide Interoperability Network (MOSWIN) thus creating a two state, multi county interoperable communications system.

Over the last several years key components of the microwave network equipment have become out of date and are in need of upgrades in order to receive system maintenance and support from Nokia and maintain reliable regional functionality.

Board of Directors
October 8, 2018
Page 2

Therefore, we are requesting approval to procure microwave upgrade equipment consisting of computer router chassis, network cards, and fan modules along with equipment installation services. Total cost will not exceed **\$578,308**

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

- allow the Executive Director to enter into a contract with the University of Missouri-Columbia, Geography Department to provide the ArcGIS Software training in an amount not to exceed **\$30,936**; and,
- for the purchase of microwave upgrade kits consisting of computer chassis, network cards, and fan modules and installation services from Nokia Technologies in an amount not to exceed **\$578,308**;

for a total amount not to exceed **\$609,244** from the UASI grant program

ATTACHMENT A

**Expenditures for Equipment and Services
October 4, 2018**

<u>Vendor</u>	<u>Description</u>	<u>Jurisdiction/Agency</u>	<u>Quantity</u>	<u>Cost</u>
Emergency Response Training (UASI)				
University of Missouri (Columbia, MO)	GIS Training	Regional	1	\$30,936
Emergency Response Equipment (UASI)				
Nokia Technologies (Sunnyvale, CA)	Microwave Network Equipment	Regional	1	\$578,308
TOTAL EXPENDITURES				\$ 609,244.00

Total UASI Expenditures: \$609,244

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

	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.	\$18,732,753	\$18,445,240	\$0	\$287,513
	1,172,980	1,091,753	0	81,227
	2,436,812	2,306,679	0	130,133
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.	9,534,894	9,397,326	0	137,568
	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.	8,758,026	8,579,774	0	178,252
	9,816,047	9,188,047	578,308	49,692
	694,300	674,300	0	\$20,000
	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 2016

	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	2,862,741	2,791,898	30,936	39,907
<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	2,276,305	2,177,244	0	99,061
<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	\$2,270,308	\$2,270,308	\$0	\$0
<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

	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.	\$ 3,534,597	\$3,288,721	\$0	\$245,876
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 a mass casualty incident and will involve regional hospitals, public health, fire and law enforcement agencies.	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.	4,270,008	4,158,289	0	111,719
Totals:	\$83,367,473	\$81,206,081	\$609,244	\$1,552,148

¹ This total represents the sum of UASI funds awarded for equipment and contractual obligations for fiscal years 2003 - 2017. 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.

To: Board of Directors

From: Staff

Subject: Regional Healthcare Coalition Collaboration Tool

Date: October 8, 2018

For several years STARRS provided the software E-Sponder for regional collaboration among the STARRS' sub-committees. Throughout E-Sponder's existence, hospitals were the largest users of the system. The software was successfully used for numerous incidents and events. However the vendor did not support their software resulting in the system being dropped from funding in 2015, leaving the health care coalition (hospitals, EMS, public health and mass fatality) without a collaboration tool.

The Missouri Department of Health and Senior Services provides hospital emergency planning access to two hospital-specific systems through their relationship with the Missouri Hospital Association (MHA). Both of these systems were created by Intermedix/EMSystems. However, neither are collaboration tools that could replace E-Sponder. EMResource supports hospital emergency departments (ED) by displaying the status and availability of the ED to accept patients from EMS. The software called "eICS" provides particular hospitals a method to document their hospital incident command system plans, processes and procedures. However the "eICS" system does not provide regional collaboration capability. Missouri also provides the non-hospital specific software tool WebEOC (also Intermedix/EMSystems software) to responders across the state of Missouri. However, because WebEOC does not support regional collaboration it is not configured to support regional health care coalition needs.

With grant and federal requirements to build and maintain a Health Care Coalition, and the need to provide the region's healthcare agencies with a method to track the availability and status of the regional medical caches, along with the readiness of the content, there is a need to procure a disaster management software product that would support these initiatives, thus allow regional collaboration among the various health care organizations that make up the St. Louis Regional Health Care Coalition.

In late 2017 the St. Louis Region's Healthcare Coalition member agencies began an investigation in to available software tools to facilitate greater sharing of a common healthcare operating picture amongst its member agencies in the region. This tool would restore some of the collaboration and sharing functionality previously provided by the regional E-Sponder system. A selection process occurred,

Board of Directors
October 8, 2018
Page 2

and in early 2018 Grey Wall Software's VEOCi was purchase using available STARRS Hospital donation funds. The new Healthcare Coalition VEOCi system is under development and is expected to go live before the end of the year. However, to allow for continued use in 2019, the ESF-8 Committee is requesting approval to extend the existing services with Gray Wall Software for an additional year. Services will include license renewals in addition to continued training and support services.

Staff Recommendation: Staff recommends that the Board approve the purchase of the VEOCi software from Grey Wall Software LLC to support the emergency planning and response initiatives of the St. Louis Regional Health Care Coalition in an amount not to exceed **\$35,050**.

Funds are available in the STARRS Hospital Donation funds for this purchase.



Memo to: Board of Directors
From: Staff
Subject: Nomination of Sub-Committee Appointments
Date: October 8, 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.

Subcommittee Applicants

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

Emergency Management

Thomas "TJ" Moore, Program Specialist, City of St. Louis Emergency Management Agency. Thomas Moore is a new addition to the City of St. Louis Emergency Management Agency's team. As a program specialist, his primary duties include creating and updating the City's emergency plans and community engagement. In 2017, he graduated with a Masters in Organizational Security Management from Webster University with an emphasis on studied Emergency Management, Security Law, and Leadership. He also earned a Bachelors in Criminal Justice from Southeast Missouri State University in 2012. Moore's previous experience includes public safety at Lindenwood and university facilities which provided him with operational and public safety experience at all levels of higher education. He is a member of ASIS International and has taken intensive courses on Clery Act compliance. He is ready to work with local partners to create a safer and more resilient region.

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