

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

February Session of the January Adjourned

Term. 20 23

In the County Commission of said county, on the 23rd day of February 20 23

the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby approve the Bond of the Collector for the Missouri Department of Revenue in the maximum sum of seven hundred fifty thousand dollars. (\$750,000.00)

It is further ordered that the Boone County Commissioners are hereby authorized to sign said Bond.

Done this 23rd day of February 2023.

ATTEST:

Brianna L. Lennon

Brianna L. Lennon
Clerk of the County Commission

Kip Kendrick

Kip Kendrick
Presiding Commissioner

Justin Aldred

Justin Aldred
District I Commissioner

Janet M. Thompson

Janet M. Thompson
District II Commissioner



Recording Date/Time: 02/23/2023 at 12:27:42 PM

Book: 5719 Page: 124

Instr #: 2023002496

Pages: 4

Fee: \$55.00 N



Bob Nolte
Recorder of Deeds

**RECORDER OF DEEDS CERTIFICATE
BOONE COUNTY, MISSOURI
NON-STANDARD DOCUMENT**

This document has been recorded and you have been charged the \$25.00 non-standard fee pursuant to RSMo 59.310.3 and this certificate has been added to your document in compliance with the laws of the State of Missouri.



Bob Nolte
Recorder of Deeds
801 E. Walnut, Room 132
Columbia, Missouri 65201
573-886-4345



Know all men by these presents,


That Brian McCollum, as principal, and Liberty Mutual Insurance Company a corporation duly organized and existing under and by virtue of the laws of the state of Massachusetts and authorized to become sole surety on bonds in the state of Missouri, as surety, are held and firmly bound unto the state of Missouri in the maximum sum of Seven Hundred Fifty Thousand Dollars, (\$750,000.00), lawful money of the United States, for payment of which well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly be these presents.

The condition of the foregoing obligation is such, however, that whereas the said principal, Brian McCollum was on the 1st day of March, 2023, A.D., duly elected or appointed to the office of Collector within and for the County of Boone in the State of Missouri and has been duly commissioned.

Now, therefore, if the said County Collector shall faithfully and punctually collect and pay over all State, County and other Revenue for the four years next ensuing or the full term of office if appointed, the first day of March, 2023 and in all things faithfully perform all the duties of his said office of County Collector, according to law, then this bond to be void otherwise to remain in full force and effect.

In witness whereof, the said principal's hand and seal has been set hereunto, and the said surety has caused these presents to be signed by its Attorney-In-Fact, and its corporate seal to be hereunto affixed this the day of February 22, 2023.

Surety and Principal Information

	Attest: (Seal of Surety)	Signature of Principal	<i>Brian McCollum</i>
		Surety Name	Liberty Mutual Insurance Company
		Surety Address	175 Berkeley Street, Boston Massachusetts 02116
		Signature of Attorney in Fact	<i>Heaven Shively</i>

Depository Law has been applied to the County Collector

This certificate to be used if the County Commission has applied the Depository Law to the County Collector. Now, at this day comes Brian McCollum, Collector or Ex-Officio Collector within and for Boone County, Missouri, and presents to the County Commission his bond as Collector or Ex-Officio Collector, which bond is hereto attached for the four years next ensuing or the full term of office if appointed, effective the 1st day of March, 2023. The County Commission further finds this bond to be executed by an acceptable surety company.

No collector shall be required to give bond in excess of \$750,000. It is therefore ordered that Brian McCollum, Collector or Ex-Officio Collector, deposit daily to the credit of "County Collector's Fund" all collections of moneys in the County Depository as has been selected in accordance with the provisions of Sections 110.130, 110.140, 110.150, and 110.170 RSMo 1984. It is further ordered said bond to be approved and a duplicate thereof be transmitted by the Clerk of this County Commission to the Director of Revenue.

Signature of Presiding Commissioner	<i>Kip Kendrick</i>	Printed Name of Presiding Commissioner	Kip Kendrick
Signature of District Commissioner	<i>Justin Aldred</i>	Printed Name of District Commissioner	Justin Aldred
Attest: (Signature of County Clerk)	<i>Brianna L. Lennon</i>	Printed Name of County Clerk	Brianna L. Lennon

Depository Law has not been applied to the County Collector

This certificate to be used if the County Commission has not applied the County Depository Law to the Collector or Ex-Officio Collector County Collector's Funds.

Now, at this day comes _____, Collector or Ex-Officio Collector, with and for _____, County, Missouri, and presents to the County Commission his bond as Collector or Ex-Officio Collector of Revenue, which bond is hereto attached, for the four years next ensuing or the full term of office if appointed, effective the _____ day of _____, _____. The County Commission, after examining said bond, finds that it is in a sum for any one month equal to the average total monthly collection for the same month during the preceding four years, but not to exceed the largest total collections made during any one month of the year for the month _____, _____.

The County Commission further finds this bond to be executed by an acceptable surety company. No collector shall be required to give bond in excess of \$750,000. It is therefore ordered said bond be approved and a duplicate thereof be transmitted by the Clerk of this County Commission to the Director of Revenue.

Signature of Presiding Commissioner	Printed Name of Presiding Commissioner
Signature of District Commissioner	Printed Name of District Commissioner
Attest: (Signature of County Clerk)	Printed Name of County Clerk

Notary

I, Brianna Lennon, Clerk of the County Commission within and for the County and State aforesaid, do hereby certify the above and foregoing is a true and complete copy of the proceedings of the County Commission of Boone County county on the 23rd day of February, 2023, pertaining to the examination and approval of Collector or Ex-Officio Collector's bond, and that said bond is duly recorded in record Book 5719, of bonds at page 124.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County Commission at office Boone County Clerk, this 23rd day of February, 2023.

(Seal)	State of Missouri	County Boone
	Clerk of the County Commission <i>Brianna Lennon</i>	

JODI RENEE VANSKIKE
Notary Public - Notary Seal
State of Missouri
County of Boone
My Commission Expires: Nov. 29, 2024
Commission # 20980174

Jodi Renee Vanskike

Department Use Only

Bond of Collector or Ex-Officio Collector of Revenue of _____ county for the term ending April 1, _____, filed and approved this _____ day of _____.
Director of Revenue

Mail to: Taxation Division
P.O. Box 453
Jefferson City, MO 65105-0453

Phone: (573) 751-5900
TTY: (800) 735-2966
Fax: (573) 522-1720
E-mail: countyfees@dor.mo.gov

Visit <https://dor.mo.gov/business/citycounty/> for additional information.





This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8208199-674010

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Barb Henderson; Bethany Eaton; Cheryl Schaller; Eric Kaup; Megan Shiveley; Noe Garcia; Teresa M. Stephenson; Timothy P. Eastin; Tracie Zacha

all of the city of Columbia state of MO each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 23rd day of June, 2022.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: David M. Carey, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 23rd day of June, 2022 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 1st day of March 2023



By: Renee C. Llewellyn, Assistant Secretary

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

87 -2023

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

February Session of the January Adjourned

Term. 20 23

County of Boone

In the County Commission of said county, on the 23rd day of February 20 23

the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby approve the attached K-9 Basic Training Agreement with the Caldwell County Sheriff's Office.

Done this 23rd day of February 2023.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Kip Kendrick
Kip Kendrick
Presiding Commissioner

Justin Aldred
Justin Aldred
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner

**COOPERATIVE AGREEMENT
FOR K-9 BASIC TRAINING SERVICES**

THIS AGREEMENT dated the 5 day of Jan, 2023, is entered into by and between Boone County, Missouri (County), by and through the Boone County Sheriff's Office (BCSO), and the Caldwell County Sheriff's Office (Agency):

WHEREAS, BCSO can provide K-9 basic training through its certified K-9 training staff; and

WHEREAS, BCSO can assist Agency in selecting a canine for purchase from an approved vendor to receive the training; and

WHEREAS, Agency desires to procure a canine to receive training from a vendor approved by County and train one of Agency's officers as that canine's handler through the BCSO's K-9 basic training program; and

WHEREAS, County and Agency have the authority to cooperate with each other for the purposes of this Agreement pursuant to RSMo §70.220;

NOW, THEREFORE, it is agreed by and between the parties as follows:

1. **ASSISTANCE WITH PROCUREMENT OF CANINE.** County's K-9 trainer will provide advice on the selection of an appropriate canine from a vendor approved by County. The approved vendor will provide a minimum of a 6-month trainability guarantee and a 1-year health guarantee on a purchased canine that will run to the benefit of Agency. County will provide Agency with information about approved vendors.
2. **TRAINING.** BCSO agrees to provide Agency's K-9 handler and canine basic training by and through BCSO's certified staff. Training areas will include obedience, tracking, area search, article search, building search, and narcotics detection with respect to cocaine, heroin, and methamphetamines. The training shall consist of not less than forty (40) sessions, with each session consisting of approximately one, 8-hour day. The training will be conducted over a period of eight (8) weeks, Monday – Friday, in regularly-scheduled sessions during that 8-week period. Agency will receive a certificate documenting successful completion of the BCSO's program if the K-9 team meets the standards and requirements of the Missouri Police Canine Association at the conclusion of the training contemplated herein.
3. **EMPLOYED STATUS OF K-9 HANDLER.** Agency agrees that the training contemplated herein is within the scope and course of its handler's employment and Agency will be responsible for all appropriate compensation and the provision of Worker's Compensation coverage to Agency's employee. Agency's handler will execute a Waiver & Release as set out in the attached Exhibit "A" prior to being permitted to participate in the training.
4. **CONTRACT PRICE AND PAYMENT.** Agency shall pay County a total sum of Four Thousand Dollars (\$4,000.00) for the training contemplated herein, calculated at a rate of \$100.00/session. Agency may pay the full amount upon execution of this contract or, at Agency's option, Agency shall pay one-half, or \$2,000.00, upon execution of this contract and the remaining one-half, or \$2,000.00, after twenty (20) sessions have been completed.
5. **TERM AND TERMINATION.** The Agreement contemplates training sessions to commence on or about the 27th day of February, 2023, and sessions will proceed consecutively, Monday –

Exhibit "A"

INFORMED CONSENT WAIVER AND RELEASE

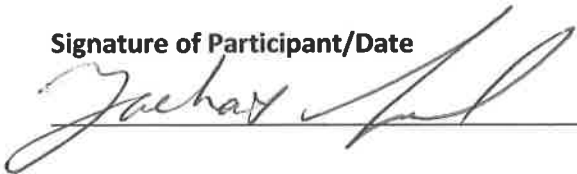
ASSUMPTION OF RISKS: I acknowledge that participation in the BCSO Basic Dual Purpose K-9 Training Class [hereinafter the "Program"] involves physical activities which, by their very nature, carry certain inherent risks that cannot be eliminated regardless of the care taken to avoid injuries. These physical activities involve strenuous exertions of strength using various muscle groups and also involve quick movements using speed and change of direction, all of which could result in injury. These risks range from minor bruises and scratches to more severe injuries, including the risk of heart attacks or other catastrophic injuries. I understand and appreciate that these physical activities carry certain inherent risks and I hereby assert that my participation is voluntary and that I knowingly assume all such risks.

WAIVER AND RELEASE: In consideration of accepting my entry into this Program, I hereby, for myself, my heirs, executors, administrators, or anyone else who might claim on my behalf, covenant not to sue, and waive, release and discharge the Boone County Sheriff's Office, Boone County, Missouri, and/or its employees and agents engaged by them for any purpose relating to the Program that I have been permitted to participate in. This release and waiver extends to all claims of every kind of nature, whatsoever, foreseen or unforeseen, known or unknown.

INDEMNIFICATION AND HOLD HARMLESS: I also agree to indemnify and hold harmless the Boone County Sheriff's Department, Boone County, Missouri, and/or its employees and agents all from any and all claims, actions, suits, procedures, costs, expenses, damages, and liabilities, including attorney's fees, that result from my participation in or involvement with the Program.

Waivers and Releases for minors are accepted only with a parent/guardian signature.

Signature of Participant/Date



2-13-23

Printed Name of Participant

Zachary Fed

Friday, for a period of eight (8) weeks as scheduled by County. Either party may terminate this Agreement at any time by providing the other written notice of their intent to terminate. Upon termination for convenience by either party, the parties will reconcile the payments paid and/or due based on the number of sessions attended at the rate of \$100.00 per session (with each session being approximately one, 8-hour day).

6. **MODIFICATION AND WAIVER.** No modification or waiver of any provision of this Agreement nor consent to any departure therefrom, shall in any event be effective, unless the same shall be in writing and signed by County and Agency and then such modification, waiver or consent shall be effective only in the specific instance and for the specific purpose for which mutually agreed.
7. **FUTURE COOPERATION.** The parties agree to fully cooperate with each other to give full force and effect to the terms and intent of this Agreement.
8. **ENTIRE AGREEMENT.** The parties state that this document contains the entire agreement between the parties, and there are no other oral, written, express or implied promises, agreements, representations or inducements not specified herein.
9. **AUTHORITY.** The signatories to this Agreement warrant and certify that they have obtained the necessary authority, by resolution or otherwise, to execute this Agreement on behalf of the named party for whom they are signing.

SO AGREED.

AGENCY: CADWELL COUNTY SHERIFFS DEPARTMENT **BOONE COUNTY, MISSOURI**

By: [Signature]

By: [Signature]

Printed Name: Dale A. Kay

Kip Kendrick, Presiding Commissioner

Dated: 1/5/2023

Dated: 2/23/2023

ATTEST: [Signature]

ATTEST: [Signature]
Brianna L. Lennon, County Clerk

APPROVED - BCSO: [Signature]
Dwayne Carey, Sheriff

APPROVED AS TO FORM: [Signature]
(Dykhouse) Boone County Counselor

ACKNOWLEDGED FOR BUDGETING & AUDITING PURPOSES:
[Signature]
County Auditor

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

February Session of the January Adjourned

Term. 20 23

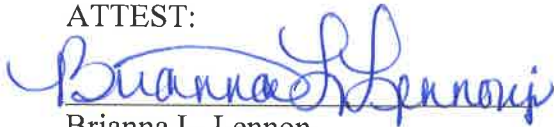
In the County Commission of said county, on the 23rd day of February 20 23

the following, among other proceedings, were had, viz:

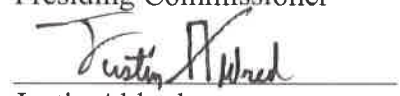
Now on this day, the County Commission of the County of Boone does hereby approve the attached K-9 Basic Training Agreement with the Kirksville Police Department.

Done this 23rd day of February 2023.

ATTEST:



Brianna L. Lennon
Clerk of the County Commission


Kip Kendrick
Presiding Commissioner
Justin Aldred
District I Commissioner
Janet M. Thompson
District II Commissioner

**COOPERATIVE AGREEMENT
FOR K-9 BASIC TRAINING SERVICES**

THIS AGREEMENT dated the 5 day of Jan, 2023, is entered into by and between Boone County, Missouri (County), by and through the Boone County Sheriff's Office (BCSO), and the City of Kirksville Missouri Police Department (Agency):

WHEREAS, BCSO can provide K-9 basic training through its certified K-9 training staff; and

WHEREAS, BCSO can assist Agency in selecting a canine for purchase from an approved vendor to receive the training; and

WHEREAS, Agency desires to procure a canine to receive training from a vendor approved by County and train one of Agency's officers as that canine's handler through the BCSO's K-9 basic training program; and

WHEREAS, County and Agency have the authority to cooperate with each other for the purposes of this Agreement pursuant to RSMo §70.220;

NOW, THEREFORE, it is agreed by and between the parties as follows:

1. **ASSISTANCE WITH PROCUREMENT OF CANINE.** County's K-9 trainer will provide advice on the selection of an appropriate canine from a vendor approved by County. The approved vendor will provide a minimum of a 6-month trainability guarantee and a 1-year health guarantee on a purchased canine that will run to the benefit of Agency. County will provide Agency with information about approved vendors.
2. **TRAINING.** BCSO agrees to provide Agency's K-9 handler and canine basic training by and through BCSO's certified staff. Training areas will include obedience and narcotics detection with respect to cocaine, heroin, and methamphetamines. The training shall consist of not less than twenty (20) sessions, with each session consisting of approximately one, 8-hour day. The training will be conducted over a period of four (4) weeks, Monday – Friday, in regularly-scheduled sessions during that 4-week period. Agency will receive a certificate documenting successful completion of the BCSO's program if the K-9 team meets the standards and requirements of the Missouri Police Canine Association at the conclusion of the training contemplated herein.
3. **EMPLOYED STATUS OF K-9 HANDLER.** Agency agrees that the training contemplated herein is within the scope and course of its handler's employment and Agency will be responsible for all appropriate compensation and the provision of Worker's Compensation coverage to Agency's employee. Agency's handler will execute a Waiver & Release as set out in the attached Exhibit "A" prior to being permitted to participate in the training.
4. **CONTRACT PRICE AND PAYMENT.** Agency shall pay County a total sum of Two Thousand Dollars (\$2,000.00) for the training contemplated herein, calculated at a rate of \$100.00/session. Agency may pay the full amount upon execution of this contract or, at Agency's option, Agency shall pay one-half, or \$1,000.00, upon execution of this contract and the remaining one-half, or \$1,000.00, after ten (10) sessions have been completed.
5. **TERM AND TERMINATION.** The Agreement contemplates training sessions to commence on or about the 27th day of February, 2023, and sessions will proceed consecutively, Monday –

Friday, for a period of four (4) weeks as scheduled by County. Either party may terminate this Agreement at any time by providing the other written notice of their intent to terminate. Upon termination for convenience by either party, the parties will reconcile the payments paid and/or due based on the number of sessions attended at the rate of \$100.00 per session (with each session being approximately one, 8-hour day).

6. **MODIFICATION AND WAIVER.** No modification or waiver of any provision of this Agreement nor consent to any departure therefrom, shall in any event be effective, unless the same shall be in writing and signed by County and Agency and then such modification, waiver or consent shall be effective only in the specific instance and for the specific purpose for which mutually agreed.
7. **FUTURE COOPERATION.** The parties agree to fully cooperate with each other to give full force and effect to the terms and intent of this Agreement.
8. **ENTIRE AGREEMENT.** The parties state that this document contains the entire agreement between the parties, and there are no other oral, written, express or implied promises, agreements, representations or inducements not specified herein.
9. **AUTHORITY.** The signatories to this Agreement warrant and certify that they have obtained the necessary authority, by resolution or otherwise, to execute this Agreement on behalf of the named party for whom they are signing.

SO AGREED.

AGENCY: City of Kirksville

By: Mari E. Mauber

Printed Name: Mari G. Mauber

Dated: 01-05-2023

ATTEST: Wanda G. Cagle

BOONE COUNTY, MISSOURI

By: [Signature]

~~Daniel K. Atwill~~, Presiding Commissioner

Kip Kendrick

Dated: 2.23.2023

ATTEST: Brianna L. Lennon
Brianna L. Lennon, County Clerk

APPROVED - BCSO [Signature]
Dwayne Carey, Sheriff

APPROVED AS TO FORM: [Signature]
Dykhouse, Boone County Counselor

ACKNOWLEDGED FOR BUDGETING & AUDITING PURPOSES:

Kyle Rieman
County Auditor

Exhibit "A"

INFORMED CONSENT WAIVER AND RELEASE

ASSUMPTION OF RISKS: I acknowledge that participation in the BCSO Basic Single Purpose K-9 Training Class [hereinafter the "Program"] involves physical activities which, by their very nature, carry certain inherent risks that cannot be eliminated regardless of the care taken to avoid injuries. These physical activities involve strenuous exertions of strength using various muscle groups and also involve quick movements using speed and change of direction, all of which could result in injury. These risks range from minor bruises and scratches to more severe injuries, including the risk of heart attacks or other catastrophic injuries. I understand and appreciate that these physical activities carry certain inherent risks and I hereby assert that my participation is voluntary and that I knowingly assume all such risks.

WAIVER AND RELEASE: In consideration of accepting my entry into this Program, I hereby, for myself, my heirs, executors, administrators, or anyone else who might claim on my behalf, covenant not to sue, and waive, release and discharge the Boone County Sheriff's Office, Boone County, Missouri, and/or its employees and agents engaged by them for any purpose relating to the Program that I have been permitted to participate in. This release and waiver extends to all claims of every kind of nature, whatsoever, foreseen or unforeseen, known or unknown.

INDEMNIFICATION AND HOLD HARMLESS: I also agree to indemnify and hold harmless the Boone County Sheriff's Department, Boone County, Missouri, and/or its employees and agents all from any and all claims, actions, suits, procedures, costs, expenses, damages, and liabilities, including attorney's fees, that result from my participation in or involvement with the Program.

Waivers and Releases for minors are accepted only with a parent/guardian signature.

Signature of Participant/Date

 2.6.23

Printed Name of Participant

Jacob Hubbard

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

February Session of the January Adjourned

Term. 20 23

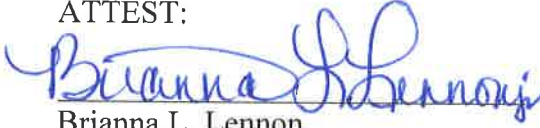
In the County Commission of said county, on the 23rd day of February 20 23

the following, among other proceedings, were had, viz:


Now on this day, the County Commission of the County of Boone does hereby approve the award of Contract C000597 from Co-operative Contract 178/2022 for Motorola Radios for the Boone County Road & Bridge Department, and Boone County Joint Communications to Wireless USA of Maryland Heights, Missouri.

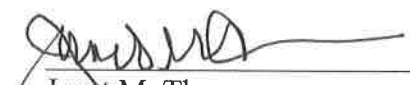
Done this 23rd day of February 2023.

ATTEST:


Brianna L. Lennon
Clerk of the County Commission


Kip Kendrick
Presiding Commissioner


Justin Aldred
District I Commissioner


Janet M. Thompson
District II Commissioner

Boone County Purchasing

Liz Palazzolo, CPPO, C.P.M.
Senior Buyer



613 E. Ash St, Room 110
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Liz Palazzolo, Senior Buyer
DATE: February 16, 2023
RE: Award of Contract C000597, Cooperative Contract 178/2022– Motorola Radios with WirelessUSA for the Boone County Road & Bridge Department, and Boone County Joint Communications Department

Purchasing requests approval for awarding contract C000597 which is co-operative contract 178/2022 for Motorola Radios awarded to Wireless USA of Maryland Heights, Missouri for the purchase of specific Motorola two-way radios used by the Boone County Road & Bridge Department and the Boone County Joint Communications Department.

The original contract period will commence February 22, 2023 and extend through January 15, 2024. There are four (4) one-year renewal options available to renew the contract on a year-to-year basis after the original contract period.

This is a Term and Supply contract. Payment will reference the following Department/Object codes:

- 2040 – Road & Bridge Road Maintenance/23860 – Vehicle Equipment Less Than \$1,000.000
- 2042 – Road & Bridge Fleet Equipment Maintenance Operations/59100 – Vehicle Repairs/Maintenance
- 2042 - Road & Bridge Fleet Equipment Maintenance Operations /60200 – Equipment Repairs/Maintenance
- 2704 – Boone County Joint Communication Radio Operations/23850 – Untagged Equipment & Tools

/lp

c: Contract File

**PURCHASE AGREEMENT
FOR
MOTOROLA RADIOS - TERM AND SUPPLY**

THIS AGREEMENT, County contract # **C000597**, awarded from co-operative contract **178/2022**, dated the 23rd day of February 2023 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **WirelessUSA, Inc.** herein Contractor."

IN CONSIDERATION of the parties' performance of the respective obligations contained herein, the parties agree as follows:

1. **Contract Documents** - This agreement shall consist of this Purchase Agreement for a term and supply contract for the **furnishing and repair of Two-Way Radios**, in compliance with all bid specifications and any addendum issued for the City of Columbia, Request for Proposal number **178/2022** as well as Boone County Standard Terms and Conditions. All such documents shall constitute the contract documents which are incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement and the City of Columbia Request for Proposal number **178/2022** shall prevail and control over the contractor's bid response.

2. **Contract Duration** - This agreement shall commence on **February 22, 2023 and extend through January 15, 2024** subject to the provisions for termination specified below. This contract may be renewed for **an additional four (4) years** as determined by the County.

3. **Pricing, Invoicing and Payment** – The contractor agrees to provide radios, radio accessories, and radio related repair in accordance with its bid response at the charges specified therein during the contract period. The County agrees to pay all invoices within thirty days of receipt. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the contractor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

Description of Product	Firm Price Per Each or Discount
Motorola XPR5550E	\$904.40
Motorola XPR3500E	\$660.80
Motorola XPR5350E	\$982.50
Motorola XPR7350E	\$982.80
Motorola XPR7550E	\$1,053.50
Motorola Non-display R7	\$1,101.10
Portable Display	\$1,178.10
Contractor's Discount Percentage off MSRP (calculated in above pricing)	30%
Percentage off List for Additional Radios & Accessories	18%
Labor Rate	\$120.00 / hour

4. **Delivery** – The contractor agrees to coordinate with the ordering office at the time of order regarding an anticipated delivery date. Delivery shall be to the ordering office: Boone County Public Works, 5551 Tom Bass Rd., Columbia, MO 65201 or Boone County Sheriff, 2121 County Drive, Columbia, MO 65202.

5. **Termination** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. County may terminate this agreement if in the opinion of the Boone County Commission hardware and/or service is chronically deficient such that it is unreasonable to continue services pursuant to this agreement, or
- c. If appropriations are not made available and budgeted for any calendar year or in the event funding by grant or otherwise is discontinued.

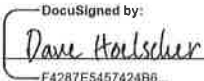
6. **Binding Effect** - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

7. **Entire Agreement** - This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal, and any other bid or bid specification or contractual agreement. This agreement may only be amended by a signed writing executed with the same formality as this agreement.

IN WITNESS WHEREOF the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

WirelessUSA, INC.

Boone County, Missouri

by  _____
F4287E5457424B6...

by: Boone County Commission

title President

 _____
57400BED96434D4...

Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:

 _____
7D71DEAEB9D74DD...

County Counselor

 _____
D267E242BFB948C...

County Clerk

AUDITOR CERTIFICATION

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of the contract do not create a measurable county obligation at this time.)

2704/23850; 2040/23860; 2042/59100; 2042/60200: Term and Supply

DocuSigned by: <i>Kyle Riemann by Sr</i> 7AE22FD2B9A047C...	2/16/2023	
Signature	Date	Appropriation Account

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

February Session of the January Adjourned

Term. 20 23

County of Boone

In the County Commission of said county, on the

23rd

day of

February

20 23

the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby adopt the Boone County Emergency Management Strategic Plan Addendum attached to this order. The Boone County Emergency Management Strategic Plan has been prepared to provide a transparent report of the goals and intentions of the Office of Emergency Management to grow and improve services to meet the mission of preventing, protecting, mitigating, responding to, and recovering from disasters which may impact Boone County. The plan is intended to act as a roadmap for the period of 2022 to 2024 when a new plan will be produced for the next three-year period.

Done this 23rd day of February 2023.

ATTEST:



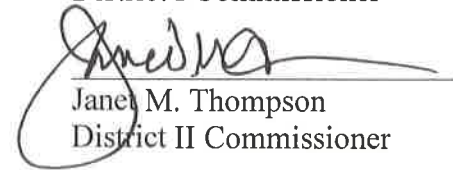
Brianna L. Lennon
Clerk of the County Commission



Kip Kendrick
Presiding Commissioner



Justin Aldred
District I Commissioner



Janet M. Thompson
District II Commissioner



BOONE COUNTY
Office of Emergency Management

2145 County Drive
Columbia, MO 65202
573-554-7908

Chris Kelley

Deputy Director

DATE: February 8, 2023

TO: Kip Kendrick, Presiding Commissioner
Justin Aldred, District I Commissioner
Janet Thompson, District II Commissioner

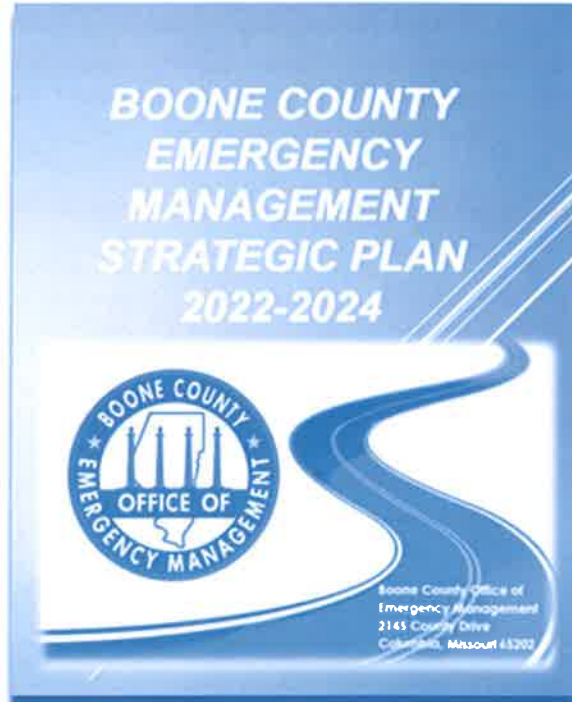
FROM: Chris Kelley, Emergency Management Deputy Director

SUBJECT: BCOEM Strategic Plan 2022-2024 Addendum

In December of 2022, BCOEM reviewed the progress of the actions outlined in the Strategic Plan 2022-2024 and created this update addendum to guide the department through the remaining objectives during the plan timeframe.

This plan will undergo a full evaluation and revision throughout 2024 and submit a 3-year plan to the Boone County Commission in December of 2024.

2022 Update Addendum
to the
BOONE COUNTY
EMERGENCY MANAGEMENT
STRATEGIC PLAN
2022-2024



Boone County Office of Emergency Management
2145 County Drive
Columbia, Missouri 65202

December 2022

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2022 UPDATE SUMMARY

The Boone County Emergency Management Strategic Plan for 2022-2024 was developed to enhance the County's ability to prevent, protect against, mitigate, respond to, and recover from acts of terrorism and natural and human-caused disasters through development of a common vision and strategy. The Strategic Plan was designed to serve as a guide to direct both short and long-term efforts of Boone County Office of Emergency Management (BCOEM) to accomplish emergency management and homeland security missions, and to assist leadership in directing programmatic efforts and prioritizing decisions, actions and use of resources.

Boone County Emergency Management strives to remain transparent, accountable and responsive to the needs of our community and leadership. In this spirit, we are sharing this report to inform leadership and citizens of our progress and ongoing strategic goals for this office.

MAINTENANCE AND REVISION

The Office of Emergency Management reviewed the Boone County Emergency Management Strategic Plan 2022-2024 in December of 2022. The updates are included in this document in **bold font** below the associated goals and objectives.

This plan will undergo a full evaluation and revision during 2024, at which time the BCOEM staff and administration will:

- Identify current goals and objectives.
- Create associated tasks to meet current goals and objectives.
- Submit to internal and external stakeholders for comment.
- Submit an updated 3-year plan to the Boone County Commission in December of 2024.

PROMULGATION STATEMENT

The Boone County Office of Emergency Management (BCOEM) developed a 3-year Boone County Emergency Management Strategic Plan to guide the actions of the BCOEM while carrying out the mission of disaster preparedness, mitigation, response and recovery.

In December of 2022, BCOEM reviewed the progress of the actions outlined in the Strategic Plan, and created this update addendum to guide the department through the remaining objectives during the plan timeframe.

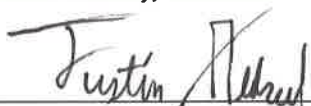
This plan addendum and its provisions are official immediately as signed and dated below by the concurring government officials.

Therefore, with the authority vested in this Commission as the executive governing body of Boone County, in agreement with the appointed Emergency Management Director, we hereby promulgate the 2022 Update Addendum to the Boone County Emergency Management Strategic Plan 2022-2024



Kip Kendrick - Presiding Commissioner

2/23/2023
Date

Boone County, Missouri


Justin Aldred - Commissioner, 1st District
Boone County, Missouri

2/23/2023
Date



Janet M. Thompson - Commissioner, 2nd District
Boone County, Missouri

2/23/2023
Date



Chad Martin - Emergency Management Director
Boone County Office of Emergency Management

2/8/2023
Date

STRATEGIC GOALS

In-depth scrutiny and analysis of BCOEM values, critical processes, gaps, strengths and weaknesses resulted in the following strategic goals which outline the forward motion and growth targeted by Boone County BCOEM. Goal and objective development was informed by the 2019 Emergency Management Accreditation Program (EMAP) standards included below, and to which BCOEM strives to meet.

EMAP STANDARD FOR MULTI-YEAR STRATEGIC PLAN:

The jurisdiction has a multi-year Strategic Plan, developed with input from stakeholders that includes the following:

- (1) vision statement for emergency management;
- (2) mission, goals, objectives, and milestones for the Emergency Management Program;
- (3) a method for Plan implementation; and
- (4) a maintenance process, which includes a method and schedule for evaluation and revision.

ADMINISTRATION

STRATEGIC GOAL - ESTABLISH AND MAINTAIN A ROBUST ADMINISTRATIVE STRUCTURE THAT SUPPORTS ROUTINE NON-DISASTER AND EMERGENCY/DISASTER OPERATIONS.

Objectives:

1. Develop and maintain a framework of policies and procedures to guide performance during routine non-disaster and emergency/disaster operations to be completed by December 2022.
Update: There have been three (3) new policies created and entered into PowerDMS during 2022. Policies will continue to be added as needs are identified by administrative authorities.
2. Procure and manage annual grant funding.
Update: This is being done and will be ongoing throughout the term of the plan.
3. Manage federal disaster recovery funding as required due to associated disasters.
Update: This is being done and will be ongoing throughout the term of the plan.
4. Obtain Emergency Management Accreditation Program (EMAP) accreditation on or before December 31, 2024.
Update: In progress, still targeted for completion in 2024.
5. Continue to execute administrative responsibilities in support of the Local Emergency Planning Committee (LEPC).
Update: This is being done and will be ongoing throughout the term of the plan.
6. Implement a BCOEM branding initiative to be fully implemented by December 2024.
Update: Boone County Ready initiative has been implemented and is thriving (further information on page 9).

PLANNING

STRATEGIC GOAL– INCREASE RESILIENCE OF BOONE COUNTY AND SUPPORT MITIGATION, PREPAREDNESS, RESPONSE AND RECOVERY BY SUPPORTING ALL-INCLUSIVE PLANNING CAPABILITIES AND PROCESSES.

Objectives

1. Develop and maintain Continuity of Operations (COOP) Plans for all Boone County departments and elected officials' offices to be completed by December 2023.

Update: Considerable progress has been made on this planning effort. A finished plan exists for BCOEM. A plan inclusive of all County departments and offices has been written, but is still awaiting input from several entities. The plan is being transitioned to the new Planning & Preparedness Specialist for further development and completion during 2023.

2. Ensure stakeholder and partner participation in ongoing plan development, and in annual review and approval processes.

Update: This is being done and will be ongoing throughout the term of the plan. Documentation exists in the form of meeting sign-in sheets, virtual meeting recordings and emails.

3. Complete a data-driven Boone County Threat Hazard Identification and Risk Assessment (THIRA) no later than December 2022 as a basis to support planning, funding requests and asset acquisition.

Update: BCOEM participated in the development of the Region F THIRA. The target date for developing a THIRA specific to Boone County has been extended to June 2023 and is assigned to the new Planning & Preparedness Specialist.

4. Incorporate GIS and technology on an ongoing basis to support planning, preparedness, mitigation, response and recovery.

Update: This is being done and will be ongoing throughout the term of the plan. Projects will evolve with the addition of an IT GIS employee assigned primarily to emergency management. Primary goals for this position include map creation and maintenance, and buildout of ESRI Emergency Management.

EQUIPMENT

STRATEGIC GOAL - INCREASE RESILIENCE OF BOONE COUNTY AND SUPPORT MITIGATION, PREPAREDNESS, RESPONSE AND RECOVERY THROUGH ACQUISITION AND SUSTAINMENT OF EQUIPMENT.

Objectives:

1. Increase Boone County preparedness and effectiveness of warning and response through a comprehensive outdoor warning siren plan and process to be completed by and maintained through December 2024.

Update: There were 10 new siren sites proposed in 2022. Six of those are going to public hearing in January of 2023 for constituent comment. Installation on the other four will begin after securing agreements from the property owners and completing public right of way agreements/permits to be read before the Commission. Ten new sites have been included in the budget for 2023; the exact sites for those will be identified in the coming year.

2. Evaluate needs and identify opportunities to purchase, or otherwise obtain, and sustain equipment on an ongoing basis.

Update: This is being done and will be ongoing throughout the term of the plan. BCOEM purchased two (2) trash pumps and a light tower in 2022 utilizing Homeland Security funding. BCOEM also acquired sandbags for flood fighting, and active shooter supplies to re-supply public safety partner agencies.

3. Maintain and oversee caches of equipment to support preparedness, mitigation, response and recovery throughout the planning period.

Update: This is being done and will be ongoing throughout the term of the plan.

4. Identify and obtain additional GIS supporting technology and applications.

Update: This is being done and will be ongoing throughout the term of the plan.

ArcGIS Survey123 data collection software and the FEMA Urban Search & Rescue (US&R) Common Operating Platform (SARCOP) are available at no charge to BCOEM and the public safety agencies in the county for search and rescue and damage assessment.

Planning is underway for acquiring a GIS specialist who will be assigned to BCOEM. Primary tasks for this new position will be map creation and maintenance, and buildout of the ArcGIS Emergency Management Operations solution.

MITIGATION

STRATEGIC GOAL – INCREASE RESILIENCE OF BOONE COUNTY BY PRIORITIZING AND PROMOTING MITIGATION PLANNING, PROJECTS AND STRATEGIES TO REDUCE THE POTENTIAL IMPACTS OF NATURAL, TECHNOLOGICAL AND HUMAN-CAUSED HAZARDS.

Objectives:

1. Identify community mitigation projects on an as needed basis, and in conjunction with annual mitigation grant funding opportunities.

Update: Information was shared and discussed with stakeholders regarding available mitigation funding, the benefits of mitigation projects, and potential mitigation projects for repetitive flood areas in the county. These efforts are documented in email communications.

2. Sustain ongoing mitigation planning as a whole community effort with planning components completed in 2023 and 2024.

Update: The 2020 Boone County Hazard Mitigation Plan had been currently undergoing a full-plan review and edit by the part-time Emergency Management Specialist. The Mitigation & Recovery Specialist and the Mid-MO Regional Planning Commission plan will work cooperatively in 2023 to review the plan and coordinate with stakeholders to prepare for the 2025 update.

INCIDENT MANAGEMENT

STRATEGIC GOAL - PROVIDE COORDINATION AND SUPPORT FOR EFFECTIVE AND EFFICIENT INCIDENT MANAGEMENT IN RESPONSE TO EMERGENCIES AND DISASTERS IN BOONE COUNTY.

Objectives:

1. Ensure effective and efficient management of the Emergency Operations Center (EOC) to support incident response by identifying roles, responsibilities and supporting tools, and incorporating training and exercise throughout the planning period.

Update: The goal for EOC management continues to be the proficiency of all BCOEM personnel in any and all roles and functions during an EOC activation. Tools, training, and exercises continue to be developed. There is a Boone County EOC SOGs manual that has been in development since the inception of the current BCOEM. It contains checklists and instructions for working in and using the EOC and ECC, but needs additions and updates. Updating and editing this resource is a priority for 2023.

Most of the staff is proficient on use of the technology in the EOC, and activated the room for a winter weather event during 2022. There has not been any EOC training or exercise during 2022, but EOC specific exercises for BCOEM staff are being planned for 2023.

2. Ensure the capability to effectively staff and manage an auxiliary call center in support of incident management is in place no later than December 2023.

Update: There have not yet been any Memoranda of Understanding (MOUs) developed with agencies or organizations that may be able to provide staffing to an auxiliary call center. Job aids exist including comprehensive instructions on use of the phone system and message log forms.

3. Within the timeframe of the planning period, develop a comprehensive resource management strategy identifying how the County will store, maintain, dispatch, mobilize, transport, track, recover, and demobilize human resources, equipment, supplies, and fixed assets throughout all incident management phases.

Update: A strategy for loaning out BCOEM equipment is being developed; a draft policy is written and awaiting approval by the County attorney. Job aids and procedures are still under development and will be included in the EOC SOGs.

Necessary MOUs/Memoranda of Agreement (MOAs) with potential public, private and nongovernmental organization (NGO) resource providers need to be identified and procured is part of the ongoing resource management strategy.

4. Ensure a robust information management capability to inform decision-making at all levels is in place by December 2023 and is incorporated into training and exercises annually.

Update: Current tactics for information sharing include conference calls, group emails, Teams and Zoom meetings, social media, and press releases. Tools and job aids for those communications routes have also been developed and are in use. Assessment of, and alterations to, the tactics used for information management are ongoing to further promote consistency among staff, clarity for stakeholders, and increase efficacy of information sharing.

PREPAREDNESS

STRATEGIC GOAL – PROMOTE COMMUNITY READINESS AND RESILIENCE BY FOSTERING A WHOLE COMMUNITY APPROACH TO PREVENTION AND PREPAREDNESS FOR DISASTERS AND EMERGENCIES.

Objectives

1. Identify opportunities and methods for increasing community awareness and participation in preparedness activities throughout the planning period.

Update: The Boone County Ready initiative was launched in 2022 and has been very active through numerous avenues to increase community awareness and preparedness:

- Presented the second annual preparedness festival, rebranded as the Boone County Ready Festival, in September 2022.
- Promotions via digital ads, bus ads, and radio ads; budgeted for future advertising
- During 2022, BCOEM attended 17 events, conducted 11 community presentations, 3 youth preparedness presentations, 2 workshops, composed 9 educational videos and engaged media 5 times throughout the year.
- Identified and engaged targeted audiences for Smart911 and Rave Facility outreach, including senior and special needs communities.
- Budgeted for and acquires a cache of outreach supplies.
- Partnering with BCJC, created a high school career exploration program for eligible Boone County high school students.
- Engagement on social media platforms which included monthly giveaways.
- Boone County Ready website developed at ready.boonemo.org, preparedness fair rebranded, robust outreach and education program to targeted and general audiences, regular social media posting, engagement strategies continuing to be identified and pursued.

2. Assess needs and increase service to underserved and vulnerable populations on an ongoing basis.

Update: BCOEM personnel identified and engaged targeted audiences for Smart911 and Rave Facility. These audiences included seniors and special needs populations including Services for Independent Living (SIL), the Parkinson's Support Group and the Terrace Retirement Community. BCOEM also continues to build on relationships with the Food Bank and Boys and Girls Club.

Discussion has begun regarding development of a Boone County Community Organizations Active in Disasters (COAD) which would be utilized to address the needs of vulnerable populations during disasters.

3. Continue to increase capacity and capability of Boone County CERT through ongoing monthly and annual training, exercise, qualification and credentialing.

Update: Boone County CERT continues to grow and thrive. Several participants from the 2022 CERT Basic Training chose to join the team, bringing the roster up to 25 members. A draft CERT program management and policy manual has been developed and is awaiting finalization. The program management role was transferred to the Training & Exercise Specialist upon the resignation of the Planning & Preparedness Specialist.

4. Promote regional readiness and resilience as needed and on an ongoing basis.

Update: BCOEM participated in the Region F Threat and Hazard Identification and Risk Assessment (THIRA) process which gauges capabilities within the region to respond to disaster, and also makes the jurisdictions in the region eligible for Homeland Security grant funding.

BCOEM personnel also participated in a regional mass fatality exercise, the intent of which was to help build collaboration amongst the neighboring counties within Region F regarding supporting a mass fatality incident.

BCOEM personnel regularly attend quarterly Region F SEMA coordinator and Regional Homeland Security Oversight Committee (RHSOC) meetings to maintain situational awareness of, and plan for, the preparedness and capabilities of the region as a whole.

PREVENTION

STRATEGIC GOAL - PROMOTE COMMUNITY READINESS AND RESILIENCE BY FOSTERING A WHOLE COMMUNITY APPROACH TO PREVENTION.

Objectives:

1. Identify opportunities and methods for increasing community awareness and participation on an ongoing basis.

Update: Outreach efforts include information sharing regarding prevention, i.e. See *Something, Say Something* products.

2. Encourage and coordinate situation information and intelligence sharing among partner stakeholders as needed throughout the planning period.

Update: Most BCOEM personnel have taken Terrorism Liaison Officer (TLO) training and receive intelligence information from various sources including the Kansas City Terrorism Early Warning group (KCTEW), the Missouri Information Analysis Center (MIAC) and Infragard. Partner agency TLOs have been identified, and pertinent intelligence information is shared with the appropriate partners and stakeholders.

3. Identify and participate in regional prevention strategies and initiatives as opportunities arise during the planning period.

Update: Boone County Ready activities included social media promotions for targeted monthly prevention campaigns including:

January – Human Trafficking Prevention Month
February – American Heart Month
March – severe weather awareness
April – 911 education
May – heat and wildfire awareness
June – pet preparedness and National Safety Month
July – Boone County Ready alerts promotion
October – home fire escape plans and check smoke detectors
November – holiday safety and home fire prevention
December - winter weather preparedness

4. Increase prevention activities regarding critical infrastructure and key resources (CIKR) throughout the 2022-2024 planning period.

Update: BCOEM has begun compiling information regarding CIKR located in Boone County. Prevention and preparedness information is available via the public outreach initiatives, and intelligence information is shared with some components of select sectors. A comprehensive prevention campaign specifically targeted for CIKR has not yet been initiated.

COMMUNITY OUTREACH

STRATEGIC GOAL - UTILIZE OUTREACH AND EDUCATION TO INCREASE PUBLIC AWARENESS OF NATURAL, TECHNOLOGICAL AND HUMAN-CAUSED HAZARDS AND MITIGATION STRATEGIES, AND TO ENGAGE THE WHOLE COMMUNITY TO MORE EFFECTIVELY RESPOND TO AND RECOVER FROM DISASTERS.

Objectives

1. Create and implement preparedness outreach campaigns annually for Severe Weather Week, Earthquake Awareness Month, The Great ShakeOut, Fire Prevention Week, etc.

Update: This is being done and will be ongoing throughout the term of the plan.

2. Continue to provide public education and outreach for Smart911 and Rave Alert as opportunities arise throughout the planning period.

Update: This is being done and will be ongoing throughout the term of the plan. The objective for increasing Smart911 and Rave Alert subscriptions has been revised to combine the two applications as “Rave users” and modify the target increase to 1%.

3. Foster a comprehensive preparedness partnership with schools and existing school outreach programs to be implemented annually.

Update: BCOEM presented three youth preparedness presentations in Boone County schools, and is planning on offering the Student Tools for Emergency Planning (STEP) training to 4th and 5th graders throughout the county during 2023.

BCOEM also partnered with BCJC to create a high school career exploration program in emergency management and public safety communications for eligible Boone County high school students.

4. Sustain an ongoing strategy to maintain a comprehensive social media presence with maximum engagement for information sharing.

Update: This is being done and will be ongoing throughout the term of the plan. Social media boost was obtained via a route other than utilizing BCOEM budget funds, so is removed as an objective.

5. Optimize relationships with media outlets to reach broadest audience by engaging at least once a quarter.

Update: BCOEM is reevaluating whether once a quarter engagement is optimal, or if on “as needed” basis is more realistic. Development of a well-defined Joint Information System (JIS) has replaced this objective.

TRAINING AND EXERCISE

STRATEGIC GOAL - ENSURE BOONE COUNTY'S PREPAREDNESS AND RESILIENCE THROUGH A COMPREHENSIVE WHOLE COMMUNITY TRAINING AND EXERCISE PROGRAM BASED ON CURRENT STANDARDS AND BEST PRACTICES, AND INCLUSIVE OF ALL PARTNER STAKEHOLDERS.

Objectives

1. Complete annual assessments of whole community training and exercise needs.

Update: An annual Integrated Preparedness Planning Workshops (IPPW) is held with community stakeholders to gain input from and analyze needs for community training and exercises. BCOEM also participates annually in regional and statewide IPPWs to integrate Boone County priorities with those of the region and state.

2. Provide annual and as needed training to partners, stakeholders and the community.

Update: CERT training is ongoing, to include a yearly basic CERT class and monthly team trainings. The CERT Basic Training presented by BCOEM in 2022 was completed by 11 members of the community.

CPR training is conducted by BCOEM as requested for new BCJC personnel and refresher training.

3. Ensure opportunities for BCOEM staff for annual and ongoing training to support position responsibilities and remain current on emergency management performance standards.

Update: BCOEM employees have access to free-of-charge online and in-seat training through SEMA and FEMA's national training consortium. Employees are required to take the classes needed to attain FEMA's Professional Development and Advanced Professional Development certificates. Employees funded in part or whole by the Emergency Management Preparedness Grant (EMPG) also complete defined training as required by that grant program.

Employees are further encouraged to, and frequently do, pursue additional training opportunities that support BCOEM roles, responsibilities and objectives.

Internal trainings for BCOEM personnel on EOC roles are being planned for 2023.

4. Coordinate exercises to support ongoing learning, improvement and readiness annually and as appropriate opportunities are identified.

Update: In 2022 BCOEM facilitated and/or participated in the following exercises:

- Tabletop exercise (TTX) to meet the LEPC statutory requirements to be eligible for Chemical Emergency Preparedness Fund (CEPF) and Hazardous Materials Emergency Preparedness (HMEP) funding.
- Columbia Regional Airport (COU) required triennial full-scale exercise.
- Boone County Amateur Radio Emergency Services (BCARES) Simulated Emergency Test (SET) Drill – functional exercise.
- Region F virtual mass fatality exercise.
- Function sheltering simulation in conjunction with the Red Cross.
- City of Columbia PIO drill – functional exercise.

- Elections Cybersecurity TTX with the County Clerk's office.
- Active shooter TTX with BCSO and BCFPD

RECOVERY

STRATEGIC GOAL – INCREASE BOONE COUNTY'S CAPACITY FOR RECOVERY AND RELIEF EFFORTS FOLLOWING A DISASTER OR EMERGENCY.

Objectives

1. Ensure capacity to manage influx of requested and spontaneous volunteers into Boone County in response to a disaster by identifying partners, facilities and strategies by December of 2023.

Update: BCOEM is in the planning stages of facilitating the development of a county COAD. The organization of a COAD in Boone County will identify partners capable of, and willing to take on, volunteer management.

2. Ensure capacity to manage requested and spontaneous monetary and commodity donations during, and in response to, disasters in Boone County by identifying partners, facilities and strategies by December of 2023.

Update: A COAD in Boone County will also identify partners for donations management.

3. Increase disaster sheltering capacity in Boone County to 20% of the population by December 2023 through relationship building and additional MOUs.

Update: Work was done in 2022 in conjunction with the regional Red Cross representative to identify, inspect, and create agreements with organizations/facilities that have the capacity to support a mass care shelter. Boone County's current impact/evacuation sheltering capacity is approximately 5.4% of the county's total population with a reported capacity for 10,043 people; post-impact sheltering capacity is approximately .38% of the population with a capacity for 707 people. Collaboration is ongoing between BCOEM and the Red Cross to identify and partner with more facilities and organizations able to provide sheltering.

4. Prepare and finalize a pre-disaster Boone County Recovery Plan by the end of 2022.

Update: A draft pre-disaster recovery plan has been written, and is undergoing edits. Stakeholder meetings will be held in 2023 to gather plan specific details and actions.

5. Develop a BCOEM damage assessment capability no later than December 2023, with ongoing annual refresher training.

Update: An ArcGIS product (Survey123) has been identified and is available to BCOEM for damage assessment data collection. Damage assessment procedures have yet to be formalized, but remain a priority for 2023 and 2024.

MEASURING IMPROVEMENT

As BCOEM addresses each of the goals in this strategic plan, methods for measuring improvement and meeting objectives include ongoing tracking and documentation of the progress of target action steps. The target action steps are included in the appendix below with start and projected completion dates that have been revised through the December 2022 review. Revised dates are in **bold**.

Ownership of each objective has been updated and changed to represent job position instead of specific employees' names, to account for any changes in staffing throughout the planning period. The abbreviations below will be substituted for names:

DIR = Director

DD = Deputy Director

AC = Administrative Coordinator

PP = Planning and Preparedness Specialist

TE = Training and Exercise Specialist

MR = Mitigation and Recovery Specialist

AA = Administrative Assistant

Appendix: Target Action Steps

DIR = Dir, DD = Dep Dir, AC = Admin Coord., PP = Planning & Prep Spec., TE = Training & Ex Spec., MR = Mitigation & Recovery Spec., AA = Admin Asst.

ADMINISTRATION			
Strategic Goal - Establish and maintain a robust administrative structure that supports routine non-disaster and emergency/disaster operations.			
<i>Objective 1 - Develop and maintain a framework of policies and procedures to guide performance during routine non-disaster and emergency/disaster operations.</i>	Start Date	Completion Date	Owner(s)
1.1 Draft, get approval for and implement policies and procedures utilizing PowerDMS for policy development, maintenance and record management. Include policies for building and equipment use, program management, personnel, resource management and incident response/incident management. Policies still under development as of 12/22	2021	12/23	DD
<i>Objective 2 - Procure and manage grant funding.</i>	Start Date	Completion Date	Owner(s)
2.1 Complete application to, and meet requirements for, the Emergency Management Performance Grant (EMPG) each fiscal year to support personnel costs.	by annual deadline		DD, AC
2.2 Apply annually for and - upon award - manage Homeland Security Grant Program (HSGP) funding for identified projects and resources.	by annual deadline		DD, AC
<i>Objective 3 - Manage federal disaster recovery funding.</i>	Start Date	Completion Date	Owner(s)
3.1 Act as County applicant for recovery funds associated with disasters.	As needed		MR, DIR, DD
3.2 Manage awarded recovery funds throughout the lifecycle of the project.			MR, DIR, DD, AC
<i>Objective 4 - Obtain Emergency Management Accreditation Program (EMAP) accreditation on or before December 31, 2024.</i>	Start Date	Completion Date	Owner(s)
4.1 Maintain currency of EMAP subscription.	2021	annually	AC
4.2 Obtain program manager certification for BCOEM deputy director.	2023	2023	DD
4.3 Compile documentation to evaluate for and demonstrate compliance for each of 64 EMAP standards.	2021	2024	BCOEM
4.4 Record progress and compliance in online program assessment tool. Quarterly reporting expectation was determined to be too restrictive.	As info is received		DD, PP
<i>Objective 5 - Continue to execute administrative responsibilities in support of the LEPC.</i>	Start Date	Completion Date	Owner(s)
5.1 Ongoing budget and expense management in conjunction with the LEPC and the Boone CO Treasurer.	1/22	12/24	MR, AC
5.2 Ongoing administrative support for LEPC activities as outlined in the service level agreement.	1/22	12/24	MR
<i>Objective 6 - Implement a BCOEM branding initiative.</i>	Start Date	Completion Date	Owner(s)
6.1 Increase community-wide distribution of BCOEM information.	6/21	12/24	MR

PLANNING

Strategic Goal - Increase resilience of Boone County and support mitigation, preparedness, response and recovery by supporting all-inclusive planning capabilities and processes.

<i>Objective 1 - Complete and maintain Continuity of Operations (COOP) Plans for all Boone County departments and elected officials' offices.</i>	Start Date	Completion Date	Owner(s)
1.1 Develop and maintain a BCOEM Continuity of Operations (COOP) Plan.	in progress	1/22	PP
1.2 Develop template for basic plan and department/office specific annexes.	1/22	4/22	PP
1.3 Develop and implement a document review and revision process and schedule.	1/22	4/22	PP
1.4 Develop and schedule a series of workshops to work with departments and offices to support plan development. Change in planning specialist personnel. Project to be reinitiated in early 2023.	1/22	12/23	PP
<i>Objective 2- Ensure stakeholder and partner participation in plan development, review and approval processes.</i>	Start Date	Completion Date	Owner(s)
2.1 Create a plan review schedule and signatory process to be implemented annually.	1/22	Annually	PP
<i>Objective 3 - Complete data-driven Boone County Threat Hazard Identification and Risk Assessments (THIRA) to support planning, funding requests and asset acquisition.</i>	Start Date	Completion Date	Owner(s)
3.1 Participate in Region F THIRA development.	Annually as required		PP
3.2 Develop Boone County specific THIRA. Completion date moved as project not complete as of 12/22.	1/22	6/23	PP
<i>Objective 4 - Incorporate GIS and technology to support planning, preparedness, mitigation, response and recovery.</i>	Start Date	Completion Date	Owner(s)
4.1 Engage County GIS to develop usable GIS tools to support data collection and facilitate information sharing.	Current	Ongoing	DD, PP, MR, TE
4.2 Increase BCOEM knowledge and skills in usable GIS platforms; incorporate consistent and ongoing quarterly training with County GIS.	Current	Ongoing quarterly	PP, MR, TE
4.3 Include map product updates in annual plan reviews.	Current	Annually	PP, MR

EQUIPMENT

Strategic Goal - *Increase resilience of Boone County and support mitigation, preparedness, response and recovery through acquisition and sustainment of equipment.*

<i>Objective 1 - Increase Boone Co preparedness and effectiveness of warning and response through a comprehensive outdoor warning siren plan/process.</i>	Start Date	Completion Date	Owner(s)
1.1 Identify additional locations for siren placement.	1/22	12/22-12/24	AC, DD, DIR
1.2 Purchase and place 5 new sirens each year for a total of 15 over a 3-year period contingent on commission approval.	1/22	Process ongoing	AC, DD, DIR
1.3 Plan, budget for, and complete siren maintenance and part replacement as required.	1/22	As needed	AC, DD, DIR
<i>Objective 2 - Evaluate needs and identify opportunities to purchase/obtain and sustain equipment.</i>	Start Date	Completion Date	Owner(s)
2.1 Identify and utilize funding sources to obtain and sustain equipment including RHSOC, EMPG and newly sourced grant opportunities.	1/22	Ongoing/Annual	AC, DD
<i>Objective 3 - Maintain and oversee caches of equipment to support preparedness, mitigation, response and recovery.</i>	Start Date	Completion Date	Owner(s)
3.1 Maintain and oversee disposition of a cache of active shooter supplies to be used to replenish used and expired items from kits assigned to first responders.	1/22	Ongoing/ As needed	AC, AA
3.2 Obtain and maintain a cache of flood mitigation equipment and supplies.	1/22	Completed 12/22	AC, AA, MR
3.3 Continue to implement policies and procedures to support inventory management, including a maintenance and replacement schedule.	1/22	12/24	DD
3.4 Ensure capability of BCOEM personnel to support equipment use and deployment through an ongoing training strategy.	1/22	12/24	DD, DIR
<i>Objective 4 - Identify and obtain additional GIS supporting technology and applications.</i>	Start Date	Completion Date	Owner(s)
4.1 Work with IT and GIS to meet hardware and software needs to address emerging and best practice emergency management technological support.	1/22	12/24	BCOEM

MITIGATION

Strategic Goal - Increase resilience of Boone County by prioritizing and promoting mitigation planning, projects and strategies to reduce the potential impacts of natural, technological and human-caused hazards.

<i>Objective 1 - Identify community mitigation projects.</i>	Start Date	Completion Date	Owner(s)
1.1 Identify repetitive loss properties and areas for potential mitigation projects	1/23	12/23	MR
1.2 Identify mitigation funding sources.	1/23	Annual	MR
1.3 Identify studies that need to be done to support mitigation project requests.	1/22	12/24	MR
1.4 Foster buy-in for mitigation projects from jurisdictional and community partners.	1/22	12/24	DIR, DD, MR
<i>Objectives 2 - Sustain ongoing mitigation planning as a whole community effort.</i>	Start Date	Completion Date	Owner(s)
2.1 Transition maintenance of the Boone County Hazard Mitigation Plan back to BCOEM. It was decided that the Hazard Mitigation Plan would remain the responsibility of the Regional Planning Commission.	8/21	12/23	MR
2.2 Continue ongoing review and updates to the HMP in preparation for 5-year review.	1/23	12/24	MR
2.3 Incorporate hazardous materials flow study information for I70, Highway 63, railroads and navigable waterways into ESF-10 by the end of 2023 and every 2 years ongoing.	1/23	12/23	MR, PP

INCIDENT MANAGEMENT

Strategic Goal - Provide coordination and support for effective and efficient incident management in response to emergencies and disasters in Boone County.

<i>Objective 1 - Ensure effective and efficient management of the EOC to support incident response.</i>	Start Date	Completion Date	Owner(s)
1.1 Identify and define responsibilities and processes for BCOEM and ESF liaison personnel. Changed to 12/23 as not completed by end of 2022	1/22	12/23	PP, DD, DIR
1.2 Train and cross train BCOEM personnel to function in multiple EOC roles.	1/22	12/24	TE, DD
1.3 Offer training opportunities for ESF liaisons in expected EOC functions.	1/22	12/24	TE
1.4 Create job aids to support processes for BCOEM and ESF liaison personnel. Changed to 12/23 as not completed by end of 2022	1/22	12/23	PP
1.5 Ensure all specialists, director and deputy director are proficient in IAP/EAP development. Changed to 12/23 as not completed by end of 2022	1/22	12/23	PP, TE
1.6 Initiate and sustain quarterly training program for EOC processes and technology use.	1/22	12/24	TE, PP
1.7 Ensure the appropriate tools are available to support EOC functions.	1/22	12/24	ECC
1.8 Exercise EOC activation annually.	1/22	12/24	TE, DD, PP, MR
<i>Objective 2 - Ensure ability to effectively staff and manage an auxiliary call center in support of incident management.</i>	Start Date	Completion Date	Owner(s)
2.1 Identify call center staffing sources.	1/22	12/23	PP, DD
2.1. a. Create MOUs with agencies/organizations which can be a source of staffing.	1/22	12/23	PP, DD, BC Legal
2.2 Create job aides to support call center activities.	1/22	12/23	PP
<i>Objective 3 - Develop a comprehensive resource management strategy identifying how the County will store, maintain, dispatch, mobilize, transport, track, recover, and demobilize human resources, equipment, supplies, and fixed assets throughout all incident management phases.</i>	Start Date	Completion Date	Owner(s)
3.1 Identify and type commonly utilized disaster resources.	1/22	12/24	PP, AC
3.2 Perform ongoing gap analysis of potential needs versus available resources.	1/22	12/24	BCOEM
3.3 Identify protocols for acquisition of additional resources needed during a major disaster from other government entities, NGOs and the private sector.	1/22	12/24	PP, DD, DIR
3.3. a. Ensure MOUs and MOAs exist for needed resource acquisition.	1/22	12/24	DD, DIR, BC Legal
<i>Objective 4 - Ensure a robust information management capability to inform decision making.</i>	Start Date	Completion Date	Owner(s)
4.1 Define processes and procedures for the collection, analysis and dissemination of information in support of incident management.	1/22	12/23	PP, BCOEM
4.2 Incorporate information management processes and procedures into training and exercises.	1/22	12/24	PP, TE

PREPAREDNESS

Strategic Goal – Promote community readiness and resilience by fostering a whole community approach to preparedness for disasters and emergencies.

Objectives- Identify opportunities and methods for increasing community awareness about, and participation in, preparedness activities.	Start Date	Completion Date	Owner(s)
1.1 Conduct an Integrated Preparedness Planning Workshop and develop associated plan annually.	4th Qtr. 2021	Annually	TE, PP
1.2 Include public and private partners in planning, outreach, training and exercise.	1/22	In progress/ongoing	PP, MR
1.3 Foster and promote participation in the LEPC.	2021	In progress/ongoing	MR, PP
1.4 Continue fostering faith-based preparedness and identifying resources available from the faith-based community.	1/22	In progress/ongoing	PP
1.5 Organize a Community Organization Active in Disaster (COAD) or Volunteer Organization Active in Disaster (VOAD).	1/22	1/23	DD, PP, MR
1.6 Promote business emergency and continuity of operations planning.	1/22	12/24	MR, PP
Objective 2 - Assess needs and increase service to underserved and vulnerable populations.	Start Date	Completion Date	Owner(s)
2.1 Identify opportunities to provide language alternative informational materials.	1/22	Ongoing	BCOEM
2.2 Establish and continue relationships with agencies providing social services to underserved and vulnerable populations.	1/22	Ongoing	PP, MR
2.3 Identify and establish MOUs with accessible transportation providers to be used during disasters.	1/22	12/23	PP, DD, DIR
Objective 3 - Continue to increase capacity and capability of Boone County CERT.	Start Date	Completion Date	Owner(s)
3.1 Finalize CERT credentialing/qualification policy. Completion date moved out due to change in program manager, review of draft, and now awaiting administrative approval.	2019	12/23	PP, DIR
3.2 Identify training and response opportunities for CERT members to enhance capabilities and promote member retention.	1/22	12/24	PP, TE
3.3 Develop strategies for recruitment and retention of CERT volunteers.	1/22	12/24	PP, TE
3.4 Perform annual audit of equipment to inform yearly budget development.	1/22	Annually	PP
Objective 4 - Promote regional readiness and resilience.	Start Date	Completion Date	Owner(s)
4.1 Support ongoing development/ increase capabilities of the Reg. F Multi-Agency Coordination Center (F-MACC).	as needed		BCOEM
4.2 Maintain Boone County information contained in regional plans including, but not limited to, regional interoperability and mass fatality plans.	as needed		BCOEM

PREVENTION

Strategic Goal - Promote community readiness and resilience by fostering a whole community approach to prevention of, and response to, threatened or actual acts of terrorism.

<i>Objective 1 – Identify opportunities and methods for increasing community awareness and participation.</i>	Start Date	Completion Date	Owner(s)
1.1 Utilize media and social media to promote the "See Something, Say Something" initiative.	1/22	12/24	MR
1.2 Continue fostering faith-based safety and security planning.	1/22	Ongoing	PP
1.3 Promote business safety, security and continuity of operations planning.	1/22	12/24	PP, MR, TE
1.4 Promote cyber security.	1/22	Ongoing	BCOEM
<i>Objective 2 - Encourage and coordinate situation information and intelligence sharing among partner stakeholders.</i>	Start Date	Completion Date	Owner(s)
1.1 Promote opportunities for Terrorism Liaison Officer training with stakeholder partners.	1/22	12/24	BCOEM
1.2 Create and maintain an intelligence sharing network and process among stakeholder partners, to include cyber security intelligence	1/22	Ongoing	BCOEM
<i>Objective 3 - Identify and participate in regional prevention strategies and initiatives.</i>	Start Date	Completion Date	Owner(s)
3.1 Identify regional resources to strengthen prevention measures.	1/22	12/24	BCOEM
<i>Objective 4 - Increase prevention activities regarding CIKR</i>	Start Date	Completion Date	Owner(s)
4.1 Identify CIKR in Boone County.	1/22	12/24	BCOEM
4.2 Identify opportunities to plan in conjunction with, and encourage security planning, with CIKR authorities.	1/22	12/24	BCOEM

COMMUNITY OUTREACH

Strategic Goal - Utilize outreach and education to increase public awareness of natural, technological and human-caused hazards and mitigation strategies, and to engage the whole community to more effectively respond to and recover from disasters.

<i>Objective 1 - Create and implement preparedness outreach campaigns for Severe Weather Week, Earthquake Awareness Month, The Great ShakeOut, Fire Prevention Week, etc.</i>	Start Date	Completion Date	Owner(s)
1.1 Budget annually for, and maintain, a ready supply of outreach promotional items.	Annually - May	Annually - June	MR
1.2 Promote the purchase and use of NOAA radios.	1/22	In progress/ongoing	MR
1.3 Promote Ready-in-3 and other preparedness materials.	1/22	In progress/ongoing	MR
1.4 Attend at least 6 community outreach events per year (post COVID).	Annually - April	Annually - October	BCOEM
1.5 Hold a Preparedness Fair Boone County Ready Fest every September to recognize Preparedness Month. Select a recipient and present a Tom Hurley Public Safety Service Award.	9/21	Annually	BCOEM
<i>Objective 2 - Continue to provide public education and outreach for Smart911 and Rave Alert</i>	Start Date	Completion Date	Owner(s)
2.1 Increase Smart911 subscriptions to 7 percent of the County's total population over the next 3 years. Increase Rave user subscriptions to 1% of the County's total population over the next 3 years.	1/22	12/24	MR
2.2 Increase Rave Alert subscription to 3 percent of the County's total population over the next 3 years.—This task was combined with 2.1.	1/22	12/24	MR
2.3 Identify and engage targeted audiences for Smart911 and Rave Facility outreach.	1/22	12/24	MR
<i>Objective 3 - Foster a comprehensive preparedness partnership with schools and existing school outreach programs.</i>	Start Date	Completion Date	Owner(s)
3.1 Provide <i>Student Tools for Emergency Planning (STEP)</i> training to 4 th and 5th graders in the County.	2nd Qtr. 2023	Annually	MR, TE
<i>Objective 4 - Sustain an ongoing strategy to maintain a comprehensive social media presence with maximum engagement for information sharing.</i>	Start Date	Completion Date	Owner(s)
4.1 Request social media boost cost in annual budget request.	Annually-May 2023	Annually-June 2024	MR
4.2 Identify additional social media applications to increase engagement options.	1/22	In progress/ongoing	MR
4.3 Increase engagement with BCOEM's social media accounts by 20% over the next 3 years.	1/22	12/24	MR
4.4 Utilize giveaways to increase engagement.	Monthly - 1/22	In progress/ongoing	MR
4.5 Increase video instructional and informational postings, and utilization of Facebook Live.	1/23	In progress/ongoing	MR
4.6 Post to social media platforms 5 times per week.	1/22	In progress/ongoing	MR
4.7 Utilize media and social media to promote Smart 911, Rave Facility, Ready-in-3 and RAVE opt-in.	1/22	In progress/ongoing	MR
<i>Objective 5 - Optimize relationship with media outlets to reach broadest audience.</i>	Start Date	Completion Date	Owner(s)
5.1 Engage with media in a joint project at least once a quarter. Facilitate development and maintenance of a well-defined Joint Information System (JIS)	1/22	12/24	BCOEM

TRAINING AND EXERCISE

Strategic Goal - Ensure Boone County's preparedness and resilience through a comprehensive whole community training and exercise program based on current standards and best practices, and inclusive of all partner stakeholders.

<i>Objective 1 - Assess whole community training and exercise needs for disaster preparedness.</i>	Start Date	Completion Date	Owner(s)
1.1 Assess community/stakeholder training & exercise priorities through facilitation of annual local Integrated Preparedness Planning Workshops (IPPW).	7/22	Annual	TE, PP
1.2 Participate in annual regional workshops and state IPPWs and planning sessions to advocate for training and exercise needs annually .	3rd Qtr. 2022	Annual	TE, PP
1.3 Review incident and exercise after-action reports/improvement plans and develop quarterly reports to track program progress.	1/23	Quarterly	TE, PP
<i>Objective 2 - Provide training to partners, stakeholders and the community.</i>	Start Date	Completion Date	Owner(s)
2.1 Provide Community Emergency Response Team (CERT) Basic Training annually to educate citizens on disaster preparedness and response.	3/22	Annual	TE, PP
2.2 Provide severe weather awareness and safety training to county and municipal departments, local businesses, community organizations and citizens annually.	2/22	Annual	TE, PP
2.3 Provide FEMA <i>Organization Preparing for Emergency Needs (OPEN)</i> training to one two community-based organizations per year . quarter annually .	2nd Qtr. 2023	Reevaluated the need to twice annually	TE, MR
2.4 Provide opportunities for Student Tools for Emergency Planning (STEP) training to all 4th and 5th graders in the County annually. It was determined that 4th and 5th grades were a more appropriate target group.	2nd Qtr. 2023	Annual	TE, MR
<i>Objective 3 - Ensure BCOEM staff complies with required training to support position responsibilities and remain current on emergency management performance standards.</i>	Start Date	Completion Date	Owner(s)
3.1 Ensure personnel meet Emergency Management Performance Grant (EMPG) exercise and training requirements.	1/22	Annual	TE, AC
3.2 Ensure personnel meet requirements for attaining FEMA Professional Development and Advanced Professional Development Series (PDS, APS) recognition.	1/23	12/24	TE
3.3 Collectively identify and participate in opportunities for employee professional development.	1/22	12/24	BCOEM
<i>Objective 4 - Coordinate exercises to support learning and readiness.</i>	Start Date	Completion Date	Owner(s)
4.1 Conduct an EOC functional exercise for stakeholders annually to maintain emergency readiness.	10/23	Annual	TE, DIR, DD
4.2 Conduct an annual exercise to support hazardous materials response capabilities in collaboration with LEPC.	2nd Qtr. 2022	Annual	TE, MR
4.3 Conduct a recovery exercise for stakeholders annually to maintain emergency readiness.	1/23	Annual	TE, MR

RECOVERY

Recovery Strategic Goal #1 - Increase Boone County's capacity for recovery and relief efforts following a disaster or emergency.

<i>Objective 1 - Ensure capacity to manage influx of requested and spontaneous volunteers into Boone County in response to a disaster.</i>	Start Date	Completion Date	Owner(s)
1.1 Identify partners, facilities and strategies to develop a comprehensive volunteer management system.	1/22	12/23	BCOEM
<i>Objective 2 - Ensure capacity to manage requested and spontaneous monetary and commodity donations during, and in response to, disasters in Boone County.</i>	Start Date	Completion Date	Owner(s)
2.1 Identify partners, facilities and strategies to develop a comprehensive donations management system.	1/22	12/23	BCOEM
<i>Objective 3 - Increase disaster sheltering capacity in Boone County.</i>	Start Date	Completion Date	Owner(s)
3.1 Ensure enough shelter agreements in place to shelter 20% of the population of Boone County.	1/22	12/23	PP, MR
3.2 Identify disaster pet sheltering partners and strategies.	1/22	12/23	PP, MR
<i>Objective 4 - Prepare and finalize a pre-disaster Boone County Recovery Plan.</i>	Start Date	Completion Date	Owner(s)
4.1 Form a collaborative planning team. Completion date moved further out based on current plan status.	10/21	6/23	PP, MR
4.2 Develop and implement a stakeholder and partner engagement strategy.	10/21	ongoing	PP, MR
4.3 Determine the community's risks, impacts, and consequences.	12/21	6/22	PP, MR
4.4 Assess community's capacity and identify capability targets.	12/21	6/22	PP, MR
4.5 Determine leadership positions and define operations necessary for post-disaster recovery planning and management efforts.	2/22	12/23	PP, MR
4.6 Establish processes for post-disaster decision making and policy setting, to include processes for development and use of a long-term recovery group.	2/22	12/23	PP, MR
4.7 Write the local pre-disaster recovery plan. A draft plan has been developed as of 12/22	6/22	10 12/22	PP, MR
4.8 Prepare, review, and approve the plan. Completion date moved further out based on current plan status.	8/22	12/23	PP, MR
<i>Objective 5 - Develop BCOEM damage assessment capability.</i>	Start Date	Completion Date	Owner(s)
5.1 Complete training for BCOEM employees on damage assessment.	1/22	12/23	BCOEM
5.2 Train on technology for damage information collection. Maintain ongoing refresher training.	1/22	12/24	BCOEM w/IT, GIS
5.3 Create and utilize a written damage assessment plan including worksheets and forms.	1/22	12/23	PP, MR

