

NCK Homeland Security Region Council

Meeting Minutes for 5/26/09

Representatives in attendance:

Sue Cooper- Hospital, Reg. Council Chairperson
 Pam Kemp- EMS, Clay County
 Scott Davies-Mitchell County
 Dr. Bill Bryant-Agriculture
 Doug McKinney- Regional Planning
 Jon Siemers- Fire Service
 Bryan Armstrong- Emergency Management,
 Saline County

Don Snyder- Jewell County
 Gene Whittey-Ellsworth County
 Sherry Angell-Public Health
 Russ Black- Law Enforcement
 Raymond Raney- Emergency Management
 Calvin Kelsey- Fire Service/Haz-Mat

Representatives absent:

Jim Cary- Osborne County
 Gary Caspers -Cloud County
 Debbie Hays- Smith County
 Brad Homman-Communications, DK Co.
 Frank Gent- Law Enforcement

John Hultgren- EMS
 Steve Ade-American Red Cross
 Keith Coleman- Ottawa County
 Dennis Coltsden- Regional EM Coordinator
 John Cyr- Fiscal Agent

Guests in attendance:

Mike Murphy-KHP

Opening Business:	Discussion	Action
Welcome	Sue Cooper, Chairperson	
Last meeting minutes approval	-Minutes were sent out per email.	Motion to approve made by: Calvin Kelsey 2 nd : Scott Davies Motion Carried.
Approval of Proxy Members &/or acceptance of New Representatives	-Letter read from EW Co. appointing Gene Whittey as their Representative, with Roy Folk & Kenny Bernard as alternates.	-Motion to accept made by Dr. Bryant 2 nd by: Jon Siemers Motion Carried.
Project Committee work session	- Committees broke out to work on FY07 projects	
FY 07 Subcommittee Reports:	Discussion	Action
1. Executive Committee: Sue Cooper, Chair.	-No Report	
2. Threat & Vulnerabilities –based CBRNE/WMD/HazMat Response Equipment: Jon Siemers, Chair. Project: WMD/HazMat equip. & training	-Nothing new to report	

<p>3. Enhanced Interoperable Electronics Communication Systems: Keith Coleman, Chair. Project: Regional Mutual Aid Network</p>	<p>-Nothing new to report</p>	
<p>4. Deployable Response Resources: Bryan Armstrong, Chair. Project: Deployable Response Resources</p>	<p>-Report from the IMT Working Group : Command & General Staff training- Oct. 26-30 in Pittsburg. 4 from our region need to attend Position Specific Training tentative dates & places: PIO- Sept. 28- Oct. 2, Topeka IC- Aug. 24-28, Topeka Planning- Nov. 16-20, SW Ks. Ops- no date set Logistics- Oct 5-9, SE Ks. Safety- no date set, Metro Finance- July 13-17, Salina Comm. Unit Leader-Aug19-20, Hutch July 29-30, Emporia Have \$ remaining in training that should cover the cost. Can send 5/region to each training. Still need a Liaison Officer, Finance/Admin Section Chief and Communications Unit Leader to have a full NC team. -Presented committee recommendation to spend up to \$7,500 to purchase 6 laptops with external CD's with Microsoft Office, 18 wireless mice & keyboards & 3 CD/DVD external players, all of which are on the KHP approved equipment list.</p>	<p>-Motion made by Bryan Armstrong to spend up to \$7,500 to purchase 6 laptops with external drives & Microsoft Office, 18 wireless mice & keyboards and 3 CD/DVD external players. 2nd by: Sue Cooper Motion carried.</p>
<p>5. Comprehensive Statewide Exercise & Evaluation Programs: Sue Cooper, Chair. Project: NC Region FAD exercise</p>	<p>-Plans continue to tag on to the State Stop Movement Exercise in Oct. -Decon Drill planned in conjunction with the Vigilant Guard exercise in Saline County June 20, 2009 & then conducted again in Oct. 2009 in the northern part of the region.</p>	<p>- Sue will get more info. from Bryan and get out by June 1st.</p>
<p>6. Threat & Vulnerabilities –based CBRNE/WMD/HazMat Response Equipment: Russ Black, Chair. Project: Incident Decon Trailers Project: Decon Lighting Support</p>	<p>- FY07 project completed</p>	

7. Management & Administration: Sherry Angell & John Cyr	-FY07 Account Summary distributed and reviewed with no questions or concerns voiced.	
Old Business:	Discussion	Action
FY06	<p>-KHP is closing out FY06 at the end of this month. We still have a total of \$871.07 remaining to be spent of which \$808.96 LETTP & \$25.96 SHSP are in the InterOp Communication project line. Must have the invoice for any equipment purchased and the RFF turned in by May 31st. Discussion followed re: committee recommendations to spend the remaining money? vs. turning it back in. Due to the time constraints and no specific equipment identified that would fit within the projects at this time; the consensus was to turn the \$ back with the request that if what aggregate money is turned back into the state, that it benefit NC region if possible.</p> <p>-Still need a couple of MOU's and updated inventory lists.</p>	<p>-Motion made by Russ Black to turn the remaining FY06 money back into KHP. 2nd by: Jon Siemers Motion carried.</p> <p>-MOU's-DK Co., IMT laptops -Inventory- CD, DK, EW, LC, OT & SM</p>
Capability Assessment completion	-Capability Assessment was previously emailed out to the membership. Several items were missing and members were instructed to review and complete the section they worked on at April's meeting and submit to Connie Satzler, no later than June 6 th .	-Members review and complete capability assessment as assigned and submit to Connie Satzler at csatzler@kansas.net no later than June 6 th .
Regional Council Representatives to Leadership Summit	-Pam Kemp, Sue Cooper, Gene Whittey and Jon Siemers volunteered to attend.	
750 Garmins & end user distribution	-Discussion occurred re: project committee distribution recommendations for 3 EMS, 3 LE, 3 Fire Service & 1 KHP per county. Project Committees make equipment & use recommendations based on the	

	scope of the project. The owner who signs the MOU (county/city) makes the final decision of the end user as long as it stays within the scope of the project & on specific county need.	
Digital Camera Letter	<ul style="list-style-type: none"> -The letter that was to be sent to counties re: recommendations for use apparently had not been disseminated yet. - Digital memory cards did not come with these cameras, but the cameras can still be used without them. Counties may purchase their own if they so choose. - If counties determine that they need more cameras &/or Garmins, let project committees know and they <i>may</i> be able to fund more in FY07, 08 or 09 projects. 	-Sherry will email out to Members to distribute as soon as she receives it.
Training for Decon Trailers	-Still need some county training done to complete the FY06 project requirements. Should be done prior to participating in the upcoming decon. drills.	-Training needs to be completed.
Agroguard Training	-Agroguard training still needs to be done to complete the FY06 project. Sue talked to Farm Bureau in Minneapolis & Doug to Farmway Coop in Beloit- both are supportive of the training. Will need to FU on this.	-Training needs to be completed.
New Business:		
KDOT letter	- Sue had received word that due to the American Recovery & Reinvestment Act of 2009, digital upgrades of 6 additional NC towers would be scheduled. That still leaves 2, but this will vastly improve our interoperable communications capability. She drafted a letter to applaud that effort and requested input from the membership, which was given.	-Sue will send letter to Deb Miller, Secretary of Transportation and cc Ed Geer, KDOT, KHP & Jason Moses
Agriculture Food Safety Workshop report	-Raymond, Sue, Bryan, Dennis & Dr. Bryant attended this workshop sponsored by the Ks. Dept. of Ag.	

	& presented by the University of Tennessee, which was extremely worthwhile and recommended others attend, if it is brought back.	
Council Leadership 2010 & Regional Representation	-Membership needs to begin thinking about who you want for your 2010 leadership positions. -Reminder that county and discipline representatives need to be regularly disseminating information and getting project feed back & needs from those they represent.	
EM Representative Retirement	-Bryan Armstrong plans to retire the end of June and is one of the EM Representative's to the Council. Bryan is willing to continue as Representative, but KEMA & SA Co. will need to make that decision. Will know more at the next meeting.	
Misc. Training	-Looking into the possibility of bringing KHP's "Trucks & Terrorism" training to this region. Mike Murphy was requested to get more details. -"Threat & Risk Assessment" course at Texas A & M is a week long class that members may be interested in attending.	
Concluding Business:	Discussion	Action
Excused Absences	-Gary Caspers, Calvin Kelsey, Debbie Hays, Dennis Colsden, John Hultgren, Frank Gent	Motion to approve made by: Jon Siemers 2 nd : Calvin Kelsey Motion Carried.
Next Meeting	July 28, 2009 10am-3pm	Motion made NOT to meet in June by: Pam Kemp 2 nd by: Russ Black Motion Carried.
Adjourned		

