

NCK Homeland Security Region Council

Meeting Minutes for 9/27/11

Representatives in attendance:

Sue Cooper- Hospital, Reg. Council Chairperson
 Sherry Angell-Public Health, NCRPC
 Doug McKinney- Regional Planning
 Brad Homman-Communications, DK Co.
 Russ Black- Law Enforcement
 Scott Davies-Mitchell County
 John Hultgren- EMS
 Steve Ade-American Red Cross
 Dennis Colsden- Regional EM Coordinator
 Debbie Hays- Smith County
 Gary Caspers –Cloud County

Roy Folk-Ellsworth County
 Pam Kemp-Clay County-Vice Chair
 Calvin Kelsey- Fire Service/Haz-Mat
 Marie Ballou - Ottawa County
 Rodney Job- Emergency Management
 Marvin VanBlaricon- EMS
 Don Snyder- Jewell County
 Larry Heidrick-Fire Service
 Dave Nowak-Public Works
 Raymond Raney- Emergency Management

Representatives absent:

Lanny Zadina- Law Enforcement
 Dr. Bill Bryant-Agriculture

Jim Cary- Osborne County
 Joe Koch-Saline County

Guests in attendance:

Keith Harberer-EW Co. EM
 Vicki Shanley-KDOT

Douglas Plummer-Citizen
 Karen Ekberg -ARC

Opening Business:	Discussion	Action
Welcome	-Sue Cooper, Chairperson	
Acceptance of New Council Appointees	-CY Co. Commissioner minutes appointing Pam Kemp as their representative on the Council presented.	-Motion to accept made by: Deb Hayes 2 nd : Marvin VanBlaricon Motion Carried.
Last meeting minutes approval	-Minutes were sent out per email.	Motion to approve made by: Rod Job 2 nd : Don Snyder Motion Carried.
FY 08 Project Reports:	Discussion	Action
5. Management & Administration: Sherry Angell & John Cyr	- Projects have concluded and all money spent except \$42.61. FY08 Account Summary distributed for review with no concerns voiced.	
FY09 Project Reports:	Discussion	Action
1. Deployable Resources/Onsite Incident Manage. Project: IMT- Bryan Armstrong, Chair Project: Accountability- Pam Kemp, Chair	-AHIMT Conference is coming up on Dec. 6-8, 2011 in San Diego. Cost breakout:	

	<p>Registration \$195/person, Hotel \$131/night, plus meals and air travel costs.</p> <p>-A request was made to send and pay for 2 people from the NC Region contingent upon the agenda and the expectation of a report to be brought back to the Council.</p> <p>-The NC IMT plans to meet qtrly and Pam has requested exercise credit for the Oct. meeting.</p> <p>-A request was made to approve spending up to \$300 for a “wheeled kit” for a mobile generator for the DK Co. IMT trailer pending KHP approval</p>	<p>-Motion to approve made by: Pam Kemp 2nd: Scott Davies Motion Carried.</p> <p>-The NC IMT group will determine who to send at the Oct. 12th meeting, so reservations can be made.</p> <p>-Motion to approve made by: Brad Homman 2nd: Marvin VanBlaricon Motion Carried.</p>
<p>2. Assessment, Planning, Community & Regional Preparedness and Collaboration Project: Mass Care- Jim Cary -Chair</p>	<p>- A motion was made to delete the transfer switch project for reasons discussed at the last meeting.</p> <p>Proposals from the last meeting discussed further; along with the need for a large mobile generator to power up a shelter and run the heat/air, lights, outlets, etc. and slide in units for the Gators that are in the region.</p> <p>-A request made to approve \$50,000 for Charlie horses, \$14,000 for Garmin upgrades, \$25,000 for a mobile generator.</p> <p>-Motion to look at the purchase of Charlie horses, Garmin lifetime upgrades, and a mobile generator not to exceed \$89,500 after research has been done re: appropriate size needed for a mobile generator, the number of Charlie horses and Garmin upgrades needed.</p>	<p>-Motion to approve made by: Marvin VanBlaricon 2nd: Steve Ade Motion Carried.</p> <p>-Motion to approve made by: Marvin VanBlaricon 2nd: Scott Davies No vote was held as further discussion determined the need for the motion to be restated with approval by Scott.</p> <p>-Motion to approve made by: Marvin VanBlaricon 2nd: Scott Davies Motion Carried.</p> <p>-Those who brought these proposals to the table need to research and bring back 3 vendor quotes and #'s needed to the next meeting.</p>
<p>3. Communications: Contacts-Pam Kemp, John Hultgren., Brad Homman</p>	<p>-One EMS radio for RP Co. was inadvertently left out of the FY08 and FY10 project #'s when the radio amounts were tabulated. A request was made to purchase this</p>	<p>-Motion to approve made by: Brad Homman 2nd: Marvin VanBlaricon Motion Carried.</p>

	additional radio out of FY09 funds.	
4. Emergency Public Safety & Security Project: Active Shooter Training for LE- Russ Black & Rodney Job, Chair Project: Economic & Community Recovery- Doug McKinney, Chair	-Plans are to offer the “Recovery from Disaster” training again in Feb.; however plan to “tweak” and get approval as an exercise.	
5. Multi-State Partnership for Security in Ag. Project: KS/NE Functional Exercise- Sue Cooper, Chair	-The Committee proposed to turn the \$13,875.00 back to the Council to be added to another project as unable to accomplish what had been planned.	-Motion to approve made by: Sue Cooper 2 nd : Don Snyder Motion Carried. -Committee’s bring your proposal to the next meeting.
6. Deployable Response Resource Project: Search & Rescue/CBRNE- Calvin Kelsey, Chair	-As soon as able, plan to move forward with the purchase of 4 generators for the two remaining counties as approved on 1/25/11.	
7. Management & Administration: Sherry Angell & John Cyr Training and Exercise.	-FY09 Account Summary distributed for review with no concerns voiced.	
FY10 Project Reports:		
1. Regional Collaboration, Planning, Training & Exercise. Project: Active Shooter/LE Training- Russ Black, Chair	-MILO equipment has not yet been received.	
2. Enhanced Interoperable Communication. Project: EMS & EM Radios –Marie Ballou, Chair	-After discussion the Committee proposed to release the remaining \$1,732.48 and move to the HazMat Project.	-Motion to approve made by: Pam Kemp 2 nd : Marie Ballou Motion Carried.
3. Deployable Resources. Project: Accountability Phase II-Pam Kemp, Chair	-Equipment has been ordered. Installs and upgrades will occur in Nov. Not sure how many printers will be coming from KDHE. -Credentialing and Resource Management training started this week. Anyone that will/may be assigned to this duty needs to attend one of these trainings.	-Register on KS-TRAIN course #1029425 (Will be in Salina 10/13/11 & Beloit 11/1/11)
4. Deployable Resources Project: IMT-Bryan Armstrong, Chair Project: HazMat- Calvin Kelsey-Chair	-Did not meet.	
5. Regional Collaboration, Planning, Training & Exercise. Project: Training and Exercise-HazMat & Regional IMT Bryan Armstrong and Calvin Kelsey- Co-Chairs	-Plans had been to upgrade the gas monitors previously purchased, but that vendor does not have a really good upgrade so will consider something different. Preliminary work has begun setting up a training and exercise at Crisis City.	
6. Management & Administration: Sherry Angell & John Cyr Training and Exercise.	-FY10 Account Summary distributed for review with no concerns voiced.	
Old Business:		

Council Elections for 2012-14	<p>-Nominations opened for Council Chair. Pam Kemp nominated.</p> <p>-Nominations opened for Council Vice-Chair. Sue Cooper nominated.</p> <p>-Nominations opened for Council Secretary. Sherry Angell nominated.</p>	<p>-Motion for nominations to cease made by: Sherry Angell 2nd: Russ Black Motion Carried</p> <p>-Motion for nominations to cease made by: Russ Black 2nd: Rod Job Motion Carried</p> <p>-Motion for nominations to cease made by: Rod Job 2nd: Russ Black Motion Carried</p>
FY11 Projects	-Kansas has accepted its FY11 HSGP award package and contracts should be out soon.	
Commissioner Letter	-Sue sent out a letter to the Commissioners last week to inform them of the new By-Law changes.	-See Attachment
Equipment User Agreement & Policy	-User Agreement drafted by Brad and distributed for review and discussion. Counties will need to personalize.	<p>-Motion to approve made by: Pam Kemp 2nd : Sue Cooper Motion Carried. -See Attachment</p>
Strategic Goals and FY12 Projects	-A 50% reduction in funds is anticipated for FY12.	-Project Chairs need to look at sustainability of current projects and come back with a proposal/plan at the next mtg.
New Business:		
OIG Audit	<p>-Results of the Audit Team visit discussed. We will most likely be required to follow State Procurement Policies which are more stringent and will take more time to work through the process. Until details are set with KHP, NCRPC has self-imposed a moratorium on spending.</p> <p>-Transfer agreements were not brought up during the audit. The State requires agreements & inventory of \$500 and >. After discussion the consensus was to continue as we have been; using the \$100 amount.</p>	
Absenteeism at Council meetings	- Reviewed the past year's absences and discussed options to handle consistent excused absenteeism and concerns re: inadequate representation due to this. Consensus was to	-Doug volunteered to develop a group email and forward the minutes to County/City Commissioners

	strongly encourage sending a proxy if unable to attend, the Chair to send a letter, & all Council minutes be sent to the County Commissioners.	
KDOT Lease Program	-Vicki Shanley here to provide an update on the Tower completion project and the Communications System Revolving Fund Lease Program	-See Attachments (2)
FY08 GIS Project Wrap-Up Presentation	-Jessica Frye was unable to attend today, but will be at our Nov. mtg.	
FEMA Functional Needs Conference	- Steve and Karen attended this conference and provided a report.	- See Attachments (2)
Upcoming Training and Exercises	-.ICS 300 & 400, Oct. 25-28 in Salina. Register ASAP -LC Co. EM National Preparedness Night Out will be held 9/29/11 at 7pm. -Sue and Sherry are planning to facilitate two regional TTX's that will meet Public Health, Hospital and EM grant requirements. Tentative dates are: Dec. 16, 2011 and March/April 2012. More to come.	
Concluding Business:	Discussion	Action
Excused Absences	- Jim Cary, Dr. Bryant, Dave Nowak, Joe Koch, Lanny Zadina	Motion to approve made by: Russ Black 2 nd : Doug McKinney Motion Carried.
Next Meeting	-November 22, 2011 9am-3pm	
Adjourned		Motion to adjourn made by: Russ Black 2 nd : Roy Folk Motion Carried.

