



**PDF Complete**  
 Your complimentary use period has ended.  
 Thank you for using PDF Complete.

[Click Here to upgrade to Unlimited Pages and Expanded Features](#)



**Council Minutes  
 Northeast Kansas Homeland Security Council  
 January 23, 2013**

**Call to Order-** The meeting was called to order by Pat Collins at 10:03 am.

**Present:**

Wesley Lenton - Atchison Co  
 Randy Linck ó Brown Co  
 Russel Stuckey ó Coffey Co  
 Teri Smith ó Douglas Co  
 Alan Radcliffe ó Franklin Co  
 Garry Berges ó Geary Co  
 Vern Waechter ó Jackson Co  
 Doug Schmitt ó Jefferson Co  
 Dee Horttor ó Linn Co Proxy  
 Rick Frevert ó Lyon Co  
 William Schwindamann ó Marshall Co  
 Tim Gibbs ó Miami Co  
 Bryce Romine ó Osage Co

Chris Trudo ó Pottawatomie Co  
 Pat Collins ó Riley Co/Chair  
 Dave Sterbenz ó Shawnee Co  
 Deb Swoboda ó Washington Co  
 Rick Rook ó Junction City  
 Michael Patrick ó City of Lawrence  
 Kris Kramer ó City of Topeka  
 Brett Stewart-Platt ó EMS  
 Karl McNorton ó Fire Services  
 Brett Starbuck ó Hospital  
 Sheila Meggison ó NE KEMA  
 John Cyr ó Regional Fiscal Agent  
 Michael Baker, Sr. - KACP

**Others Present:**

Nancy Lamb - KDEM  
 Patrick Tiede - RCPD  
 Brenden Ourth - Midwest Card

Adam Sherwood - Midwest Card  
 Jonathan Mullinax - Midwest Card

**Approval of Past Minutes-** It was noted that wording needed to be changed in the December minutes in the Regional Coordinator's report. It was written that Osage and Franklin Counties have propane and chlorine training props for use, it should have read propane and *Anhydrous Ammonia* training props. Karl McNorton made a motion to approve the minutes as amended and it was seconded by Lance Royer. Motion Passed. Changes were also made to the minutes as directed.

Chairman Pat Collins recognized and thanked Jack Collie from the Topeka Fire Department for allowing us to use the room in the Topeka Fire Training center for our meetings.

A new roster format is being used for noting attendance at the meetings. You must initial the roster next to your name.

It was announced that Rick Rook is the new designee to the Council for Junction City. Motion was made to accept him as the Junction City Designee to the Council by Dave Sterbenz and seconded by Alan Radcliffe, motion passed.

Introductions were made by all in attendance.

John Cyr talked about the North Central Regional Planner website (www.ncrpc.org). He pointed out there is a link to a page that shows what information a vendor will need to provide. It will also show invitation to bid and quotes for all council projects. For any project of \$50,000 it will be posted on the Kansas site as well. A newsletter is also produced and can be accessed on this website.

#### FY10

- FY 10 projects end April 30th, 2013. There will be no extensions
- Fingerprint scan machines-Everything is installed and training is complete
- Bill for the fingerprint scan machines came in \$2000 over. Research showed that Morris County had ordered extra items for their machine and they will pay the extra.
- If you add on to a project, you must let John Cyr know and you will be responsible for the additional costs.
- Regional disaster exercise is on track.
- Discussion ensued about possibly using excess money out of morgue trailer for additional light towers.

#### FY11

- Bid was sent out for portable light towers.
- GIS project money has been MOU'd back to the State. Jesse Smith from KDEM is no the lead for this project since Jessica Frye left.

#### FY12

- The Riley County PD Bomb Squad equipment sustainment project is our for bid.
- Portable light towers-the original cost was estimated at \$15,000 but the bid came in at \$16,000 +. Will need to find and transfer funds to cover overage.
- Discussion ensued on who would be getting light towers. Many have asked to be included but there is no list. From this meeting the following was stated:

Currently have portable light tower:

Coffey County  
Lyon County  
Osage County  
Jackson County  
Marshal County

Counties where those in attendance could remember are "on a list" for a portable light tower:

Linn County  
Atchison County  
Morris County  
Anderson County

Card on Version 4 of the Salamander Software.

- There have been changes to the card templates
- The bar codes have been upgraded to a QR code.
- Old style cards still work, no need to upgrade immediately
- Equipment cards are available and can be printed with our equipment. These will have a picture of the piece of equipment on them.
- Now have the ability to print "3 up" cards similar to loyalty cards at grocery stores.
- Upgraded reports are no available.
- Salamander 4.0 now allows communications with Intertrax exchange.
- User can upload data off of Command, Rapid Tag and mobile express into Intertrax exchange and a permanent log will be created.

Adam from Midwest Card showed the new soft sided bags for Rapid Tag and Command System.

North Central Region's Rapid Tag deployment policy is on [KansasResponder.com](http://KansasResponder.com).

All 5 Rapid Tag systems belonging to the NE Region have been upgraded.

### 2013 Projects

A decision will have to be made by March. It is looking like we will receive approximately \$588,000.00 this year.

- Riley County submitting project to replace ballistic shields
- Miami County (Tim Gibbs) submitted project to purchase DeLorme inReach Satellite messaging systems for each County in the region.
- Alan Radcliffe submitting project for IMT sustainment.
- Pat suggested placing portable light towers as a sustainment project.
- Other sustainment projects need to be added on.
- Dave Sterbenz will re-submit project for a prime mover/service vehicle for the comfort trailer.

### Elections

Pat pointed out that the Homeland Security Council is looking at how the regional councils are made up. With that he advised **that each County has to have it's appointment to the Council re-approved. These need to be sent to Pat as soon as possible.**

Pat advised it is time for elections of the officers of the Regional Council. Garry Berges made a motion, and Brett Stewart-Platt seconded, to nominate and vote on Pat Collins and Alan Radcliffe being re-elected to their positions on the Council, which is Chairperson and Vice-Chairperson respectively. Motion passed.

Alan Radcliffe is the IMT working group chairperson.

The IMT wants to do a multi-year training contract. KHP is going to let a State Contract out for a training contractor. They are trying to get a 5 year contract and this may include multiple contractors.

Alan Radcliffe also advised the IMT is available to come to Counties for training exercises.

Alan Radcliffe said the IMT Working group has approved an operations manual and a strategic plan at it's January meeting. They also adopted FEMA Type III qualifications. The group is assisting KDEM with building resources for EMAC requests.

Natalie Davis as applied for becoming part of the IMT. Rick Frevert made a motion to place Natalie on the team and it was seconded by Dave Sterbenz. Motion passed.

Question was brought up on how to dispose of the computers that were replaced on the Rapid Tag, Command and mobile express systems. John Cyr will send forms to be filled out. Discussion ensued on replaced equipment and what can be done with it, no solid decision was found.

KDOT radio system- The COWS have been transferred to KDEM. Also, the User Fees for the KDOT radio system is reportedly off the table until 2014

Sandy Johnson, who approached us last year to do an exercise regarding Agriculture last year is trying to get some Just in Time training products created.

CEPR meeting is coming up March 7th. We will have to take our 2013 projects up to the CEPR.

Plans are being developed to bring as many of our resources and assets obtained through region monies to a single location and show both State and Federal Legislators what the funding has done for us. This will probably be done in April.

Dave Sterbenz reminded everyone that NIMS classes are coming up. He also stated the Comfort Trailer is at the factory for upgrades. Also, he may ask EM's to do accountability for the upcoming Ride for the Red event.

#### NE Regional Coordinator Report-Nancy Lamb

- HMEP grants are due February 15th.

- Nancy suggested doing an annual report on resources and assets. Asked for assistance in completing this.

- Everyone was reminded that all personnel and resources need to be put into CRCMS. Discussion ensued about the importance of having our resources in the system so they are searchable on Kansas Map.



**PDF Complete**

*Your complimentary use period has ended.  
Thank you for using PDF Complete.*

[Click Here to upgrade to Unlimited Pages and Expanded Features](#)

and it was seconded by Karl McNorton, that the **Goal for employable resources entered into the CRCMS system** by **December 31, 2013.** MOTION passed.

Meeting adjourned.