



Council Minutes
Northeast Kansas Homeland Security Council
August 22, 2012

Call to Order- The meeting was opened by Alan Radcliffe at 10:04 AM.

Introductions were made around the room.

Roll Call:

Chris Trudo-Pottawatomie Co	William Schwindamann- Marshal Co
Brett Stewart-Platt-EMS	Todd Ackerman-KACP
Mark Steinfort-Junction City	Alan Radcliffe-Franklin Co
Rick Frevert-Lyon Co	Carrie Boettcher-Public Health
Carl Lee-Coffey Co	Teri Smith- Douglas Co
Bryce Romine-Osage Co	Sheila Meggison- NE KEMA/Doug. Co.
Lance Royer-Kansas Sheriff's Assoc.	Tim Gibbs-Miami Co
Dee Horter-Linn Co	John Cyr-Regional Fiscal Agent
Todd Swart-Nemaha Co	Wesley Lenter-Atchison Co
Kris Kramer- City of Topeka	

Others Present:

John Ostenson-SNSO	Sam Dameron- City of Manhattan
Nancy Lamb-KDEM	Susan Belt- SNCO Health
Damon Whisman-City of Topeka	David Bogina-KHP
Suzanne LeBlanc- KHP	

Approval of Past Minutes:

Corrections were made to the May minutes and approved per the vote in June. Motion was made by Lance Royer to accept the June minutes and seconded by Rick Frevert, motion passed.

Approved by: _____

Date: _____

From the Chair

Alan discussed recent meetings and happenings that have occurred in the past months.

- IMT- This group worked on the operating guidelines.
 - All Kansas IMT's are trained to the FEMA Type III level. Credentialing was approved for the IMT's.

- FEMA is developing a crosswalk program for Type I and Type II FEMA Wildland Fire IMT's to train them for an all hazards IMT. Discussion ensued on utilizing a Type I FEMA team for an all hazard incident and it was stated that the cost would be prohibitive.
 - CNIP- Alan explained that the developers of the CNIP IAP software have split up and are each developing their own version of the software. IMT's are currently using EZ IAP.
 - A joint table top exercise between SAR and IMT will be September 18th, 2012, a Full Scale exercise will occur in March 2013.
- Working group on re-allocating grant funds has been meeting to update formula for dispersing grant funds to regions. They also looked at developing an overall strategic plan for regional councils. Alan reviewed the Strategic plan. Following are the four recommendations from the strategic plan:
 - Formally adopt the working groups purpose statement;
 - Formally adopt and then refine the working group's goals and objectives;
 - Review the pros and cons of RC formalization and decide on a course of action by the end of November 2012;
 - Review and chart a new RC membership structure, as well as set clear expectations regarding roles and responsibilities of RC members.
 - Erin McGinnis is the new training officer for KDEM.
 - The Southwest Kansas IMT was on standby recently for the Colorado wildfires.
 - Discussions have been taking place recently in regards to possibly combining the conferences for SAR and IMT's.

Fiscal Agent Report

❖ FY10

- We are 70% through the 2010 budget. We have until April 2013 to close the FY10 budget out.
- Alan brought up that the new computers that came with the Command Modules did not come with serial ports which the present scanners require. Alan asked if the council wanted to buy the USB scanners like the Mobile Express system has for a cost of approximately \$500.00 per scanner. John Cyr will check to see how many Rapid Tag and Command module computers the region has.
- Motion was made by Bill Schwindamann to replace Douglas County's Command unit scanner with a USB Scanner from 2010 Replacement Cost/Maintenance Contract and include a soft sided case if needed. The cost for the scanner is \$496.00. Seconded by Brett Stewart-Platt, motion passed.
- Douglas County has asked for reimbursement for a maintenance contract for accountability software. It was discussed that last year the council had decided not to buy maintenance contracts and replace equipment on an as needed basis.

- Discussion took place on possibly re-visiting Replacement Costs (FY10) budget line and buy computers/printers that are getting older.
- FY11
 - No Activity
- FY12
 - No Activity
- It was announced that Brett Johnson of the KHP would be coming around and auditing equipment. Documentation of maintenance and use must be available for Brett. He will also be applying inventory stickers to assets.
- Discussion ensued on what the NE Regional council will look like if the money runs out.
- Todd Ackerman reminded everyone that the Kansas Chiefs of Police conference will be at the Ramada Inn in Topeka in September. On September 19th from noon to 3:00 pm we are encouraged to bring assets to be displayed in the Ramada parking lot for the Chiefs of Police to see.
- Susanne LeBlanc from the KHP advised that she needs the 2009 Project Leads to fill our forms. She handed forms out to those project leads who were present and will get the forms to the others.
 - KHP is in the process of accepting 2012 funds and hope to have it completed by September 1, 2012.
 - Before money is dispersed all work plans must be completed on each project. KHP will be following up during the project as required by the OIG. These plans need to be completed by August 31, 2012.
- Lance Royer advised that 8 of the Live Scan machines have been installed.
- The FY GIS project may need to have the money MOU'd back to the State to be used for this project. This needs to be done because the State cannot work for a project being run by the Council. Total for this project is \$51,750.00 and Jessica Frye will be the lead. Motion was made by Todd Ackerman to MOU \$51,750.00 from the FY11 GIS line item to KDEM for this project. It was seconded by Chris Trudo, motion passed.
- Nancy Lamb, KDEM Regional Coordinator
 - KDEM is going through Emergency Management Accreditation.
 - Two exercise planners are being hired and their names will be released soon.
 - Send mitigation plan action items progress reports to Susan Belt.

Adjournment

Motion to adjourn was made by Sheila Meggison and seconded by Susan Belt. Motion passed.

