



**Council Minutes
Northeast Kansas Homeland Security Council
August 27th, 2008**

A. Call to Order-The meeting was opened by Pat Collins at 10:00am.

B. Roll Call for-

Carrie Boettcher-Lyon Co. Health	Garry Berges-Geary County
Midge Ransom-Public Health	Todd Ackerman-Law Enforcement
Jonathan York-Marshall County	Dave Sterbenz-Shawnee Co. EM
Bill Brubaker-NE Regional Coord.	Steve Granzow- NEKS Hospitals
Pat Collins-Riley Co. /Chair	Danny Barnett-Atchison County
Alan Radcliffe-Franklin Co./Vice	Sheila Dale-Osage County
Teri Smith-Douglas County	Howard Giles-City of Topeka
Sheila Meggison-Douglas County	Doug Schmitt-Jefferson County
Sonia Rosales-KDHE	Russel Stukey-Coffey Co. EM
Doug Barlet-Linn County	Dean Brown-Lawrence PD
M.T. Brow-Lawrence PD	Kathy Allen-Shawnee Co. /KEMA
Lance Royer-Shawnee Sheriff/KSA	Marvin Grimes-Anderson Co. EM
Rick Frevert-Lyon County	Bill Walker-Coffey Co./Fire Services
John D Merchant-Brown Co. Sheriff	

Were present for the meeting held in Topeka, Kansas.

C. Approval of Past Minutes- Pat Collins presented the June minutes Bill Walker moved that the council accept the minutes, it was seconded by Steve Granzow. Motion passed by unanimous vote.

Approved by: _____

Date: _____

D. Pat Collins- PSIC Grant information & 2008 roll out information- The State Administrating Agency’s (Highway Patrol) concerns regarding the transfer of property agreements were introduced. Discussion ensued about fiscal responsibility for the maintenance of equipment, who had ownership of the equipment and whether or not the agreements could be resigned. A suggestion arose to change the language of the MOUs to reflect responsibility for upkeep with regards to depreciation of property, insurance, tags, etc on the basis of ownership.

Pat Collins also stated that future Homeland Security grants could include a match requirement, beginning with the 2009 grant period. It was brought to the council’s attention that counties do not have the funds to do grant matching and would not be willing to match for something they did not have ownership of if they did have the funds.

Public/Public partnerships and FEMA were suggested as alternate sources for the matching.

State ID systems and credentialing with regards to disasters were other topics introduced to the council. Pat Collins stated that the Department of Revenue wants to use driver's licenses and social security numbers for credentialing. The State is to take the lead on IDs and credentialing, possibly scanning driver's licenses for background checks.

Bill Brubaker announced that the state investment strategy scored a 94/100 rating whereas the average score was 80/100.

Pat Collins noted that he had only received 8-10 surveys from council members and that there was \$2.3 million to be distributed. The goal of interoperability could be achieved by using SMAF outside local area.

E. Midwest Card and ID Solutions- Brendan Ourth-Phase I & II

Brendan Ourth indicated that they would be holding classes to aid counties in assembling and integrating equipment. He noted that he had not heard back from counties as to how many would attend the training sessions held the week of September 8, Monday through Friday from 9-3pm at Fire Station 23. The details about the training are available on the ksreponder website. He announced that he had 200 collector rings available and only a handful of tags ordered for Phase I. He also noted that the counties had the option to renew their contract by October 31st and that they would be offering an on-site option for maintenance.

E. LEOP update- Richard Hernandez

Richard Hernandez indicated that they were undergoing a process to produce and update LEOPs. He noted that they were researching past history and old LEOPs, and matching it up to NIMS. He asked for feedback on the production of the ESFs noting that while some counties wanted help, others did not. Access will be granted to the basic plan so that counties can look at things like Hazard Analysis Mitigation, which is a measure of region's skill and progression in dealing with issues head-on. Hernandez mentioned that he was working on several mitigation plans and had met with KDEM and FEMA in regards to making the plans multijurisdictional as to overall content. He noted that out of 105 counties, only 11 have plans but that 6 of the 11 were in the NE region. The rest were in-house jurisdictional plans. Hernandez announced that FEMA had issued an update of additional information for dams and levies. On the data research side, geo-coding data onto aerial views is being worked towards. FEMA wants graphics and maps to see pictorially what we are working with. There are different styles available in mitigation; Hernandez indicated that they had used a "get ready to get ready" approach in some counties that had never had disaster-intense meetings available.

Questions arose as to whether the Hazard Analysis plans were finished and whether or not, in 5-7 years, EFM would still maintain the plans. Hernandez responded that they are finished and that a roll-up of comprehensive physical and personnel resources was needed to allow everybody access to them. Pat Collins indicated that we need a plan to regionalize for cost efficiency and add Tier II information as well. Hernandez confirmed that the plan was set up to prioritize itself,

to provide training for counties and an information database to find people or equipment with special skills. Kathy Allen asked if this component was included in the proposal for 2008 grant funding and how long it would be before we could access this database. Mr. Hernandez responded that this component was included in the 2008 proposal and mentioned EFM had previously offered a hosted website and that content was holding up the database and it would be about nine months before it could be completed.

F. Fiscal Agent Report- Report given by John Cyr.

John Cyr reported that the State Government had deposited money in the wrong grant year account. They then froze accounts for 60 days in order to sort out the mistake. He suggested cutting out the extra step for processing funds and thereby reducing confusion and room for error. Part of that suggestion included having only one voucher to cover each project instead of multiple. He also announced that funds are processed between the 1st and 15th of every month.

Cyr noted that while it may appear that there is a deficit, that is untrue and he will take care of the problem when he got back to the office. In regards to the '06 monies: transferred \$60,000 to cover IMT equipment. The bid for the Rescue Vehicle was approved and Cyr was given permission to proceed with the order. See attached report.

G. Project Reports

1. Grant

\$1.5 million total approved monies, %25 must go to Law Enforcement. Four forms were submitted incorrectly, they must be resubmitted by the Monday before the next meeting. Kathy Allen requested they be submitted electronically to allow sending out to the committee for evaluation prior to the council meeting. Alan Radcliffe motioned to extend the deadline 30 days to September 22nd deadline. Midge Ransom seconded the motion. The committee resolved to encourage groups to get with affiliates and get projects submitted and to reject proposals that had no forms. They decided to start a grading sheet to evaluate the proposals. The committee decided to allow law enforcement to review and rank law enforcement projects in order to spend allotted monies most efficiently. They agreed that the whole council had agreed not to buy any more prime movers with Homeland Security grant funds.

2. IMT

Committee suggested policy changes after the events of Chapman. Requests were made for the entire nine-person team, which was unnecessary, and as a result people were sent home. In regards to the equipment list, they indicated that the '06 money should be spent on the trailer. They are working on projecting an amount for training and equipment for next year. The meeting for the new policy will be held at the NE regional half-day position training. The committee also discussed exercises for the IMTs for next year.

3. Communications

Committee discussed the CBRNE trailer and the PSIC grant. They suggested utilizing radios on the state system and announced there should be a radio at each EOC and hospital. When purchasing radios should look for uhf/vhf/mobile/handheld. The committee requested the RFP list where counties can purchase from and suggested letting counties choose from a list while staying within a certain dollar amount. After the surveys are returned committee members will have a better idea of amount. The committee indicated that 23 counties divided up the Highway Patrol Money and that the counties themselves were responsible for installation.

Concerns were expressed that counties would not spend extra budget money to activate radios and that they would sit unused. Suggestions were made to require the vendor to absorb \$50 activation fee. It was strongly indicated that the radios must be programmed and ready to hand to a responder upon arrival at the counties or that they would not be used. Discussion ensued regarding the fact that vendors cannot currently access the state system but that they might eventually be able to do so. A suggestion arose that portables were better than installed radios because there was no installation fee attached. Bill Walker motioned that all 800 radios have the state template programmed when purchased. It was seconded by Doug Barlet.

4. Surveillance Platform

Announced that the GM strike had caused delays but the bids were in.

5. Regional Response Vehicle

The committee indicated that no one has the money to buy the trailer; counties normally used credit cards online. \$90,000 was budgeted for the first trailer and the second would be \$159,000. Dave Sterbenz indicated that the previously discussed water rescue equipment was not available. It came down to whether the '08 money would be spent on water rescue or a stop-movement trailer. The issue was not yet resolved.

I. Regional Coordinator Report-Bill Brubaker

Bill Brubaker announced that the vacancy for the Deputy Director Position had been posted.

J. Adjournment-

Alan Radcliffe moved that the council meet on September 24th, 2008. Motion was seconded by Steve Granzow. Motion passed by unanimous vote. Next meeting will be held **September 24th, 2008 at the Topeka Fire Station from 10am-2pm**

Council meeting was adjourned.