

**Council Minutes**  
**Northeast Kansas Homeland Security Council**  
**February 25th, 2009**

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

**B. Roll Call for-**

Garry Berges-Geary County	Todd Swart-Nemaha County
Rick Frevert-Lyon County	Brett Stewart-Platt-Pottawatomie County
Kathy Allen-Shawnee Co. /KEMA	Deb Swoboda-Washington Co.
Jonathan York-Marshall Co.	Michael Patrick-City of Lawrence
Doug Schmitt-Jefferson Co.	Howard Giles-City of Topeka
Bill Walker-Coffey Co. /Fire Service	Pat Collins-Riley Co. /Chair
Darrin Stewart-Wabaunsee Co.	Alan Radcliffe-Franklin Co. /Vice
Bill Brubaker-NE Regional Coord.	Sheila Meggison-Douglas Co.
Doug Barlet-Linn County	Brandon Beck-Fire Services
Dave Sterbenz-Shawnee Co.	

Were present for the meeting held in Topeka, Kansas.

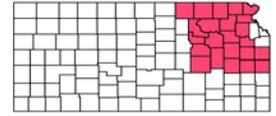
**C. Approval of Past Minutes-** Pat Collins presented the January minutes. Howard Giles moved to accept the minutes, Doug Schmitt seconded the motion. Motion passed by unanimous vote.

**Approved by:** \_\_\_\_\_

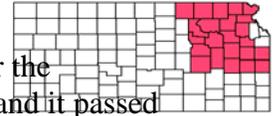
**Date:** \_\_\_\_\_

**D. FA Report-** EFM requested payment. Brown County requested funds. \$1000 left in FY06, it is being used to buy bits and pieces of IMT equipment. May is the end of the extension for FY06 monies. FY08 is underway; Midwest Card has given us a four-year maintenance agreement which includes two (2) visits each year per county for four years plus software updates, etc. John Cyr has an FY09 meeting with KHP this afternoon. They are tracking funds by category rather than source now. All FY08 has been approved to proceed as far as John Cyr knows.

**E. Point of Contact Discussion-** note: Kathy Allen has to get certifications for the bomb squads in. The MOUs are being worked on. John Cyr indicated that he has been getting paperwork that needs to go directly to KDOT. Pat has been getting all three types of paperwork; transfer of property, user agreement, and MOUs. Discussion again about necessity of a single point of contact for each agency for the PSIC grant and the radios. First set of radios were programmed by TFM but they were given the wrong template. Jason



- F.** said that TFM would get the new template this afternoon and get the radios programmed again.
- G. EFM Discussion-** 89.43% of projects are complete. KEMA met and talked about some early concerns but things seem to be going a little better with the counties. Alan called EFM and expressed concerns mentioned at KEMA meeting. Counties have to review their own plans. Brandt has no issues with EFM and they are aware of the issues occurring with NetEOP. Some of the delay is at the state level because Brandt is reviewing for the entire state. Pat asked if anyone has a problem with paying EFM to get them up to the aforementioned percent. Brett Stewart-Platt moved that we accept the payment, Kathy Allen seconded the motion, motion passed by unanimous vote.
- H. Capabilities Assessment-** SPR report meeting went well last month. We are the only region that got ours in a timely fashion. We are all going to see the Capabilities Assessment at the local level. This is to help decide in which direction we want to move. Our region's assessment is April 22<sup>nd</sup>. We can invite anyone we want to assist us. The form is supposed to go on the website by the end of the week.
- I. Last Meeting Projects-** There appears to have been confusion about ideas for investments to ask for money. It was actually specific projects that were completed and filled out. People have since come up with more projects that they want added. Robin got some projects approved. We have to allocate a dollar amount as a place holder so that we can rearrange the money later. We have several projects that we started in the past and we chose not to put in the list for 09, members are concerned because some projects are not finished and now additional projects are being added. There are still Planning and Law Enforcement standards to be met. An administration project is necessary to manage everything for the region. Possibility to reduce communications budget in order to add that. Discussion occurred about lock-in to projects and various regional projects. We do need to add any projects that are not currently mentioned so that we can move money around later. Put money in projects for support/planning. That will pay for administration costs. Discussion was had about how to move money and whether or not to keep the CBRNE vehicle in. Discussion evolved towards keeping separate projects for CBRNE and Law Enforcement and taking the money out of the communications budget. Rick Frevert moved to accept the project list and move \$150,000 out of Communications to the CBRNE vehicle project and broaden all the categories. Bill Walker seconded the motion. Discussion: ask Connie to broaden the work-plan, so that other projects can fit under these projects. Alan Radcliffe dissented, vote passed 3-1 with some abstentions.



**J. Project Groups:**

**Notification-** Doug Schmitt moved that Doug Barlet take over the Notification System project. Alan Radcliffe seconded the motion and it passed with unanimous approval. Gonzales and Reitmeyer's suggestion was to amend the contract to fit the grant money with Tech Radium, Jonathan York will get everything to Doug so that he can continue the project. It will be rolled out using county websites for sign-up for the first year. It will start rolling out 3-4 months after completion. The contracts will be MOUed back to the counties. A training venue will be set up, counties will possibly be able to use it in six months.

**Bomb Robot-** The Council still does not have an MOU with MTA for the bomb robot. Doug Barlet moved that we give them 30 days to sign and turn in an MOU, certifications, and SOPS and if they do not we will reclaim the robot. Brett seconded the motion, motion passed by unanimous vote.

**Regional Response Vehicle-** Still in Florida at the factory, MT Brown indicated that two engineers from the video and actual platform have gotten together and agreed to support each other's equipment.

**Stop Movement-** Need SOPS on trailers.

**IMT-** February class had lots of attendance, classes being scheduled, each region will host one and then pay for their own teams to travel to other regions/classes. Bill and Dave are going to meet and make some regional policies and SOPS to answer questions about retirement, termination, equipment retrieval, etc. An updated deployment schedule will be mailed to the IMTs.

**Accountability-** For FY07 there is \$45,000 left. Rapid Tag Command Modules will have together another proposal to get consumables back to each of the counties. Alan moved to stay with current laminate Rick seconded the motion. Security illuminate was too expensive, motion passed by unanimous vote.

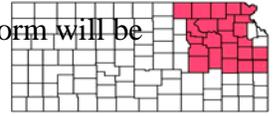
**Watercraft Equipment-** Highway patrol has approved the project and has gone to DHS for approval in FY07 it is \$24,177 no foreseen problems.

**K. FY08-** Project List has basic approval. Projects have to be authorized to spend the amount of money, do not just send bill to John Cyr. Need to have something to give to John (bid) that says, "this is where we want to buy it, this is how much it costs," etc. John will honor training requests up to this point but if they run out of money for that particular budget item he will send it back to the people who ordered the training and they will be financially responsible for that training. Do not sign anything john has not approved.

**L. Coordinator Report-** Remote community alert system is a concern. Grant money is available for sirens in rural areas etc. Contact Devan Tucking-Strickler at KDEM.

Before the Storm class was a success, thirty Emergency Managers were in attendance. Two-day training at Eisenhower, there were 37 years of total

experience, KDEM will be taking the class statewide. After the Storm will be offered in a couple of months.



Jason Moses sent out email about Motorola discount system for radios.

Leadership Position Paper from leadership group went to the Adjutant General. It was put together at the Regional Council Leadership meeting. It included concerns such as work distribution, travel becoming an issue, limitations on grant money roll out. It suggested solutions such as investment in video technology in one sight per region, reimbursement for travel costs. There is a subcommittee working at state level to prepare regions for some projects. It is possible that state partners will be brought in to work as their own region. All the funding will go to projects without set asides such as law enforcement requirement. Work on annual report. This group is still addressing the councils' true authority.

CEPR has been turned into a State LEPC. We need a system of how to communicate with people that are being represented on this council. The councils are asking for administrative support from the state. The regional planning commission concept of the councils is being explored. Visibility for the Emergency Management Preparedness grants is being created. We will look at expanding our role as a council to other grants because of regionalization. All the regions are having participation problems. Maybe we should not fund projects if people are not participating, if you are not at the meeting you do not get any projects. One council had three members show up. We govern ourselves. Regions do not have to be uniform. We said we do not want the grant match. That is being reported to DHS.

The FEMA IEMC Exercise went well.

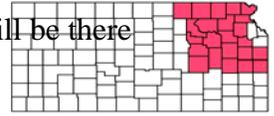
Shawnee and Saline counties will have their exercise trailers by the end of next month, anybody can use them. KDEM will replace what you lose or damage.

Symphony on the Plains will be in Chase County on June 14, they have asked for state assistance. Danny Hay and Bill are working with them to assist the county with an IMT team and support equipment. KDEM will reimburse the region that goes, the NE has 9-10 folks going.

State began their Capabilities Assessment yesterday. They were asked by DHS to come to the counties and do a Tier I& II data call.

Crisis City exercise will be using an IMT team and three rescue task forces. the NE, Metro, and SC teams are going for 30 hours.

IMT website is where the minutes, etc. from the working group will be there as soon as possible. [www.ksimt.org](http://www.ksimt.org)



Leadership summit tomorrow.

CEPR March 5, give stuff to Pat.

SW Coordinator Position in Garden City interviews on March 18.

Teri's promotion to Preparedness Officer has gone into effect.

**M. Agenda Items for the next meeting-** do not forget to invite people to April 22 for Regional Capabilities Assessment and tell Bill for headcount.

**Next meeting is March 25<sup>th</sup>, 2009 at TFD from 10:00am- 2:00pm**

**N. Adjournment-** Bill Walker moved to adjourn the meeting, Alan Radcliffe seconded the motion, motion passed unanimously.