

Northeast Kansas Homeland Security Council

April 28, 2010

Call to Order: The meeting was called to order by Pat Collins, Chair at 10:15 a.m.

Roll Call: Voting Members Present

Barb Jacobson, Atchison County	Russel Stukey, Coffey County
Teri Smith, Douglas County	Alan Radcliffe, Franklin County, KEMA
Vern Waechter, Jackson County	Doug Schmitt, Jefferson County
Rick Frevert, Lyon County	William Schwindamann, Marshall
Jennifer Kassebaum, Morris County	Todd Swart, Nemaha County
Bryce Romine, Osage County	Chris Trudo, Pottawatomie County
Pat Collins, Riley County	Darrin Stewart, Wabaunsee County
M.T. Brown, City of Lawrence, proxy for Captain Mike Pattrick	
Scott French, City of Manhattan	Kris Kramer, City of Topeka
Kathy Allen, KEMA	Brett Stewart-Platt, EMS
Bill Walker, Fire Service	Julie Schmidt, Hospital Association
Todd Ackerman, Kansas Association of Police Chiefs	
Lance Royer, Kansas Association of Sheriff's	
Carrie Boettcher, Public Health	

Voting Members Not Present

Jennifer Ploeger, Brown County	Julie Meng, Doniphan County
Paul Jones, Chase County	Garry Berges, Geary County
Doug Bartlet, Linn County	Frank Kelly, Miami County
Deb Swoboda, Washington County	Tammy Bennett, Public Works
Brandon Beck, Fire Service	

Others Present

John Cyr, Northeast Region Fiscal Agent
Bill Brubaker, Kansas Department of Emergency Management
Steve Zeller, Kansas Highway Patrol
Mark Engholm, Kansas Highway Patrol
Alexandria Norman, Douglas County Emergency Management
Brett Starbuck, Shawnee County Health Agency
Forrest Walter, Mission Township Fire Department

Approval of Past Minutes: Pat Collins presented the March 24, 2010 minutes. No revisions noted. Bill Schwindamann moved to accept the minutes as presented. Barb Jacobson seconded the motion. Motion passed unanimously.

Communications: Pat Collins reported he had a request from Tonganoxie Police Department requesting to submit a project for upgrade to their Police Department. Pat explained that Leavenworth County was not in the Northeast Region and therefore they would not be eligible to submit projects to this Council.

Pat also reported that on May 20th, KDEM will be hosting a meeting of state agencies to discuss the State Investments for 2010. As Chair of the Seven Regional Council Leadership Team, Pat has been invited to attend.

Fiscal Agent Report: John Cyr reported that an extension of the 2007 Homeland Security Grant has been granted extending the closing date from May 2010 to October 2010. After a reimbursement for a piece of equipment for the surveillance platform is received, there should be approximately \$5000.00 remaining in 2007 grant. After discussion, Rick Fevert moved to make a request to KHP to allow the Council to purchase NIMS Pocket Guides with the remaining 2007 funds. Chris Trudo seconded the motion. Motion passed unanimously.

A motion was made by Barb Jacobson to request approval from KHP to move the remaining \$39,000 in the 2008 Patient/Evacuee Tracking project into the 2008 Personnel Accountability project. The motion was seconded by Doug Schmidt. The motion passed unanimously.

The FY 2009 funds were released last week and project leaders can begin to move forward with their projects. John will assist project leaders with the purchasing process and will determine if the project is required to go through the bidding process. MOUs need to be presented to the Council for approval. Law Enforcement funds were released early because of a price increase beginning in January. According to the paperwork received from Greg Riat, PT County Sheriff, the invoice submitted for the CSI Vehicle with Equipment was \$876.00 more than the approved project amount. John will contact Sheriff Riat to get clarification on the amount.

Pat Collins requested to increase the number of Mobile Highway Message Boards listed in his original project from one to two using the same amount of money (\$30,000.00) allocated for the 2009 project. He will bring MOUs for the Message Boards to the May meeting.

The question was raised regarding an increase in the allocation for the Planning Project of \$10,000. John will check with KHP regarding the increase.

John presented a Draft for Qualification Document to the Council. The document states that a Joint Project Committee will be created to ensure focus of purpose and to establish general lines of communication. The Joint Project Committee will be responsible for interviewing and appointing the Vendor and Consultants that will be hired to provide finished products for the Planning Project. The Joint Project Committee will oversee the entire project to ensure progress is being made and that project goals and anticipated products are achieved and developed. It will be made up of nine (9) members with each Region appointing four (4) representatives, four of whom will be the Council Chair and Vice Chair from each of the Northeast and South Central Regions. The two (2)

remaining members from each region will be voted on by the Council and the ninth (9th) member will be a representative of the North Central Regional Planning Commission, fiscal agent for the project.

Sheila Meggison, Douglas County and Todd Ackerman, Marshall County were suggested, along with, Pat Collins, Chair and Alan Radcliffe, Vice Chair to represent the Northeast Regional Council as members of the Joint Project Committee. Russel Stukey made the motion to appoint Meggison, Ackerman, Collins and Radcliffe to the Committee. Brett Stewart-Platt seconded the motion. The motion passed with one dissenting vote.

Project Committees:

IMT Committee: Alan Radcliffe

- IMT Safety Officer Training will be held in Leavenworth on May 24-28. Interested IMT members should sign-up on KS-Train.
- Renewal process is beginning for those who became IMT members in March of 2008. Each applicant must have a new release form signed by their supervisor which releases them for deployment if necessary.
- Several pieces of equipment have been purchased for the IMT trailer, including a GPS Camera, a new server, and plotter.
- There was a training class for IMT members held in Topeka on April 2 with 45 of the current 54 members present.
- Alan is working on a new deployment procedure and roster update both of which will be emailed to members when finished.

Call Notification Committee: A request for additional committee members to participate in conference calls, both within the Region and with Tech Radium, was made and the following people volunteer to be on the Committee: Doug Bartlett, project leader

Alan Radcliffe
Pat Collins
Alex Norman
Forrest Walter
Jennifer Kassebaum

Search and Rescue: Scott French

- Training classes begin on 4/30/2010 in Topeka
- 6 people have completed a training class on search camera
- 6 people have complete Deployment Team Manager training
- There will be a presentation on the Search and Rescue program at the May meeting

Regional Coordinator Report: Bill Brubaker reported that Marlo Newell will no longer be available to take minutes at our Council meetings because she has been re-assigned to another department.*

KDEM has purchased two additional training trailers that will be house with Grant County Emergency Management and Pittsburg Fire Department.

KDEM has also purchased 11 G-2 Weather Information Systems which will be put into place within the month.

Miami County has formally requested to be removed from the Northeast Region Homeland Security Council.

There will be a Command and General Staff training in Salina in August for the Incident Command Teams.

The federal government is working on a new process for the Emergency Alert System (ESA) which will be filtered down to the state and then to the counties within the next few months.

Crisis City is now officially under the direction of the Kansas Department of Emergency Management and Frank Coots has been named director.

KDEM has funded the equipment list for the Northeast Law Enforcement Group and has purchased an observation robot for the Kansas Bureau of Investigations.

A motion was made by Dave Sterbenz and seconded by Bill Walker to have Bill Brubaker make a request to KDEM to provide support for the Region by providing a secretary to take minutes at the meeting and other administrative duties as needed. The motion passes unanimously.

Adjournment: Terri Smith made a motion for adjournment, seconded by Barb Jacobson and passed by unanimous vote.

*We would like to thank Marlo for helping us out for the past several months by fulfilling the administrative duties for our Northeast Regional Council. We greatly appreciate it.