

Northwest Kansas Regional Homeland Security Meeting  
August 22, 2008 Sheridan County EMS Building, Hoxie

Keith Haberer, Region Chair, called the August 22, 2008 meeting of the Northwest Kansas Regional Homeland Security Council to order at 10:00 a.m. Introductions were made.

Members and Guests Present:

Doug Jannsen, Russell Fire Dept.  
Bob McLemore, Colby Fire Dept./Fire Service  
Richard Schneider, Trego Co. SO  
Gary Rogers, CH/RA/SH Co. EMS  
Al Pietrycha, National Weather Service  
Gary Winter, Region I EMS  
Tami Wood, Northwest Kansas Hospitals  
Jason Moses, TAG ICC  
Patti Skubal, Decatur Co.  
Mickie Helberg, Graham Co.  
Cindy Mullen, Logan Co.  
Jon Martin, Motorola Corp.

Keith Haberer, Russell Co.  
Deb Kaufman, Region I EMS  
Jim Schroeder, Rawlins Co.  
Crissy Conger, Sherman Co.  
Mike Albers, Thomas Co.  
Kerry McCue, Fiscal Agent / Ellis Co.  
Toby Prine, NWKS Regional Coordinator for KS EM  
Steve Sutton, KSBEMS  
Susan McMahan, Thomas Co. EMS  
Corina Cox, NWKPDC / Fiscal Agent  
Gail Ogle, Russell Co. GIS Coordinator  
Chris Brown, Phillips Co.

Richard Schneider moved the minutes of the July 14, 2008 meeting be approved as distributed via email for review. Bob McLemore provided second. Motion carried.

**Homeland Security Regional Emergency Manager Report:** Toby Prine reminded the Council they fall under the open meetings act. In order to enter into executive session, a motion to do so has to be approved by the Council. The reasons for entering executive session must be specified and specific to approved reasons. Time allotted for executive session is always approved and recorded. Motions and votes regarding discussion while in executive session must be made once the doors have again been opened.

There have been several requests for ICS 300 and ICS 400 courses in the Region. There will be several scheduled this year in each of the regions. We will announce courses as they are scheduled. But there will not be the number there were last year. Certificates for the courses will be given by each jurisdiction, not by KDEM. Toby Prine will be traveling to Secora, NM next week to complete a training course. The Kansas Emergency Management Association conference is in September. Discussion will be held at that meeting regarding regional management and activities.

**2006 Project Reports:**

**MOCOM SOP:** Jason Moses reported the MOCOM SOPs have been finished. He is adding the use of the frequency for preplanned events yet and then will get them out to jurisdictions. The strategic stockpile 800 MHz radios are ready to order. Graham County's system is still down. Kerry McCue reported he has no inventory information from Norton, Rush, or Wallace County. Please contact him with information on the physical location of the equipment. Kerry McCue reported \$153,107 has been spent out of LETPP, and \$4389.68 out of SHSP. Remaining funding for the project is \$15,284 LETPP funds and \$1,223.32 SHSP funding with stockpile bills still outstanding.

**Regional Rescue Team:** Kerry McCue reported that the ordered truck has shipped. The invoice has been submitted to the Highway Patrol. We have budgeted \$2000 for training purposes that will not be used. Kerry McCue suggested the Council postpone transfer of the budget funds until the project is completed to determine additional miscellaneous costs. Following project completion, we can reallocate funds into other projects if needed.

**NetEOP:** Gary Rogers reported that it was up to the individual counties now to get their county plans back in to Angee Morgan to get them approved. NetEOP has been paid; the check was cut this morning. Discussion has been on-going with the Highway Patrol regarding acting as state administrating agency and efforts to improve the process of timely bill payment.

### **2007 Projects**

**EOC Upgrade:** A chairperson is needed for this project. Crissy Conger will do so. It possible project for the EOC upgrade would be building GIS capabilities. Jessica Frye had presented a possible GIS project. Chris Brown and Gail Ogle would assist with the project. An inventory of the region would be completed to determine GIS capabilities. Then they will start building layers for each of the counties that would be stored in a central location that KDEM in Topeka would have access to. KDEM would handle requests for data and create maps. The individual counties would not have to maintain the GIS capability; it would be already created and available to the counties through KDEM.

According to information provided, a GIS technical subcommittee would be formed and two support members would meet to inventory and assess county capabilities. KDEM would provide an external hard drive for backup for current data; they would set up an application that could be loaded on any computer. Provided would be one set of GIS software, or one extension, or one mapping-grade unit. Training would be involved; 1-2 classes for GIS and GPS. The objective is one universal set of data which would be backed up at the state office. The Council voiced questions and concerns. More information will be requested from Jessica Frye regarding value of the system to the individual counties and county points of contact. She will also be asked to adjust the project she presented to available funding. The amount of need per county will vary. 2008 projects were discussed. Jason Moses presented the current state communications plan. Lengthy discussion was heard regarding project options and budget allocation. Motorola's current discounted communications package was presented.

Bob McLemore moved the Council submit a change in work plan to request to move the \$80,000 EOC project funding to fund a regional GIS project. Any remaining MOCOM funding should also be made available to this project. Project committee members will be Crissy Conger, Chris Brown and Gail Ogle. Richard Schneider provided motion second. Motion carried.

### **2008 Projects:**

The Council has been contacted regarding available funding for projects in 2008. Proposed project descriptions were circulated. Following discussion, Cindy Mullen moved the Council pursue the 800 MHz Communications project to include PSAP control stations, antenna and programming, county EOC/EM, and ambulance radios as dollars are available. In addition, the Council will also pursue the conclusion of the fingerprinting project, the medical surge trailer project, and the IMT sustainability project. Mike Albers provided motion second. Clarification was given concerning the inability at this point to assign specific dollar amounts to these projects. Motion passed.

**New Business:**

**Council Vice Chair Position:** Due to meeting length, the discussion was tabled to the next meeting. Members should consider the position.

Jason Moses reported Jason Bryant will be attending the next meeting to discuss the policy regarding requesting COW support.

Gary Rogers moved the Council adjourn. Doug Janssen provided motion second. Motion passed.

The next meeting will be September 8, 2008 at 10:00 a.m.

Respectfully submitted,

Deb Kaufman, Secretary

**(These minutes are not yet Council approved.)**