

Northwest Kansas Regional Homeland Security Meeting  
September 8, 2008 Sheridan County EMS Building, Hoxie

Keith Haberer, Region Chair, called the September 8, 2008 meeting of the Northwest Kansas Regional Homeland Security Council to order at 10:05 a.m. Introductions were made.

Members and Guests Present:

Doug Janssen, Russell City Fire Dept./Fire Service  
Bob McLemore, Colby Fire Dept./Fire Service  
Richard Schneider, Trego Co. SO  
Gary Rogers, CH/RA/SH Co. EMS  
Gary Winter, Region I EMS  
Lorraine Baughman, Rooks Co. Public Health  
Tami Wood, Northwest Kansas Hospitals  
Al Pietrycha, National Weather Service  
Patti Skubal, Decatur Co.  
George (Pappy) Lies, Gove Co.  
Chris Brown, Phillips Co.  
Cindy Mullen, Logan Co.  
Jim Fisher, Rush Co.

Keith Haberer, Russell Co.  
Jason Moses, TAG ICC  
Deb Kaufman, Region I EMS  
Jim Schroeder, Rawlins Co.  
Crissy Conger, Sherman Co.  
Jacque Boultinghouse, Sheridan Co.  
Kerry McCue, Fiscal Agent / Ellis Co.  
Toby Prine, NWKS Regional Coordinator for KS EM  
Larry Townsend, Wallace Co.  
Michelle Wishon, CPHP Oper & Plan RS/KDHE  
Corina Cox, NWKPDC / Fiscal Agent  
Gail Ogle, Russell Co. GIS Coordinator  
Robert Childs, KDOT Communications

Richard Schneider moved the minutes of the August 22, 2008 meeting be approved as distributed via email for review. Gary Rogers provided second. Motion carried.

**Homeland Security Regional Emergency Manager Report:** Toby Prine provided update to the Council on the EOP status including a map showing state approved counties.

An ICS 300 course will be held in Norton on September 30, 2008. A second course to be held in Sharon Springs is pending date scheduling. There is an Emergency Preparedness Conference geared to planning for special needs populations in Hays October 29, 2008 and a second in Colby October 30, 2008. Pat Eakes, KS Commission of Disability Concerns, is coordinating publication of the event. It is an opportunity for special needs providers to network with emergency service providers.

Dave Snyder from Ness County is currently in Louisiana on a two week deployment to assist with the preparations for Hurricane Ike.

There was a NIMS conference call last week. Our Region is doing well with our county plans being NIMS compliant and in the approval process and with the ICS training that has been conducted within the Region.

**2006 Project/Fiscal Agent Reports:**

**MOCOM:** Jason Moses reported the MOCOM SOPs are ready to go out to the committee for a quick review. Following the review, the SOPs will go out to the jurisdictions. We have had difficulties with lightning shutting the systems down. Russell and Graham Counties are back up and Logan County is currently down. Kerry McCue will work with Jason Moses to get the radio stockpile figures.

**Regional Rescue Team Project:** An email went out to the Council concerning the progress of this project. Kerry McCue reported Ellis County is still waiting on the vehicle to arrive. The request for payment has been submitted. There is still a need to purchase the topper for the truck. Gary Brown plans on attending the next meeting to give an update on the project.

NetEOP project payment has been completed. The 2006 M&A has also been completed.

### **2007 Projects**

**GIS Project:** Crissy Conger distributed a handout compiled by Jessica Frye outlining the GIS project. Crissy Conger would like each county to recruit an individual to serve on the Regional GIS Technical Subcommittee. Please notify her with contact information for that individual by September 22, 2008. The person should be someone who will be involved in the GIS once it is operational. If your county does not have a GIS coordinator, the county appraiser is a good choice. Please contact [COMDIRECTOR@GOODLANDKS.US](mailto:COMDIRECTOR@GOODLANDKS.US) or you may call her at 785-890-4575.

Crissy Conger also circulated suggestions for project expenditures from Jessica Frye. The suggestions include a GIS inventory of every county (\$13,000), Sub-Regional MVP Meetings (\$12,500 for 4 locations – 2 days), GIS Training (\$10,000 for 1 training session for 24 individuals), GPS Training (\$3,000 for 2-1 day training sessions with lunch included) and equipment. Equipment could possibly include 19 Arc View single use licenses @ \$1,224 each for a total of \$23,256. An extended 2 years maintenance for primary license could be included with purchase of software for \$2,000. 2–1 TB external hard drives @ \$500, and 19 USB 8 GB thumb drives for local map books would cost approximately \$1,235. This price projection allows a buffer for expenses not calculated until the inventory of current assets is complete.

The project benefits the counties by allowing for interoperability of GIS resources and access of data. Data layers and photography is available through KDOT and the appraiser's offices.

Counties can determine their level of participation and we encourage development. The project will begin with determining what is currently available in the county and will give opportunity for development of additional layers if desired. A list of possible boundaries, facilities, shelters, transportation, hydrograph, public utilities, and animal health county concerns was circulated. Crissy Conger will get the work plan change document to Kerry McCue.

**IMT:** Bob McLemore reported a meeting will be scheduled for all IMT members. Contact lists will be updated, roles may be expanded or teams combined. There may be a statewide website to facilitate better communication. Work on acquiring the trailers continues. The IMT workgroup meets September 19, 2008 in Topeka. Kerry McCue reported the project still has unexpended equipment and education dollars.

**Electronic Fingerprinting:** Rich Schneider reported Kerry McCue still needs location reports from Ness County, Norton County, and Sherman County. Deb Kaufman provided information for Sheridan County today and will send GIS coordinates for location to Kerry McCue.

### **New Business:**

**Council Vice Chair Position:** Jim Fisher nominated Jason Moses for Vice Chair, serving in his position as member-at-large. Cindy Mullen nominated Bob McLemore. Bob McLemore declined nomination as did Al Pietrycha. Deb Kaufman was nominated; however, it was felt refilling the secretary position would be very difficult. Doug Janssen nominated Rich Schneider. Vote by show of hand was cast for Jason Moses and Rich Schneider. Jason Moses was elected Council Vice Chair.

**COW Request Procedure:** Jason Moses reported Jason Bryant had a meeting conflict but will be attending the next Council meeting to discuss the policy regarding requesting COW support. Emergency managers should have received procedures for requesting COW support from KDEM. In most cases, the COW will be requested through the county emergency manager or if an IMT is deployed, through the communications unit in the ICS structure. He will also describe the cost associated with pre-planned events.

**2008 Projects:** Toby Prine presented the 2008 project paperwork. Corina Cox, fiscal agent, is listed as the contact person and completed contact information on the form. The Communications Project (PSAPs, EOCs, and EMS 800 MHz at \$293,313.00), IMT (equipment and training at \$15,000), electronic fingerprinting (\$75,000), and EMS regional medical surge trailers project (\$70,000), and M&A (\$14,021.00) will be submitted. The hospital grant dollars they just received will be available for 800 MHz radios. It was suggested any of the five counties (Wallace County, Cheyenne County, Gove County, Rush County, and Logan County) that did not receive electronic fingerprinting devices be requested to submit a document to the Council demonstrating need for the electronic fingerprinting device.

Kerry McCue moved Toby Prine send the 2008 adjusted project paperwork to the executive committee (Chair, Vice Chair, and Secretary) for review and approval. Cindy Mullen provided second. Once approved by the executive committee, the document will be sent to KHP. Following KHP approval, it will be forwarded to the Council members. Vice Chair, Jason Moses called for vote as Council Chair had to step out for a call. Motion passed.

October will be reserved for project specific meetings. The next full Council meeting will be November 10, 2008 at 10:00 a.m.

Rich Schneider moved the Council adjourn. Jim Fisher provided motion second. Motion passed.

Respectfully submitted,

Deb Kaufman, Secretary

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