

Northwest Kansas Regional Homeland Security Meeting
April 12, 2010 Sheridan County EMS Building, Hoxie KS

Tami Wood, Chair, called the April 12, 2010 meeting of the Northwest Kansas Regional Homeland Security Council to order at 10:00 a.m. Participant introductions were completed.

Members and Guests Present:

Deb Kaufman, Region I EMS
Lorriane Baughman, Public Health
Kerry McCue, Ellis County
George "Pappy" Lies, Gove County
Jim Schroeder, Rawlins County
Keith Haberer, Russell County
Kathleen Fabrizius, Trego County
Westley Kendall, NW KS Planning Development
CAPT. Mike Murphy, Kansas Highway Patrol
Lt. Carl Osthoff, Kansas Highway Patrol

Tami Wood, Regional Hospital Representative
Bob McLemore, Fire Chief's Association
Al Pletrycha, Member at Large
Steve Hirsch, Decatur County
Chris Brown, Phillips County
Butch Post, Rooks County
Susan McMahan, Thomas County
Toby Prine, Kansas Homeland Security
Gall Ogle, RS CO GIS
Kris Smyth, KSFM
Paul Thomas, KSFM

Approval of the Minutes: Keith Haberer made a motion for approval of the March 8, 2010 minutes. Steve Hirsch provided motion second. Motion carried.

NWKS Regional Coordinator for KDEM Report: Toby Prine reported we have area KDEM COOP training sessions in the area that are at risk of cancellation. Please enroll if you are able to attend. An ICS 400 class will be held in Plainville on April 23 – 24, 2010. Registration is available on Kansas Train. A Public Information Officer Course is scheduled for June 21-22, 2010 at Hays Medial Center. Crisis City operation is transferring from the National Guard to KDEM. Frank Coots is manager. Expect to see training announcements soon. Paula Phillips, the State Training Officer, has been contacting emergency managers about the Emergency Managers Handbook on the KDEM website. Suggestions for additions may be sent to Paula Phillips. It is an excellent tool for emergency managers.

Fiscal Agent Reports: Kerry McCue circulated a summary of the 2007 budget showing \$8,732.59 remaining with 97% of allocations spent. Funds remaining are in the IMT equipment line item (\$2,225.69) and M&A (\$6,490.84). The electronic fingerprinting project budget is complete. \$7.87 remains in EOC/GIS, and \$8.19 in IMT training. He reported on the situation with the bid on the printers approved at the last meeting. The company now appears to be refusing to honor their bid. He and Chris Brown will continue to work on the order. Wesley Kendall distributed the report on the 2008 and 2009 project accounts for Council review.

Hospital Strategic Plan Update: Tami Wood reported the regional hospitals have completed their strategic planning goals and objectives for the next three years. They completed 95% of last year's goals. They are having a lab packaging and shipping class April 14, 2010. PIO training is June 21 – 22, 2010 as mentioned above. An Alternate Care Site Training and Planning Meeting will be held in Hays on May 27, 2010 from 10:00 – 14:00. Everyone is encouraged to attend to give input on sites in your counties.

She presented the hospital strategic plan. Hospitals are just completing the 2009-2010 grant cycle in June. The fiscal year two (2010-2011) will begin July 1, 2010.

- Goal One: On Site Incident Management, including NIMS compliance. Hospitals will implement 14 elements into their Emergency Operations plans with the assistance of a tracking document.

- Goal Two: A web based inventory to act as an informational resource for area needs.
- Goal Three: To educate our partners regarding KSERV. We currently have 52 volunteers from the Northwest Region signed up and want to grow from that number to a goal of 100 at the end of year three. We need medical and non-medical volunteers. We have a mutual aid agreement with all 132 hospitals in the state of Kansas. Contacts are also updated yearly.
- Goal 4: Interoperable communications. We are beginning 800 MHz radio system training. We are distributing the procedures for accessing EM resource.
- Goal 5: Training. Hospitals will be doing shift training and exercises on the communication systems. There will also be training on the evacuation procedures. PIO training is also taking place.
- Goal 6: Planning. We are developing best practices for mass fatality management, hospital evacuation and sheltering in place. We are going to have the alternate care site discussions. We want to involve Regional EMS directors to prepare transfer plans for mass casualty incidents. We also want to participate in COOP planning.
- Goal 7: Lab Plan. The Region is also going to be looking at the lab plan to get it updated.
- Goal 8: Mass Fatality Planning and Training to include a crisis intervention plan.

Strategic Planning Discussion: We have a year with less project work to look at the state strategy, the strategic planning we have done with the state, target capability list, and the budget items selected. Toby Prine read the goals of the State Homeland Security Strategy. We will re-distribute the document.

Bob McLemore reported on the International Association of Fire Chief project of Interstate Incident Management System resource typing. It allows for identification of the closest resources and defines what they are. More information will be coming to the Council this summer. It would take time and foot work to put together. There will be some funding available until year-end. He also reported Mike Albers is looking at narrow banding in our Region. It will need to be a coordinated effort in the Region to facilitate uninterrupted communication. Every department is reminded to do a survey of all the UHF / VHF equipment they have and identify narrow band capable versus not. Decisions will have to be made regarding replacing what is not. There is a list on the Motorola website. Look at model as well as serial number spread when you are checking equipment. The Motorola Minitor V and Advisor II pagers are the only pagers identified to date that are compatible. Do not forget to check storm sirens and equipment used by road departments. We cannot all wait until the end of 2012 to upgrade or we will overwhelm the vendors. January 2013 is the deadline.

GIS Project: Chris Brown circulated the first portion of the FY 2009 School Mapping Project to present to school districts. We are sensing a heightened awareness on the part of school regarding safety planning within their counties. The contract we have been working on has to be reworked due to the short window of time to complete the project. We can possibly create two options with one being obtaining, scanning, digitizing, and geo-referencing the blueprints. Option 2 would consist of the site visit. The Vo-Tech in Goodland may work with FHSU to complete on-site data collection. The summer could be used to define information-gathering needs from the schools and determine number of workers needed. Actual data collection would then begin in the fall. County data ownership was discussed, as were requirements for non-disclosure agreements. Schools will have a copy of the data in a PDF. A signed agreement with each county and school district will provide an opportunity to define procedures for data release during emergencies. Contract changes will be made. Additional benefit points will be added to the introduction of the

presentation as will a description of the data security. The GIS county contacts will present the mapping project to the school districts.

Captain Mike Murphy reported they are adding computers, printers, and GPS in each car to facilitate data access. Mobile data units will be installed within the next month. Preplanned non-disclosure agreements would expedite access.

Cross Match Project: Cole Presley completed the utilization analysis of the systems throughout the Region and found all units in use. With no remaining designated funding available for purchase, remaining project budgets will be viewed for options. We have to keep in mind percentages going to law enforcement. Pappy Lies will consult with Gove County and contact Tami Wood with their interest.

NetEOP and EFM: Keith Haberer reported on the proposals from NetEOP and EFM. A finished document from each of the vendors was requested. We will ask Robin Reitmeyer to contact each vendor with the list of additional information he needs. Local emergency plans need to be updated “live” to keep them up to date.

IMT Project: Toby Prine reported the trailers are deployable. They are adding the radios (Great Bend reprogramming), chairs, and some minor equipment yet. The trailer at Colby has the outside graphics to complete. The plotters have not been purchased.

Budgeted training through 2008 is complete. The Liaison Officer training in Russell is complete. We should anticipate a second round of IMT training costs. The Northwest Region will host the PIO position specific course. We will have cost associated with the travel to the other courses as well. May 24 – 27, 2010 is the Safety Officer Training in the metro region. The two-year commitment for some of the IMTs is almost up. Those will have to be renewed. We have room on the teams yet if anyone wants to join.

Medical Surge Trailers: Deb Kaufman reported they are working on the change order for the trailers and she anticipates having it to Wesley Kendall by the end of the week.

Paul Thomas and Kris Smyth from the Kansas Fire Marshall’s Office reported on the available resources and personnel to our Region for bomb squad response and arson investigation.

Toby Prine reported he had copies of the bylaws available for those who do not have them.

With no further business, meeting adjourned. The next meeting of the Council will be May 10, 2010.

Respectfully submitted,

Deb Kaufman, Secretary

(These minutes are not yet Council approved.)