



**REGIONAL HOMELAND SECURITY COORDINATING COMMITTEE (RHSCC)
TRAINING AND EXERCISE SUBCOMMITTEE**

**9:00 am – 11:00 am
December 9th, 2011
MEETING SUMMARY**

Present:

John Callahan, Smithville Area Fire Protection District – Co-Chair
Betty Amos, Wyandotte County EMA
Mike Baughman, Wyandotte County EMA
Kevin Cluskey, Wyandotte County Public Health Dept.
Craig Duke, Kansas City Kansas Fire Dept.
Jennifer Fales, KCMO EM
Jim Imholte, HHS/ASPR/Reg 7
Mike Jenkins, North Kansas City Fire Dept.
Mike Latta, Kansas City Fire Dept.
Tim Lynch, Overland Park Police Dept.
Ross Marine, MRCKC
Bonnie Martin, KCMO Health Dept.
Mike O'Neal, Platte County Sheriff/EMA
Eric Ramsey, Lenexa Fire Dept.
Ed Reschke, Olathe Fire Dept.
Carolyn Wells, Liberty Hospital

MARC Staff: Steve Adukaitis, Aly Breeze, Greg Hook, Erin Lynch, Donna Martin

1. Welcome and Introductions

John Callahan started the meeting and introductions were made.

2. Approval of Agenda and Summary

John Callahan asked for a motion to approve the agenda and the September summary. Eric Ramsey motioned to approve, and Mike Latta seconded the motion. The motion was approved with none opposed.

3. Outcome of November Training and Exercise Planning Workshop

Steve Adukaitis gave a summary of the 2011 TEPW held November 1, 2011 with the results of follow up work on the suggestions. There were six (6) inter-disciplinary work groups that worked together to create a strategy to reduce the budget deficit for 2012 activities. A summary of group suggestions are as follows:

- Eliminate funding conferences – savings of \$151,000 and 46% deficit reduction.
- Send fewer attendees to conferences or limit the conferences to 15% of the budget (conferences now total 23%). Reducing the conference allocation to 15% has negligible effect.
- Hold more multi-discipline exercises to share the cost – it is difficult to have a true estimate on the cost of an exercise as costs are most likely to be incurred upon execution versus during design.

- Keep trainings on the 2012 calendar that are: mandatory, sustains regional assets, required to maintain certifications. Discipline specific workgroups could be formed to justify the needs of proposed activities.
- Consider eliminating events that have been stagnant, had low attendance rates in the past, and have provided minimal benefit to the region in the past – more research would need to be conducted on these items for a better evaluation of cost savings.
- Eliminate 40-hour trainings and keep shorter trainings – consideration would have to be given to the course in respect to whether it is a mandatory training or yields regional benefit.
- Reduce the number of ICS 300 and ICS 400 trainings held throughout the year – (currently there are 20 proposed ICS courses on the 2012 calendar). These trainings are cost effective as proposed.
- Increase the use of local trainers or subject matter experts – there is already a cadre of ICS 300 and ICS 400 instructors. Each committee would need to determine if there would be a more cost efficient delivery of the training by identifying a pool of the aforementioned trainers and subject matter experts.
- Use no or low-cost venues to conduct activities – facility fees have been minimal historically. Trainings are usually held at MARC or local agencies at no cost.

The Training and Exercise subcommittee discussed further suggestions as follows:

- Remove the activities that were carried over from 2011.
- Evaluate the Regional Improvement Plan from past exercises to prioritize required trainings and exercises.
- Each committee or subcommittee categorizes their proposed activities by “required” or “wish list”.
- Use regional resources versus contractors for exercise planning and execution.
- Regional exercises are assets to the regional teams (i.e. Heavy Rescue, Hazmat, Tactical)
- Each discipline to reduce their current budgeted proposals by 20% each.
- Hold one (1) ICS 300 and ICS 400 class each quarter for a total of 8 proposed classes for 2012.

The Training and Exercise subcommittee collectively recognized the need for a broad definition of “required” or “mandatory” training as some disciplines have standards they have to meet, which may be considered mandatory by agency. The committee requested that an email be sent out to each member with a list of 2011 activities that did not occur for their own analysis. Tim Lynch made a suggestion to possibly start reaching out to city and county managers (or other local officials) for assistance for regional trainings and exercises. John Callahan advised the committee members that they would need to come to the January 27th meeting with any changes to their respective activities as the proposed calendar for 2012-2013 will be submitted later that day to the RHSCC meeting for approval.

4. T&E Financial Review

Steve Adukaitis reviewed the current budget report. Steve reported that the exchange of funds has been requested and submitted to the Office of Homeland Security for approval. The exchange will assist in funding activities in 2013. Steve then reviewed the budget projections for the remainder of 2011 through 2013.

5. Training Update

Steve Adukaitis recapped the recent trainings that have occurred. The All-Hazards ICS Planning Chief was held December 5th-8th with 19 attendees. The Advanced Crisis & Emergency Risk Communications Media Training was held December 9th with 25 attendees.

The proposed activities for 2012 will go before the RHSCC for approval January 27th; therefore the committee opted to vote on upcoming activities that have been committed to with planning underway. Regarding the Advanced HazMat for Life Support training, Tim Lynch motioned to approve and Craig Duke seconded the motion. The training was approved with none opposed. Regarding RAPIO's Midwest Disasters 2.0 Social Media tabletop/workshop February 21-22, 2012, the committee requested an electronic vote once further information was given about the facility fees and related costs for the Sylvester Powell Community Center.

6. Exercise Update

- a. All Star Game TTX and Operations-Based Exercises – Jennifer Fales reported that the TTX was held November 17th at Kauffman Stadium. There were 11 agencies that participated. The scenario consisted of 2 (two) detonated bombs in the parking lot of the stadium and 1 (one) threat of a bomb phoned in on the day of the All-Star Game event. Jennifer reported that the TTX was successful in that they reached their overarching goals. The operations-based exercise will occur sometime close to March of 2012 prior to the start of the Royals season.
- b. Amber Waves – Steve Adukaitis reported that the next planning conference will be held January 11th and 12th at the Airport Hilton.

7. Missouri and FEMA TEPW Update

Steve Adukaitis reported that the Missouri Office of Homeland Security will establish a working group of representatives from the region to assist with creating a budget with the state funds for the years following the end of UASI funding. In 2013 FEMA will host a hurricane based exercise with Missouri to participate as being a recipient of the evacuees. Steve further reported that FEMA has distributed the latest National Preparedness Plan.

8. Next Meeting

The next meeting will be January 27th, 2012.