



**REGIONAL HOMELAND SECURITY COORDINATING COMMITTEE (RHSCC)  
TRAINING AND EXERCISE SUBCOMMITTEE  
9:00 am-11:00 am  
September 24, 2010  
MEETING SUMMARY**

**Present:**

Todd Ackerson, Kansas City Fire Department  
Betty Amos, Wyandotte County EMA  
Les Boatright, Kansas City Power & Light  
John Callahan, Smithville Area Fire Protection District - Chair  
Kevin Cluskey, Unified Gov. Wyandotte County Public Health Dept.  
Adam Crowe, Johnson County Emergency Management  
Craig Duke, Kansas City, Kansas Fire Department  
Todd Farley, Central Jackson County Fire Protection District  
Ian Hiscock, 73<sup>rd</sup> Civil Support Team  
Tim Lynch, Overland Park Police Department  
Donna Maize, Kansas City Fire Department  
Ross Marine, Medical Reserve Corps (MRC) Chair  
Bonnie Martin, Kansas City, Missouri Public Health Department  
Michael O'Neal, Platte County Sheriff's Emergency Management  
Ed Rescke, Olathe Fire Department  
Ed Turner, Kansas City Metro Tactical Officers Association  
Steve Williams, Truman Medical Center  
Gary Wilson, Overland Park Fire Department  
Keith Yoder, Kansas Homeland Security  
Feng Zhang, 73<sup>rd</sup> Civil Support Team  
MARC Staff: Greg Hook, Kristine Martin, Lisa Elsas, Kourtney Woodbury, Paul Czaszewicz, Keith Faddis

**1. Welcome and Introductions**

John Callahan opened the meeting. Introductions were made.

**2. Approval of Agenda and Summary**

Todd Ackerson motioned to approve the meeting's agenda and August meeting summary. The motion was seconded by Craig Duke. All members were in favor, none opposed.

**3. Training Request**

Lisa Elsas presented two training requests.

- a. 5<sup>th</sup> Annual Homeland Security Professionals Conference, October 25-29, 2010 presented by the Law Enforcement Subcommittee to send 1 representative from the tactical response team of the Kansas City Missouri Police Department to this conference in Las Vegas. The amount requested is \$2,200.00. Keith Faddis noted that the training received would be shared with the other members of the tactical group. A motion was made and seconded to approve this request.

- b. Todd Ackerson presented a request from the Heavy Rescue Group for the Rope and Confined Space course. This is a \$4,000.00 request for these two certification courses blended together, which are foundational to the Heavy Rescue work. It will take place over six days, and the cost comes to \$86.95/student. A motion was made and seconded to approve this request.
- c. Todd Ackerson also wanted to mention that an Extrication course was scheduled in October and November, but was requesting to push it back to the second quarter in 2011. The funding is already approved, but they were waiting for the curriculum to be finalized by MU. Committee agreed to support the change in dates.

#### **4. Training and Exercise Planning Update**

Kristine Martin reminded the committee of the Tuesday, Nov. 2<sup>nd</sup> date for the TEPW, and asked for RSVP's to be sent to Kourtney Woodbury or Lisa Elsas by October 8<sup>th</sup>. This will be the 5<sup>th</sup> annual workshop where the Multi-Year Calendar will be extended an additional year. The current calendar is through 2012. Committees have been asked to do homework prior to the Nov. 2<sup>nd</sup> meeting. E-mails were sent to the committee leads earlier in the week and they were asked to respond by October 15. A small work group from this committee will meet on October 22 to review the proposals to make sure there are no schedule conflicts or questions about grant eligibility. The members are being asked to consider the events needed for training and exercise in the next 3 years (2011-2013). Events must tie to the regional strategy plan and the Department of Homeland Security's target capabilities. Kristine referred to the 3 purple handouts (1. T&E Target Capabilities Notes & Gaps from the Regional Capabilities Assessment; 2. Regional Improvement Plan Matrix; 3. Training Resources) as reference materials for committees to use as they discuss their needs.

Lisa then discussed the ICS program on the blue handout. There has been a total trained-to-date in 2010 of 297, with 11 instructors. The back of the sheet displays the 2011 open enrollment offerings, which begin in February, due to a past trend of low enrollment in January. \$13,335 is budgeted for the open enrollment courses, including six 300-level courses and 5 400-level courses. To remain consistent with this year's program, staff propose a budget for County Emergency Management courses in the amount of \$9,600.00 to cover the 9-county area. Lisa pointed out that enrollment has been above the minimum of 15, and a few have gone over the limit of 40, but still has been manageable. Chair Callahan asked about the possibility of setting aside money for other specialty courses, such as PIO. Kristine mentioned that would correspond with corrective actions from previous exercises that mention the need for ICS position-specific training. Keith Yoder mentioned that the state of Kansas is already providing this training through a contractor. Kristine discussed options with the State of Missouri officials who mentioned the possibility of going through EMI to provide training because of the lower cost. Because of the successful ICS 3030/400 program, the committee supported the idea of setting aside some grant funds to plan to offer the position-specific training next year. This can be discussed more at the TEPW.

Keith asked if the committee wanted to offer the HSEEP course again, noting that we are already hosting the course October 26-28, and T&E funds have been set aside for this, which is a pre-requisite for the Master Exercise Practitioner program. The committee was supportive of the idea of offering 1-2 of these sessions per year. This would also be finalized at the TEPW. Mike O'Neal mentioned a possible request by the Area Maritime Security Committee for a tabletop exercise in September, 2011, in partnership with the Coast Guard. The State of Missouri is starting to move some of their traffic from the road to the Missouri River waterway, and this should heighten awareness of the possible threats involved with this.

## 5. Exercise Activities & Planning Update

Kourtney Woodbury presented the Exercise update on the following events:

### a. **Update Exercise Perfect Storm Wrap-up**

Kourtney Woodbury provided the update on the Executive Summary for Exercise Perfect Storm conducted in April, 2010. This summary provided the highlights and key exercise details, including the number of participants (339), not including the area hospitals. The summary also contains the regional strengths and areas of improvement that were identified, which starts on page 6 of the report. If anyone wants a copy of the AAR, it is available on CD, as it is a lengthy report. Todd Farley mentioned that Items 13.2 & 13.3 on the report are similar recommendations from the 2007 Hazmat Exercise regarding ICS form use and noted that training may be needed on the standard ICS forms similar to training previously provided on how to produce them electronically.

### b. **Port Security TTX**

Mike O'Neal provided a report on the tabletop exercise held earlier this month. The exercise brought together about 30 stakeholders to discuss response activities to an incident on the river.

### c. **MECC Simulated Test Functional Exercise**

Kourtney reported the MECC Simulated Test Exercise will be conducted October 2, 2010, and the Final Planning Conference is on September 29, 2010. She also indicated the After Action Conference would be conducted October 9, 2010 and the AAR/IP will be delivered by the end of the year.

### d. **Region A Northern and Southern District Exercise**

Kourtney reminded the committee that the exercise will take place on October 5. Some of the updates included the American Red Cross planning to open a warming shelter, as well as a SimCell being established to facilitate coordination between the Metro and the Regional Healthcare Coordination Center. This was highlighted as an area to improve from last year's exercise.

### e. **Hospital Evacuation Exercise - Exercise Date: October 13, 2010**

Kourtney reported that the design team is currently working to identify administrators from each hospital to attend the exercise. The exercise will be a discussion on events requiring complete evacuation of a hospital. Planning issues will be discussed such as management of personnel and equipment resources, integrating with jurisdiction's ICS, technology systems and recovery considerations for the evacuated facility. Each hospital will receive exercise materials to be able to run their own internal functional exercises on the same topic beginning on October 20. They will have until the end of the year to complete these.

Steve informed the group that unfortunately they (hospital subcommittee) recently found out that there is also a forum taking place on the same day being held in the city regarding the new health care reform. There are a lot of folks who are attending and this may conflict with the October 13 exercise attendance. This will be discussed at the next exercise design team meeting.

### f. **Public Health Exercise**

Kourtney reported that the Public Health Exercise will take place April 18-21, 2011. The application for contract support from the FEMA Regional Exercise Support Program applied for has been approved. The next exercise design team meeting is scheduled for October 1, and a meeting with contract lead support will take place on November 5 to conduct the Initial Planning Conference. There are currently 15 LPHA's signed on for the exercise and all 15 public health organizations have agreed to participate on the first day of exercise play. Participation varies on Day 2 & 3. Day 4 will consist of a controller/evaluator debriefing of the week's events.

**g. NLE - Exercise scheduled the week of May 16-20, 2011**

Kourtney Woodbury reported on the Region A Tabletop exercise hosted by SEMA occurred on September 9. Those who attended thought it was of value and were exposed to planning concepts that could possibly help in the region. The Regional NLE workgroup meeting met September 13 where the regional Multi-Agency Coordination concept was addressed. The Plans Subcommittee will continue that discussion and help the design team identify how best to exercise the regional coordination components of reception and care during day 4 of the exercise.

**h. FRMAC – Amber Waves**

**Week of September 24, 2012 [This is an updated date since the August T&E meeting]**

Kristine Martin reported on the pre-Concepts and Objectives meeting held September 8-9, 2010 for the Amber Waves exercise. Kristine noted that the report was based on her notes from the 2-day meeting and invited others' contributions who also attended the meeting. The exercise date was changed to the week of September 24-28, 2012. It will be a 3-day exercise running 12 hours/day at least for federal exercise play. The exercise will be a radiological dispersion device and will cover a multi-state area: MO, KS, & IA. The counties who expressed a level of commitment are Wyandotte, Leavenworth and Johnson in Kansas. Kansas is interested in the testing, evacuation relocation, and population monitoring components. The State EOC will be active at some level to support the counties' activities. Missouri's Department of Health and Senior Services will exercise operational components of population monitoring, and the activation of their departmental operations center. Iowa was mainly looking at the agricultural consequences and partial EOC activation. Leavenworth County was interested in an initial 4 hours of the exercise. Then IMT personnel would rotate through shifts to provide the local interaction that the federal agencies need to conduct their exercise. Kristine ended her report referring to the last section at the back of the handout regarding the follow-up that would be related to the Kansas City Metro regional involvement in the exercise and noted future planning meetings.

Keith then added that the FRMAC officials conducted a site visit to the fairgrounds after the meeting. Something will actually be detonated with radiation readings (alpha, beta and gamma). Population monitoring will be a big concern, especially if there is a large plume. The Department of Energy will be the lead federal agency; with Kim Steves is the best contact from KDHE.

## 6. Incident Command System (ICS) Training Program Update

Lisa Elsas already covered the ICS training during the update in Item 4.

## 7. Non ICS Trainings / Previously Hosted and Upcoming

Lisa Elsas reported the General Account Fund Balance was \$158,077.00. This includes funds from any activities that were cancelled or not scheduled. The two recently approved events will come from the general activity fund. Kristine mentioned that the TEPW “re-ups” the budget, and any events that were budgeted and did not occur must be resubmitted with new budgets at the beginning of the year.

Lisa reported the last two events for the 3<sup>rd</sup> Quarter:

- a. Hospital WebEOC – 2 sessions, one in the morning, and one in the afternoon. Steve Williams reported that those on his staff who attended thought the class was great and appreciated the value of it. Per Lisa, more than 15 were in attendance for each session.
- b. Todd Ackerson reported that the K-9 course was scheduled for later today (9/24) and tomorrow (9/25), with Shirley Hammond providing the training. She is nationally recognized in canine search and rescue and has authored books on the topic which have been ordered and distributed to the registrants.

Lisa reported on the upcoming 4<sup>th</sup> Quarter events:

- a. The *Advanced Crisis and Emergency Risk Communications/ Media* training has been re-scheduled for October 21, 2010 in Independence, Missouri. The training is focused on Public Health persons, but is open to other disciplines with interaction with the media. The Public Health Subcommittee Meeting has been cancelled on October 21<sup>st</sup> to accommodate the rescheduling of this training.
- b. The *Basic Disaster Life Support* (8 hour) and *Advanced Disaster Life Support, ADLS* (16 hour) trainings are scheduled October 28, 2010 and October 29-30, 2010 at the Kansas City University of Medicine and Biosciences. The BDLS course is a prerequisite for the 2-day ADLS course. Recruitment is in progress by the Medical Reserve Corps for Saturday volunteers to be “victims” for the training.
- c. The *Homeland Security Exercise and Evaluation Program (HSEEP)* course is scheduled October 26-28, 2010 at Johnson County Office of Emergency Management and is open for registration.
- d. *Street Smart for HazMat* on November 15-17, 2010 at the Eastwood Trafficway location. The online flier is in progress.
- e. *Psychological First Aid Training* on November 22, 2010 is free and open to 40 participants.
- f. The Kansas City Metro Disaster Tactical Response Team is hosting the performance level 40-hour tactical operations training at the end of November. The training provider is LSU.

## 8. Emergency Services Online Calendar Update

### *Event Calendar Transition*

Lisa reported that the new event calendar is now live on the MARC website. There are still some kinks that need to be worked out, and research is still being done to be able to distinguish between types of events. There is no cost to the T&E Committee to use this calendar, as the cost has been incurred by MARC.

## 9. Other Business

Lisa announced that the Missouri Office of Homeland Security is hosting their annual TEPW on October 20, 2010 in Jefferson City. It is a one day event that will be attended by the MARC staff. There is an online survey that needs to be completed prior to the workshop.

Keith mentioned the 4<sup>th</sup> Annual All Hazards Training & Education Conference in December in Denver. He attended last year's conference in Houston, and noted it was very good. He stated that it might be worthwhile attending. The State of Kansas is sending 10 people, including Chuck Magaha. It is focused solely on ICS. The committee agreed that staff should research the possibility of sending a team of people to the conference to learn more about how to rollout the ICS position-specific training program.

## 10. T&E Committee Meeting Schedule through December 2010

The meeting schedule was discussed through the end of the year. The following changes were made.

October 29, 2010 – meeting cancelled due to the proximity of the TEPW on Nov. 2

November 26, 2010 – cancel due to Thanksgiving

December 31, 2010 – cancel due to New Year's Eve.

A committee meeting will be held December 17 to discuss outcomes of the TEPW and review the Multi-year calendar.

The meeting was then adjourned.

### *Handouts:*

*T&E Summary 082710*

*Regional Training & Exercise Subcommittee Training Request Form*

- *5<sup>th</sup> Annual Homeland Security Professionals Conference & Exposition*
- *Intro/Rope/Confined Space*

*Update on Regional Exercise Activities for T&E Subcommittee*

*MYC Qtr. 4, 2010*

*ICS Training Program Update as of 092410*

*Advanced Crisis and Emergency Risk Communications/ Media Flier*

*Homeland Security Exercise and Evaluation Program Flier*

*Basic and Advanced Disaster Life Support Flier*

*Perfect Storm After Action Report and Improvement Plan*

*Training & Exercise Target Capabilities – Notes & Gaps*

*Regional Improvement Plan Matrix*

*Training Resources*

*Amber Waves 2012 Exercise Update as of September 10, 2010*