



KENTUCKY EMERGENCY MANAGEMENT

Andy Beshear
Governor

Boone National Guard Center
100 Minuteman Parkway
Frankfort, KY 40601-6168

Dustin S. Heiser
Interim Director

Kentucky Qualification System (KQS)

Incident Management Team Qualification Review Board

Mr. Dustin Heiser, KYEM
(Chair)

Mrs. Angela Kik, KDPH

Mr. Terry Wattenbarger,
State Fire Rescue Training

Maj. Darren Stapleton, KSP

Mr. Wayne Briscoe, KBEMS

Mrs. Randi Feltner, KYTC

Mr. Bob Stephens, KYEM

Mr. James McCloud,
KDEP-ERT

Mr. Ian Burkett, KYEM

Mr. Jordan Yuodis,
AMFEMS

Mr. Rob Blair, KDEP- ERT

Mr. Daniel Newcomb,
KYEM

Mr. Edward Meiman,
Louisville Metro EMA

Mr. Ryan Hembree, KYEM

Mr. Doug Hargreaves,
KYEM

Dr. Charlie Harris, KYEM,
Secretary, Nonvoting

Fourth Meeting

PowerPoint Used for Guiding the Meeting Is
Attached at the End of These Minutes

Date: 30 January 2024

Location: Room 208, Emergency Operations Center,
Boone Center, Frankfort, KY 40601

Call to Order: Mr. Dustin Heiser, ADO, at 1:37 PM

Roll Call: Fifteen of the sixteen board members
were present virtually or in-person. This constituted a
quorum. Mr. Daniel Newcomb was excused.

Director's Comments: Mr. Heiser started the meeting
by thanking everyone for their work on the board. Mr.
Heiser complimented the board for accomplishing a
lot of high quality work in a short amount of time.

Introductions: No introductions were necessary.

Reading and Approval of Minutes: Mrs. Angela Kik
moved to approve the January 4, 2024 minutes
as written, and Mr. Bob Stephens seconded. The
board unanimously approved the minutes.

Meeting Agenda and Objectives: Mr. Heiser
covered the agenda and objectives. The major
portions of the agenda and meeting objectives were:

- (1) Make Any Final Changes and Approve the Complete KQS SOG.
- (2) Review KQS Milestones for the Next 45 days.

(3) Conduct a General Update on the Status of KQS.

KQS Milestones in the Next 45 Days: Dr. Harris discussed the KQS milestones for the next 45 days. These milestones included:

- (1) Update the KQS Website on January 31, 2024.
- (2) Publish the KQS SOG on February 1, 2024.
- (3) Provide KQS Instruction at the KY-1 IMT Training, February 6 through 8, 2024.
- (4) Conduct Training for the IMT QRB, Starting in March 2024, About KQS Processes Including Historical Recognition.

Report from the First Emergency Operations Center (EOC) Assistance Team QRB Meeting: Mr. Heiser stated that the EOC Assistance Team QRB met for the first time on January 17, 2024 with over 15 members in attendance, including Emergency Support Function (ESF) liaisons in the State Emergency Operations Center (SEOC). Mr. Heiser related that this QRB would ultimately concentrate upon the 10 SEOC positions determined by FEMA Region IV states as the most important in any state. Mr. Heiser also said the board would work on job action sheets, or very basic PTBs, for the liaison positions in the Kentucky SEOC. Mr. Heiser outlined a strategy whereby the certification and credentialing would occur at the state level first and then to progress to local emergency management employees who wish to work at the SEOC, and then ultimately extend to local EOC personnel who wish to assist other local EOCs. Mr. Heiser emphasized that certification and credentialing would be a voluntary process, even for persons on the board.

KQS Training for KY-1 IMT Personnel in February: Dr. Harris reviewed the upcoming training for IMT personnel. He said the instruction would emphasize the KQS SOG, particularly Historical Recognition, and that helpful checklists were being developed.

Review of the SOG: The board reviewed the draft SOG page by page and made slight editorial changes. The QRB recommended to delay the publishing of the SOG's Decertification and De-credentialing Section in order for the Board and the Advisory Committee to gain consensus. Mr. Doug Hargreaves moved to approve the SOG with edits and with the Decertification and De-credentialing Section to be published in the future. Mr. Jody Meiman seconded, and the motion carried without dissent.

Next Steps – the QRB's Next Meeting: The board gained consensus to schedule its fifth meeting on Tuesday, March 12, at 1:30 PM.

Public Comments: None.

Adjournment: With no further business to discuss, Mr. Ryan Hembree moved to adjourn and Mrs. Kik seconded. The board voted unanimously to adjourn at 2:47 PM.

Attachments: IMT QRB Slidedeck 30 JAN 24 (PowerPoint).