



## KENTUCKY EMERGENCY MANAGEMENT

**Andy Beshear**  
Governor

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

**Eric Gibson**  
Director

### **Kentucky Qualification System (KQS) Advisory Committee**

Mr. Dustin Heiser, KYEM  
(Chair)

Mr. Steve Brukwicki,  
KYEM

Mr. Drew Chandler,  
Woodford County EM

Mr. Michael Froelich,  
EEC

Mr. Grant Gillion, KDPH

Ms. Jennifer Hitch, KYEM

Mr. Marc Rudder, KY Fire  
Commission

Mr. Todd Schulkers,  
Kenton County HS/EM

Mr. Kevin Vogelpohl,  
Boone County EM

Mr. Jason York, KYEM

Mr. Garth Wireman,  
KENA-APCO

Ms. Charla Sands, DMA,  
Legal Counsel, Nonvoting

Dr. Charlie Harris, KYEM,  
Secretary, Nonvoting

## **Eighth Meeting**

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

**Date:** 13 May 2024

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

**Call to Order:** Dr. Charlie Harris at 10:06 AM.

**Roll Call:** Eleven of the thirteen committee members  
attended virtually or in-person. Mr. Jimmie Hampton,  
KDPH, attended for Mr. Grant Gillion. Mr. Steve  
Brukwicki and Ms. Charla Sands were excused. This  
constituted a quorum.

**Director's Comments:** Director Eric Gibson introduced  
himself to the committee members and thanked  
everyone for their work on the committee. Director  
Gibson noted the significant amount of work the  
committee has accomplished.

**Introductions:** There were no other introductions.

**Reading and Approval of Minutes:** Mr. Jason York  
moved to accept the minutes from the previous  
meeting as written. Mr. Drew Chandler seconded, and  
the minutes were unanimously approved.

**Meeting Agenda and Objectives:** Next, Mr. Heiser  
covered the agenda and objectives. The major  
meeting objectives were:

(1) General Update on the Status of KQS.

- (2) Review Sample Historical Recognition (HR) Packets.
- (3) Decertification and De-Credentialing Discussion.
- (4) Approval of Revised Timeline.

**KQS SOG Update:** Committee members discussed the current status of KQS, noting that the program was in a good and appropriate position at the present time. The committee reiterated their collective support for September 2024 as the starting month for increased emphasis on Historical Recognition (HR). The committee reasoned HR must occur at the beginning of the implementation of KQS, in order to build a team of evaluators and mentors for the issuance of Position Task Books (PTBs) to requesting persons.

**Sample HR Packets:** Dr. Charlie Harris provided all committee members with copies of possible HR submission packets. Members received one for each possible submission to the Qualification Review Boards (QRBs): Procedure A (PTB), Procedure B (Portfolio), and Procedure C (Hybrid). Dr. Harris highlighted key aspects of the sample packets, and he said the packets would be made available to anyone interested.

**Decertification and De-Credentialing Discussion:** The main part of the meeting centered upon the drafting of a section on Decertification and De-Credentialing in the KQS SOG. Ultimately, four members volunteered to meet in the near future, with representation from the QRBs, to work up a draft section for the committee's review at the next meeting. The four persons who volunteered to serve on the subcommittee were: Mr. Chandler, Mr. Schulkers, Mr. Vogelpohl, and Mr. York. Dr. Harris took specific notes of the committee's discussion and said he would provide them at the subcommittee's meeting for further development.

**Approval of Revised Timeline:** Having already decided in a previous meeting for a "soft opening" during the Summer of 2024, the Committee outlined and approved some key actions in order to allow greater visibility of KQS, and particularly HR, in the fall. These actions included a presentation during the Kentucky Emergency Services Conference in early September, and HR-oriented instruction during the fall KY-1 IMT training event. Overall, the committee set a goal to do everything possible to support the submission of HR packets by the end of calendar year 2024. Mr. York made the motion to accept the revised timeline, and Mr. Kevin Vogelpohl seconded. The vote was unanimous.

**Next Steps – the Advisory Committee's Next Meeting:** The committee gained consensus to schedule its ninth meeting for Monday, August 26, 2024 at 10:00 AM.

**Public Comments:** None.

**Adjournment:** With no further business to discuss, Mr. Chandler moved to adjourn, and Mr. Vogelpohl seconded. The committee voted unanimously to adjourn at 11:20 AM.

**Attachments:** Advisory Committee Slidedeck 13 MAY 24 (PowerPoint).