



KENTUCKY EMERGENCY MANAGEMENT

Andy Beshear
Governor

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

Dustin S. Heiser
Interim Director

Fifth Meeting

**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

Maj Darren Stapleton,
KSP

Mr. Kevin Vogelwohl,
Boone County EM

Mr. Jason York, KYEM

Ms. Charla Sands,
DMA, Legal Counsel,
Nonvoting

Dr. Charlie Harris,
KYEM, Secretary,
Nonvoting

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

Date: 18 December 2023

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

Call to Order: Mr. Dustin Heiser, ADO, at 10:05 AM

Roll Call: Eleven of the thirteen committee members
were present. Maj. Stapleton and Ms. Charla Sands
were excused.

Director's Comments: Mr. Heiser initiated the meeting
by thanking everyone for attending and noting four
members were attending virtually.

Introductions: No introductions were necessary.

Reading and Approval of Minutes: Mr. Todd Schulkers
moved to approve the October 30, 2023 minutes as
written, and Mr. Drew Chandler seconded. The
minutes were unanimously approved by the
committee.

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

- (1) Make Any Final Changes and Approve KQS SOG
Position Task Book Portions.
- (2) Decide KQS Mission and Vision Statements.

(3) Consider Addition to IMT QRB.

(4) General Update on KQS Status.

KQS Mission and Vision Statements: The committee reviewed the proposed mission and vision statements developed from the Special Advisory Committee meeting on December 4. The Committee unanimously approved the following Mission Statement: *Kentucky Qualification System (KQS) Validates Standardized Skills And Competencies For Individuals Managing Complex Incidents and Events*. The Committee also unanimously approved this Vision Statement: *Credentialing The Professionals of Today For The Incidents and Events of Tomorrow*.

Policy and Procedures Subcommittee Report: Members of the subcommittee stated they have continued to meet on a regular basis, and they discussed their work in creating the Position Task Book Section of the KQS SOG. They said it was ready for Advisory Committee review, scheduled as an agenda item for later in the meeting. The subcommittee also reported they would meet after today's Advisory Committee meeting to complete the SOG section addressing Historical Recognition of Prior Learning and Experience (HR).

Possible KQS Addition to KRS: Dr. Charlie Harris briefed the committee that more coordination was needed with partner agencies before moving forward with the modification of KRS 39A.050. The objective of the modification was to add the following or similar language to the KRS, in support of KQS: "To institute and maintain the Kentucky Qualification System, or KQS, in the Commonwealth. As the Authority Having Jurisdiction, KQS establishes qualification procedures, certification programs and credentialing standards for professionals involved in disaster and incident management, including Incident Management Teams and Emergency Operations Centers." Dr. Harris and Mr. Michael Froelich discussed both of their agencies meeting to discuss the potential KRS revision in January or February of 2024. Dr. Harris said KYEM would conduct interagency coordination in 2024. He said KYEM would work with the Advisory Committee to make a decision later in the calendar year as to whether or not to move forward with the proposed change.

Review and Approval of KQS SOG Section on Position Task Books: The committee reviewed the SOG Position Task Book Section, put together by the Policy and Procedure Subcommittee. This section covered how to submit a packet to a QRB for certification and credentialing, based primarily upon a completed Position Task Book. Mr. Schulkers moved to accept the section with the revisions noted in the committee's discussion, and Mr. Jason York seconded. The committee unanimously approved the section with the agreed to edits, such as correcting several of the ICS class names in an illustration, making the "PTB Qualifying Events Chart" more readable, and as much as possible, ensuring the section also possessed basic EOC Assistance Team guidance, in addition to the IMT guidance.

Review of the KQS Implementation Timeline: The Advisory Committee reviewed the proposed timeline for 2024 and provided input for the nominated KQS milestones. Committee discussions included the need to support KY IMT-1 Training from 6 to 8 FEB 24 with KQS-related information. The committee noted this information could encompass such important topics as certification and credentialing to the dates of applicable ICS classes in the state. Additionally, committee members discussed updating the KQS Timeline to add a meeting to brief the KYEM Area Managers in April about KQS, and the committee also mentioned to place on the timeline when Mr. Schulkers would be teaching Type 4 and 5 IMT courses at the Fire School.

Addition of 9-1-1 and Urban Search and Rescue (USAR) Representatives to the IMT QRB: Mr. Dustin Heiser discussed the recent personnel additions to the IMT QRB. Mr. Heiser reported that the IMT QRB unanimously voted to add the 9-1-1 and USAR Representatives to their board. Since the Advisory Committee had already approved the 9-1-1 Representative, Mr. Schulkers moved to approve the addition of the USAR Representative, and Mr. Chandler seconded. The motion passed unanimously. The IMT QRB now consists of 16 voting members, with a total of 17 members.

Review of KQS Webpage: Dr. Harris displayed the relatively new KQS webpage, which is part of KYEM's web presence. Dr. Harris showed the recent webpage additions, including meeting minutes from the IMT QRB.

Next Steps – the Advisory Committee's Next Meeting: The committee gained consensus to schedule its sixth meeting on Monday, January 29 at 10:00 AM.

Public Comments: None.

Adjournment: With no further business to discuss, Mr. Kevin Vogelpohl moved to adjourn and Mr. Steve Brukwicki seconded. The committee voted unanimously to adjourn at 11:37 AM.

Attachments: Advisory Committee Slidedeck 18 DEC 23 (PowerPoint).