



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

Third Meeting

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

Date: 4 January 2024

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

Call to Order: Mr. Dustin Heiser, ADO, at 1:07 PM

Roll Call: Fifteen of the sixteen board members
were present, which constituted a quorum. Maj.
Stapleton attended online. Mrs. Jessica Mitchell
attended for Mr. Ryan Hembree.

Director's Comments: Mr. Heiser initiated the meeting
by thanking everyone for their service on the
committee. He emphasized that each member's
subject matter expertise was what was most
important to the board.

Introductions: This was the first meeting for the Urban
Search and Rescue (USAR) Representative, Mr.
Doug Hargreaves, who was introduced to the board.

Reading and Approval of Minutes: Mr. Ian Burkett
moved to approve the November 16, 2023 minutes as
written, and Mr. Terry Wattenbarger seconded. The
minutes were unanimously approved by the
committee.

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

- (1) Board Pictures.
- (2) Make Progress on Establishing Historical Recognition of Prior Learning and Experience (HR) Guidelines for KQS.
- (3) Increase Understanding of the Board's Upcoming Work and the KQS Implementation Timeline.

Committee Pictures: A KYEM Public Information Officer (PIO), Mr. David Davis, took pictures of board members before the meeting.

Review of KQS Website: 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, in addition to the minutes from the Advisory Committee. Dr. Harris stated the website would have links to Position Task Books (PTBs), access to the KQS SOG, Advisory Committee and QRB composition, recent news about KQS, and the like.

Current IMT Board Membership: Mr. Heiser and Dr. Harris discussed the current status of the board's membership. There is one position remaining to be filled – the 911/ Telecommunicator Representative. With the two new additions to the board, the USAR and 911/ Telecommunicator Representatives, 16 subject matter experts now compose the IMT QRB. The KYEM Assistant Director of Operations (ADO) serves as the 17th member.

Status of KQS Committees: The board reviewed the current status of all of the committees supporting KQS. At the time of this meeting, the Advisory Committee has met 5 times and has 100% of its members. After talking about the IMT QRB's status, Mr. Heiser highlighted the first meeting of the EOC Assistance Team QRB, planned for January 17th. Mr. Heiser stated that invitations had already been sent out to potential board members, who would first concentrate upon the State Emergency Operations Center (SEOC). He emphasized that HR or PTB completion would not be a requirement for work in the SEOC. After the 17th, he emphasized, all KQS committees will be operational.

Sixty Day KQS Calendar: Dr. Harris talked about the significant KQS milestones for the months of January and February 2024. The main milestone briefed was the completion of the KQS SOG by the end of January and its subsequent dissemination. Board members noted the SOG's importance to the KY-1 IMT training planned for February 6 to 8 in Lexington. There, the KYEM Training and Exercise Section will provide assistance to IMT members, covering such topics as the upcoming IMT-related training opportunities to the review of items in an HR packet. Mr. Heiser also stated the KYEM Training and Exercise Section could support Type 3 IMT training wherever there was a need, throughout the Commonwealth, in any region.

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

Historical Recognition of Prior Learning and Experience (HR) Guidelines for KQS: The QRB reviewed the complete section on HR and unanimously approved it with provided edits. In the board's discussion, Mr. Heiser highlighted the three options for HR submissions to the board. Applicants may choose Procedure A, Procedure B, or Procedure C. Some of the board's edits included developing a way for HR candidates to be assessed for their interest and potential as future KQS evaluators and making sure candidates provide a professional resume as part of their packet.

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

Public Comments: None.

Adjournment: With no further business to discuss, the board voted unanimously to adjourn at 2:47 PM.

Attachments: IMT QRB Slidedeck 4 JAN 24 (PowerPoint).