



KENTUCKY EMERGENCY MANAGEMENT

Andy Beshear
Governor

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

Jeremy C. Slinker
Director

Inaugural Meeting

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

Date: 14 September 2023

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

Call to Order: Mr. Dustin Heiser, ADO, at 1:35 PM

Roll Call: Twelve of the 15 positions on the IMT QRB
were filled. Mrs. Angela Kik and Mr. Ryan Hembree
were excused. The Energy Representative remains
unfilled.

Leadership's Comments: Mr. Heiser started the
meeting by thanking everyone for attending, and then
he highlighted the important work that the board
would perform in the future in support of the Kentucky
Qualification System (KQS).

Introductions: After the Leadership Comments, board
members introduced themselves.

Reading and Approval of Minutes: There were no
minutes to approve since this was the first meeting
of the board.

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

- (1) Establish the IMT QRB to Support Implementation
of KQS in the Commonwealth.

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

Dr. Charlie Harris, KYEM,
Secretary, Nonvoting

(2) Facilitate Understanding of the Board's Role and the Road Ahead.

National Qualification System and the Kentucky Qualification System: Dr. Harris talked about NQS and how the goal of this initiative centers upon the qualifying, certifying, and credentialing of deployable emergency personnel. Dr. Harris further mentioned that KQS represents the implementation of NQS in the Commonwealth. He mentioned that KQS is in its beginning stages with the recent forming of an Advisory Committee to help provide overall direction of KQS and for this board to concentrate upon qualifying personnel to serve on Type 3 Incident Management Teams (IMTs).

Qualification Review Board (QRB) Staffing and Workflow: Next, Mr. Heiser presented the current makeup of the board, which consists of 14 voting members representing 12 separate organizations and/or functions. Adding to this number the board chair, the board consists of a total of 15 members. Mr. Heiser continued and showed the workflow of a Basic Certification Packet (BCP) coming from an individual to the QRB for review and evaluation. Upon review, if the contents of the BCP were sufficient, the Board could recommend the individual's certification and credentialing to the Advisory Committee. On the other hand, if the packet's contents were not sufficient, the QRB would return the BCP to the individual.

KQS Timeframe and Project Status: After discussing staffing and workflow, the board talked about the KQS Timeline and the current status of the project. The overall objective is to get the IMT QRB operational, and KQS guidance to the field, all by the end of the year.

Certification and Recertification: The committee discussed recertification of IMT members and how that step is just as important as the members' initial certification. Several board members mentioned that requiring specific classes for particular positions was very important, such as the Type 3, All Hazards Incident Management Team (305) Class. The discussion also moved to the concept of Recognition of Prior Learning (RPL) whereby seasoned professionals may receive credit for past experiences and not start from the beginning with a Position Task Book (PTB). Mr. Heiser said RPL will be emphasized in the beginning of the board's work to create the necessary coaches and evaluators for the PTBs.

Next Steps – IMT QRB: Mr. Heiser stated the next board meeting would focus upon the business rules of the QRB as being developed by the Policy and Procedure Subcommittee of the Advisory Committee.

Next Steps – the QRB's Next Meeting: The board reached consensus to schedule its second meeting on November 16th at 9:00 AM.

Public Comments: None.

Adjournment: With no further business to discuss, the committee adjourned at 2:35 PM.

Attachments: IMT QRB Inaugural Meeting 14 SEP 23 (PowerPoint)