



## KENTUCKY EMERGENCY MANAGEMENT

**Andy Beshear**  
Governor

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

**Jeremy C. Slinker**  
Director

### Second Meeting

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

**Date:** 16 November 2023

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

**Call to Order:** Mr. Jerrod Dean, BM, for Mr. Dustin  
Heiser, Chair, at 9:05 AM.

**Roll Call:** Eleven of the 15 positions on the IMT QRB  
were present. Mr. Heiser, Mr. Wayne Briscoe, Mr.  
Jordan Yuodis, and Mr. Daniel Newcomb were  
excused. The Energy Representative remains unfilled.

**Leadership's Comments:** Mr. Dean started the meeting  
by thanking everyone for attending, and stated he  
was filling in for the Chair, Mr. Heiser, who was  
out-of-town to attend KYEM-related meetings.

**Introductions:** No introductions were necessary.

**Reading and Approval of Minutes:** Mr. Terry  
Wattenbarger moved to approve the September 14,  
2023 minutes as written, and Mr. Bob Stephens  
seconded. The minutes were unanimously approved  
by the committee.

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

#### **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

- (1) Make Progress on Establishing Business Rules for the QRB.
- (2) Further Understanding of the Board's Upcoming Work.
- (3) Decide the Board's Public Face Online.

**Summary of the National Qualification System and the Kentucky Qualification System**

**(KQS):** As a way to begin the meeting, Mr. Dean reviewed NQS and how the goal of this national initiative concentrates upon the qualifying, certifying, and credentialing of deployable emergency personnel. Mr. Dean emphasized that KQS represents the implementation of NQS in the Commonwealth. He further stated implementation is a requirement for all states and territories that receive Emergency Management Performance Grant (EMPG) funding.

**Review of Basic Incident Management Team (IMT) Organization and Positions:** Next, Mr. Dean discussed basic Incident Command System (ICS) and Incident Management Team (IMT) organization, including specific positions. The IMT QRB, Mr. Dean said, will concentrate upon qualifying personnel to serve on Type 3 IMTs.

**KQS Timeframe and Project Status:** After discussing IMT organization and positions, the board discussed the KQS Timeline and the current status of the project. The immediate objective is to get IMT certification guidance to the field as soon as possible.

**Training:** The board discussed the need for the expanded training that this initiative creates. Mrs. Angela Kik talked about IMT-related training opportunities in Tennessee. Mr. Edward "Jody" Meiman mentioned about how personnel were rotated through key positions, in the recent response to a collapsed coal structure, to provide positional IMT experience. Mr. Dean and Mr. Meiman also stated how the Kentucky Emergency Response Commission (KERC) allowed Jefferson County to use Local Emergency Planning Committee (LEPC) funds for a much needed 305 course. Mr. Dean also mentioned state training priorities include county requests provided to the State Training Officer (STO) through the Integrated Planning Process Workshop (IPPW).

**KQS Standard Operating Guide (SOG) – Introductory, QRB Business Rules, and Basic Certification Packet (BCP) Sections:** Mr. Ian Burkett moved to approve the SOG sections with the revisions mentioned by the board. Maj. Darren Stapleton seconded, and the motion was passed by the board.

**KQS Website:** Mr. Wattenbarger moved for the IMT QRB to mirror the Advisory Committee's information on the KQS website managed by KYEM. Mr. Burkett seconded the motion, and the board unanimously approved. Dr. Harris mentioned he would work with the IT Department to add QRB information to the website on a regular basis.

**Additional Board Members:** The board decided to add two additional voting members. First, Mr. Meiman recommended the state's Urban Search and Rescue (USAR) Coordinator to serve on the board. Secondly, Mr. Dean mentioned the Advisory Committee saw value in a 9-1-1/telecommuter representative on the IMT QRB. Mr. Burkett moved to add both representatives, and Mr. Wattenbarger seconded the motion. The motion passed.

**Next Steps – IMT QRB:** Mr. Dean highlighted the next major steps in the KQS process, particularly finishing the Historical Recognition (HR) portion of the SOG, disseminating the completed SOG to the field, and the scheduling of classes and events in the spring and summer of 2024, and thereafter, to support certification.

**Next Steps – the QRB's Next Meeting:** The board reached consensus to schedule its third meeting on January 4<sup>th</sup> at 1:00 PM.

**Public Comments:** None.

**Adjournment:** With no further business to discuss, the committee adjourned at 10:35 AM.

**Attachments:** IMT QRB Second Meeting 16 NOV 23 (PowerPoint).