



KANSAS SEARCH & RESCUE RESPONSE SYSTEM



Advisory Group Meeting - December 14, 2016 @ 10am
Sedgwick County FD#1, 7750 N. Wild West Drive | Park City, KS

Present: Kevin Weyand, Olathe FD; Mark Grosland, Salina FD; Bill Pater, Derby FD; Matt Ludwig, Derby FD; Heather Swift, KSARDA; Sam Dameron, Manhattan FD; Dale Lowry, Chanute FD; Jay Hawks, Parsons FD; Cory Lehman, Newton Fire/EMS; Mike Estep, Newton Fire/EMS; Carl Cox, Sedgwick Co.; Randy Hill, OSFM

- Contact Information –KSAR Contact Information attached for review. Notify Randy with any changes or additions. **He also needs contact information for all Participating Agencies which includes cell number and email address for a primary and secondary contact in each agency.**
- Website review – We reviewed the content of the OSFM website, which can be found at www.firemarshal.ks.gov/ksar. If you have recommendations, contact Randy. If you have any regional training scheduled, please forward details to Randy for inclusion on the training calendar.
- KSAR Strategic Plan and the associated tracking document are both on the website for review.
- Resource Management Committee – RMC has met once with Brian Rogers to review CRMCS and will meet again on January 10th in Topeka.
- Section Work Groups – We need spots filled from several regions. **Please see attached org chart and send names to Randy asap so we can get these work groups up and going in January.** The WGs will only require 1-2 hours a month, with no travel.
- Memorandum of Understanding (MOU) – See attached status of signed MOUs. Please contact the Participating Agencies in your region that have not signed and see if you can get a progress report or ask if they need any other assistance. The Sponsoring Agency and Affiliated Member MOUs are currently under review by the AG.
- Enabling Authority - Attached you will find two examples of how agencies have addressed the requirement for an “enabling authority” as required by the MOU. This is simply some form of documentation that your agency has been formally authorized to participate in the KSAR Response System.
- Org Charts/Team App – We discussed the org charts required each month. We would like all regions to start using the Team App so everyone has state wide visibility. **Each Sponsoring Agency needs to send Randy the name of the person that will be managing the Team App for your region and we’ll set up a web meeting to get everyone up to speed in using and sharing the system.**

- Water Rescue – The Swiftwater/Flood rescue typing document is still under review but based on the attached draft documents, each TF/Team needs to let Randy know what capability the TF/Team can respond with if requested.
- Application Packet – All components of the application packet, including instructions are located on the website. Any agency that has signed the MOU can begin to have their personnel complete the application process and submit to the Sponsoring Agency. As indicated in the instructions, each agency will maintain a personnel file for their own members, including all verification of training. Each member needs to select a primary and secondary position. The format for maintaining these files should be:
 - Position Audit Sheet (See example attached – Randy is working on completing for each position)
 - Sub-Folder to include Administrative Requirements
 - Sub-Folder to include General Training Requirements
 - Sub-Folder to include Position Specific Training Requirements
 - Sub-Folder to include Recommended Training/Other Relevant Training
- Training
 - FY2017 - we are looking at Technical Search Specialist and Planning Team Training classes in the spring, both in Salina. Those present requested that we stay away from spring break which appears to be March 13-24, second half of April, and first week of May. If there are other times to avoid, please let Randy know. **We're looking at mid-late May for TSS and maybe the first or last week of March for PTT.** The NE region is also looking at hosting a TFL class in February.
 - FY2018 – starts July 1, 2017, we're looking at Disaster Medical Specialist and Canine Search Specialist and maybe another TSS. We're expecting WGs to help determine priorities.
 - A K9 evaluation test will be scheduled in April at Crisis City. More information to follow.
 - Instructors – We will continue to use FEMA approved instructors and curriculums for TFL and PTT and several other courses. However, we are discussing teaming a FEMA instructor with a couple of Kansas instructors to conduct the TSS course.
 - Water Rescue/Boat Operations – Discussion on the need for this training in Kansas. Matt Ludwig has a connection with KS Wildlife & Parks and will check with them on training opportunities. The Water Rescue Work Group will need to work on this.
- If you have Engineers or Physicians in your region (specifically the NE, KCM and SC) interested in participating in the system, please have them contact Randy. Either position is welcome from other regions but the Type 3 task forces need at least 2 of each position on their TF.
- T-Shirts/BDU Jackets – As funding is available, we will begin to purchase these in bulk and issue to members as they come on board.
- SUSAR Update –The 2017 SUSAR Conference is November 6-8, 2017 in Salt Lake City, Utah. The OSFM may have funding available to send a few people. **Please let Randy know if you're interested.** The SUSAR website is www.susar.org. Attached is the State of the State Report for Kansas that was presented at this year's conference. Randy is now serving on the SUSAR Board of Directors so if you have any questions relative to SUSAR, please let him know.

- The 2017 Kansas Technical Rescue Conference (10th Annual) is scheduled for October 3-6, 2017. We will have a Planning Committee meeting in January so we can get things moving early this year. We will need to consider some type of fee schedule in the future as well as ways to attract more TF/Team members to the conference. **If you have anyone interested in serving on the Planning Committee or if you have ideas or suggestions, please contact Randy.** Mark Grosland advised that with the changes in BEMS guidelines, it was unlikely we would be able to continue to award CEUs at the conference.
- Budget – Doug Jorgensen called into the meeting and gave a brief overview of the SAR budget through FY2019. Our 2017 budget is \$250K and he has asked for \$325K in FY2018 and \$350 in FY2019. See attached spreadsheet for details.
- 2017 Kansas Response Plan – The OSFM submitted changes to the ESF9 section of the Kansas Response Plan. You can review those changes at <http://kansastag.gov/KDEM.asp?PageID=633>. Please let me know asap if you see any issues, as comments need to be submitted prior to December 31st.
- TF/Team Reports – each region in attendance gave an update on the progress or activity in their region.
- Discussion on the frequency of the AG meeting. We decided to schedule our meetings every other month unless there was some specific reason to meet face-to-face. The next meeting is scheduled for February 8, 2017 @ 10am at the Salina FD, 222 West Elm.

Randy Hill
SAR Coordinator