



KENTUCKY EMERGENCY MANAGEMENT

Andy Beshear
Governor

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

Eric Gibson
Director

**Kentucky Qualification
System (KQS)
EOC Assistance Team
Qualification Review Board**

Mr. Dustin Heiser, KYEM
(Chair)
Mr. Nick Bailey, Hopkins
County EM
Mr. Rob Blair, KDEP- ERT
Mr. Patrick Compton, KYEM
Col. Christopher Crockett, KY
State Park Rangers
Mr. Jerrod Dean, KYEM
Mr. William Eckler, KYEM
Ms. Jessica Elbouab, KYEM
Mr. Doug Hargreaves, KYEM
Mr. Frederick Holt, Jr.- EEC
Mrs. Amanda LeMaster, EEC
CPT Austin Powell, KYNG
Mr. Jay Postlewaite, KYTC
Mr. Russell Rains, KDPH
Mr. Phillip Ross, KOHS
Mr. Greg Shanks, KDAEM
Dr. Carrie Wilburn, KY Fire
Commission
Dr. Charlie Harris, KYEM,
Secretary, Nonvoting

Fifth Meeting

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

Date: 4 February 2025.

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

Call to Order: Mr. Dustin Heiser at 1:40 PM.

Roll Call: The names of current board members are displayed in the box to the left. Nine board members were present virtually or in-person, excluding the Secretary. This constituted a quorum. The remaining board members were excused due to work or personal conflicts.

Director's Comments: Both Director Eric Gibson and Assistant Director Dustin Heiser provided opening remarks. Director Gibson talked about the recent deployments of Kentucky personnel to southern states affected by Hurricane Helene. He emphasized the importance of Kentucky having trained EOC Assistance and other Teams for deployment within and outside the Commonwealth. Assistant Director Dustin Heiser noted the importance of having personnel ready to work in a State's Emergency Operations Center and the benefits of a multidisciplinary board such as this one.

Introductions: No introductions were needed.

Reading and Approval of Minutes: A motion to approve the minutes from the board's previous meeting on November 6, 2024 was made by Mrs. Amanda LeMaster and seconded by Col. Christopher Crockett. The minutes were subsequently approved without any objections with the stipulation that one typo be corrected, that the misspelled acronym "KQD" be changed to KQS.

Meeting Agenda and Objectives: Dr. Harris covered the agenda and objectives. In addition to make-up pictures, the meeting's objectives were:

- (1) Provide Direction for the Certification and Credentialing of Region IV SEOC Positions.
- (2) Provide Direction for the Certification and Credentialing of KY ESF SEOC Positions.
- (3) Discuss Timeline for Milestones in 2025.

Review of the EOC Assistance Team QRB Mission: The QRB reviewed the mission statement of the board, which is to first oversee the certification and credentialing of persons to work in SEOCs, including KY's SEOC, and then EOCs at the county and municipal levels.

Credentialing of Region IV SEOC Positions: The board discussed the initiative among FEMA Region IV states to adopt common skillsets for key positions at their SEOCs. The goal is to facilitate support at the SEOC level from other states in the region. Col. Crockett moved to accept the common skillsets, and Mrs. Amanda LeMaster seconded. The board unanimously voted to adopt the common skillsets for all ten, key KY SEOC positions. These skillsets will provide the behaviors and tasks to create position task books or PTBs.

Credentialing of KY ESF SEOC Positions: The board also approved a process for the certification and credentialing of specific ESF positions in the KY SEOC. The board determined that certification and credentialing would consist of the Region IV, Common, SEOC Liaison Officer skillsets, plus any additional training and qualifications identified by each KY ESF.

Discussion of KQS Milestones for Calendar Year 2025: The board reached consensus for its major milestone in 2025: to develop PTBs for the ten key SEOC positions and then promote certification and credentialing of persons in these positions, emphasizing Historical Recognition.

Next Steps – the QRB's Next Meeting: The board gained consensus to schedule its sixth meeting on Monday, April 8, 2025 at 1:00 PM.

Public Comments: None.

Adjournment: With no further business, the board agreed to adjourn at 2:45 PM.

Attachments: EOC Asst Team QRB Slidedeck 4 FEB 25 (PowerPoint)