

## Intergovernmental Cooperative Council Minutes

Washburn University Student Union

Vogel Room

November 15, 2011

7:30 to 8:30 a.m.

Present: Dr. Brenda Dietrich (USD 437)  
Darren Haddock (USD 437)  
Dr. Rob Balsters (USD 345)  
Dr. Julie Ford (USD 501)  
Hal Gardner (USD 501)  
Marilyn Greeve (USD 501)  
Commissioner Ted Ensley (SN County)  
Commissioner Shelly Buhler (SN County)  
Commissioner Mary Thomas (SN County)  
Gina Millsap (TSCPL)  
Bob Archer (City of Topeka)  
Dave Sterbenz (Tecumseh Township)  
Dr. Cynthia Hornberger – (W.U.)  
Allyn Lockner – Community Member  
Lea Billinger– League of Women Voters  
June Windscheffel – League of Women Voters

### **Old Business:**

- Introductions of new members and visitors were made.
- We reviewed the minutes of the October 18, 2011 meeting. Minutes were approved.

### **New Business**

- 1.) **Dave Sterbenz, Director of Emergency Management for Shawnee County,** gave a presentation on the functions of his department, new regulations currently in effect, and emergency preparedness activities in Shawnee County.
  - KS Dept. of Emergency Management (KDEM) has given the counties a new mandate. They are to conduct a generator survey of the community to determine how many emergency generators (back-up) are in place in case of an emergency. Very difficult exercise.
  - Shawnee County Emergency Management is also involved in mitigation efforts after storms (ice, snow, flooding, power outages, etc.) and works with FEMA to assist with building safe rooms and storm shelters. FEMA will refund 75% of the cost of construction.
  - SNCO Emergency Management provides training, such as Incident Command Training, for senior officials (2 hour program) and the volunteer CERT program

(Certified Emergency Response Training). Topeka Public Schools physical education teachers have participated in CERT.

- There are 15 areas in the Emergency Support Functions that fall under SNCO Emergency Management, including taking care of pets in case of natural disasters or storms requiring sheltering.
- Schools are often places that are utilized for emergency sheltering. The Tecumseh CERT Team has access to Tecumseh South and the church is a Red Cross shelter/center.

### Preparedness

- Dave reiterated that individuals in the county need to be prepared and have a knowledge of what it means to be personally prepared for emergencies. You need to have a plan to be responsible for yourself, your family, and then everything else. Think of the disasters in Greensburg, Chapman, Reading, ....folks need to not expect others to take care of them...they need to take personal responsibility for their safety.
- All organizations should have a Continuity of Operations Plan or Institutional Disaster Plan. What do you do in your organization if the cell towers go down? How do we communicate? We all need to make sure we have coordinated efforts. Do not procrastinate with the planning process. Everyone thinks a disaster will never happen to them, so.... it becomes a low priority.
- Hospitals have great plans in place. They are first responders and have working Incident Management Teams.
- Kansas, as a state, has an excellent track record of responding quickly and efficiently to disasters. Individually, disaster preparedness is not a high priority. SNCO Emergency Management needs to work more closely with individual small businesses, too.
- READY NEIGHBORHOOD PROGRAM...example of this program would be placing colored paper in your window as a signal....red paper = need help.

### Questions:

- 1.) What can we do to help you with Emergency Management issues? Work closely with SNCO Emergency Management and have plans in place in case of a disaster.
- 2.) Do you review crisis plans? We try not to write any plans for you, but we can be a resource. We have a great communications person who can help answer questions about keeping lines open and give you some good suggestions.
- 3.) Other things we should think about during the planning process? What is your plan for protecting your critical assets? How will you protect private information? If you have generators, are they diesel or gasoline and who keeps the fuel fresh? If an emergency situation extends beyond a few hours, you are going to need food and medicine. What protocols are in place?

- Dave reminded us that emergency planning and preparedness is a continuous process. It takes a lot of effort and should be everyone's highest priority. He and his staff are always willing to do trainings.
- He noted a new piece of emergency equipment that is a 40' gooseneck trailer with 4 complete bathrooms and a shower for emergency workers. This will certainly make responding to disasters a little easier.
- Dave has also been sharing weather related information with the school districts from NOAA and we all appreciate being in that information loop.

**More Old Business:**

- 2.) **Draft of ICC Brochure.** We reviewed a draft of the brochure and took suggestions for adding how one becomes a member of the ICC. Gina Millsap and her staff have the logo. Final copies will be brought to the next meeting in January.
- 3.) **Meeting on January 17<sup>th</sup>.** Rusty Doty volunteered to continue the conversation on Health Care Reform.
- 4.) **USD 501, Topeka Public Schools will chair the ICC in 2012.**

Meeting adjourned at 8:35.