

**Norton County, Kansas  
Local Emergency Planning Committee**

**Minutes for Meeting of:  
February 6, 2024**

**Members Present**

Leslie Pfannenstiel, Lacy Ninemire, Julie Campbell  
Keith VanSkyke, Adam Wahlmier. Excused Daryl Mintzmyer, Andrew Black, Troy Thomson

**Guest Present**

None

**Opening and Approval of Minutes**

Leslie Pfannenstiel-Vice Chair opened the meeting at 5:30 pm at the Norton County Hospital board room, Adam made a motion to accept the December 6th meeting minutes. Lacy second and the motion carried.

**Regional Homeland Security**

Next meeting will be held in February.

**Training and Exercise**

Julie reported she attended a workshop last week in Topeka to learn the new updates and standard requirements for the county emergency operations plan on the Kansas Planner BOLD software. Julie showed the members the software. More key staff have been given review access only to the plans. Our plan is approved until June 30, 2028. Julie visited about the Emergency Operations Center procedure, there was discussion regarding changing the center to closer to dispatch. Suggestions included County Health Dept, Hospital, Court house lobby, 4-H building. Julie would like to work towards having a drill to bring key members together for the setup of the EOC to see what would work and what is needed.

Julie reported that the weather spotter training will be April 8<sup>th</sup> at the EMS building at 6:30pm

**Hospital**

Lacey reported that the hospital's tabletop drill was an eye opener to the training that the hospital staff needs. She thanked everyone that attended that were not hospital employees. There were lots of good discussion with staff and community organizations. She will be having more education at orientation of employees and drills.

There will be a hazmat exercise with all the health care coalition members covering 18 counties April 9<sup>th</sup>. Lacy would still like to have hazmat training for all fire departments. Julie is scheduled to be at the Norton city fire meeting Feb 12<sup>th</sup> and rural fire department February 19 to finish CRMC badges and will discuss this topic with the fire chiefs. Members would like to see exercises involving the gas station, wildfire, hazmat spills, or AgValley anhydrous tank.

## **County Health**

Leslie reported with she will be attending the Governor's Public Health conference in Wichita.

## **Emergency Management**

Julie reported that she started to receive Tier II reports for the year and has had no incidents to report. She shared these with the committee.

Julie reported that she took LEPC packets to New Age, Natoma Mfg., KQNK and the Norton Newspaper. Badges are made for the hospital, 17<sup>th</sup> court district, road and bridge and rural fire department.

Julie reported there is a new damage assessment software, Orion, she completed the training, and it will meet all the FEMA requirements for funding during a disaster.

There was training on the new LEPC survey compliance form, this can be completed digitally and sent to CEPR, because we only had one meeting in 2023, we will not be compliant but there will be improvement moving forward. The commissioners were made aware of this.

All equipment and supplies for emergency management are in one place now, south side of the old EMS building, the correctional crew moved everything on Monday from Road and Bridge, the Court House basement and 1<sup>st</sup> floor and the county health department basement. Julie will need to order a remote to program the garage door as one is not available to EM so we have access. Everything will need to be organized and inventoried.

Julie met with staff from the National Weather Service in Goodland. Resources were shared, they are wanting to be used for events and will even be on site for wildfires, spills, fairs and any outdoor event that is affected by the weather.

Julie shared the proposal for fire department needs assessment with Never Give Up consulting LLC. Julie is working with Dallas at Norton Economic Development. This assessment is the first step in applying for grants for equipment and renovations that are needed for all fire departments that respond to Norton County.

## **Reports from Members**

Keith with the extension agent reported no new news.

Adam with the Sheriff's office reported the new encrypted radios will be started this year after they are programed.

## **Old Business**

No old business

## **New Business**

Elections were held for Chairman and Vice Chairman. Leslie agreed to stay on as Chairman. Adam was nominated by Julie for Vice Chair, 2<sup>nd</sup> by Lacey. All members voted; motion passed.

## **Next Meeting**

Meetings for the year are tentatively scheduled for:

April 2<sup>nd</sup> 5:30pm

August 6<sup>th</sup> 5:30pm

November 5<sup>th</sup>, 5:30pm

Locations will be sent out with the agenda.

Julie will begin using everyone's email versus outlook.

**Adjournment**

A motion to adjourn was made by Adam and seconded by Lacy.  
The meeting adjourned at 6:30 p.m.

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A motion to adjourn was made by Adam and seconded by Lacy.  
The meeting adjourned at 6:30 p.m.