Kansas GIS Response Team
Overview and Application

In support of statewide emergency preparedness and response activities, the Kansas Adjutant General's Department is extending an invitation to GIS professionals to join the Kansas GIS Response Team.

 Background Information

In 2007, the Adjutant General's Department developed the IMT concept and began fielding teams in the seven homeland security regions. Several positions were identified as a necessity, including planning, response, logistics, administrative/finance and communications. GIS is an important component to support all these positions and is itself a part of the planning section. Currently, 17 GIS professional from across the state have joined that Kansas GIS Response Team and can support any of the Local Incident Management Teams.

During the May 2007 Greensburg tornado response, GIS support and printed maps were identified as resources and tools that responders desperately needed, but they were available in very limited quantities. Since 2011 the team has responded successfully to three disasters (Doniphan County, Reading, Harveyville) and participated in numerous exercises. From these experiences, we know that future disasters will continue to require substantial GIS support to local (city and county) and state needs. The GIS response team members can support any of these locations: county emergency operation centers, on-scene Incident Command, State Departmental Operation Centers and the State Emergency Operation Center. The purpose of the team is to augment the current GIS personnel available within that jurisdiction during the response phase. The Team is designed and trained to support any level of government in any location within the world.

As part of the Team you will need to participate in:
    -one (1) exercise or drill *per year*
    -*bi-annual* meetings
    -training (*one to two per year)*

Why join? *The Kansas GIS Response Team will provide members with hand-on experience in providing support during disaster situations to decision makers at all levels of government. A limited number of GIS personnel throughout the state have experience providing responders with map products before, during or after disasters. As a part of the Team, members have the opportunity to participate in a variety of emergency response or recovery exercises/drills throughout the year. Exercises and drills provide participants a platform for learning how a disaster unfolds and how each discipline responds. The Team will also provide each member the opportunity to showcase his or her skills and provides a mechanism to solidify GIS as a critical element within government and most importantly the member's own jurisdiction.*

**Kansas GIS Response Team
Point of Contact:**

**Jessica Frye
785-274-1610
jessica.p.frye@us.army.mil**

GIS professionals who would like to participate as part of the Kansas GIS Response Team will need written approval from their **supervisor**. Currently, no manditory time commitment is required to be a part of the team, but some coursework is needed in order to be deployed as part of a disaster. Proof of course completion is NOT needed at the time of application. Minimum requirements for application include:

1. Introduction to Incident Command System [ICS-100.a]*
2. ICS for Single Resources and Initial Action Incidents [ICS-200.a]*
3. ICS for Executives Course[1]
4. NIMS An Introduction [IS-700.a]*
5. National Response Framework, An Introduction [IS-800.B]*
6. Introduction to the U.S. National Grid[2]
7. Employed as, or education in Geographic Information Systems

*These training courses may be taken and completed online at http://training.fema.gov/IS/NIMS.asp.

[1] ICS for Executives is a classroom based course. Full approval will be given without certificate. All applicants that recieve partial or full approval will receive notification of course dates and times.

[2] Introduction to the U.S. National Grid will be provided in the future. All applicants that recieve partial or full approval will receive notification of course dates and times.

Please supply the following information along with the attached application:

1. Certificates for all completed training courses (IS-100.a, IS-200.a, IS-700.a, IS-800.B) [certificates can be supplied as courses have been complete]

2. A letter stating applicant is employed as a GIS professional (by employer) AND a current copy of the applicant's Position Description, OR if not employeed as a GIS profession, a copy of degree/certificate in GIS [or appropriate degree such as geography] AND a letter detailing GIS experience.

3. A letter of support from employer [letter should include support for your participation in meetings, trainings, exercises,drills, and disaster deployments]

Application Instructions

1. Applications will be submitted to:

    Kansas Adjutant General's Department
    Attention: Jessica Frye

    Via mail:

    2800 SW Topeka Blvd
    Topeka,KS 66611

    Via fax:

    785-274-1619

    Via e-mail:
    jessica.p.frye@us.army.mil

2. Questions about the application or the process can be directed to Jessica Frye at jessica.p.frye@us.army.mil or 785-274-1610.

3. Applications will be reviewed and approved by the Kansas Adjutant General's Department, Geospatial Technologies Section. Each applicant will receive notification via email on the status of their application. Please anticipate one (1) month for the application to be approved.

Kansas GIS Response Team
Application Form

Complete form below and submit for review and approval.

Name:

County of Residence:

Office Mailing Address:

Provide full address including city, state and zip

Home Phone: **Office Phone:**

Cellular Phone: **Pager:**

E-mail:

Other Contact Information:

Use this area to provide any other forms of contact (i.e. personnel cell, email, etc)

Current Employer:

Employer Mailing Address:

Provide full address including city, state and zip

Supervisor's Name:

Supervisor's Phone:

Provide three references [other than your supervisor]:

	Name	Title	Agency	Phone
1.				
2.				
3.				

Briefly describe your qualifications and experience to serve as part of the GIS Response Team:

Software Knowledge: Checkmark each software package you are experienced in and provide the number of years of experience with each. (If you have no experience please leave blank)

☐ ArcView   Version(s): [   ]   Number of Years   [   ]

☐ ArcEditor   Version(s): [   ]   Number of Years   [   ]

☐ ArcInfo   Version(s): [   ]   Number of Years   [   ]

☐ ArcSDE   Version(s): [   ]   Number of Years   [   ]

☐ ArcServer   Version(s): [   ]   Number of Years   [   ]

☐ AutoCAD   Version(s): [   ]   Number of Years   [   ]

☐ AutoCAD Map 3D   Version(s): [   ]   Number of Years   [   ]

Other GIS Software
(include version(s) and
years of experience

[   ]

GIS Positions: Checkmark each GIS position for which you qualify, for guidance please use the KS GIS Credentials Worksheet found at: http://www.kansastag.gov/ AdvHTML_doc_upload/KS_GIS_Credentials_Worksheet.pdf

☐ GIS Branch Coordinator

Ensure that required GIS staff is available and informed of their duties to the Operations Center (state or local) or attached to the Incident Management Teams. May serve as a liaison to other jurisdictions and can coordinate the GIS assistance of staff and GIS resources to other jurisdictions if requested by the respective emergency management or emergency services department. Should be able to staff any level of emergency operations centers including GIS work. Position reports directly to the Planning Section/ Branch Chief.

☐ GIS Unit Leader

Ensure that all work requests related to the emergency operations center are prioritized, assigned and successfully completed by GIS staff. Position may need to complete GIS tasks. Completes QA/QC on all outgoing GIS products. Manages all the GIS needs of the operations center. Post all products and data to necessary web portals and web applications. Coordinates and communicates with on-scene incident management. Position reports directly to the GIS Branch Coordinator.

☐ GIS Specialist

Integrate the vast amount of data that an emergency operations center generates. Facilitate the integration of data into an emergency operations center in the context that it will be disseminated to others. Create and maintain a situation map every few hours. Perform simple analysis when the GIS Analyst position is not filled or busy. Position reports directly to the GIS Unit Leader.

☐ GIS Analyst

Perform research, database queries and statistical analysis. Massage all data entering the emergency operations center to be mapped in a usable format. The database expert. Position reports directly to the GIS Unit Leader.

☐ GIS Field Analyst

Acts as the eyes of the emergency operations center in the field. Provides direct access to the incident site(s). Collect GPS data with GPS cameras and other devises and relay it to the emergency operations center. Verifies information from the field in the form of maps, data, or positions via phone or radio. Position reports directly to the GIS Unit Leader.

☐ GIS Policy Liaison

Provide a liaison between agencies providing GIS support in a disaster. Position provides the GIS Branch Coordinator with GIS policy related support. Position reports directly to the GIS Branch Coordinator.

☐ GIS Technical Specialist

Position provides technical support the GIS Unit for specialized skills. This includes but is not limited to imagery analysis, floodplain development, LiDAR use, aerial photography, data analysis, GPS and modeling. Position reports directly to the GIS Unit Leader.

GIS Skills and Knowledge: Checkmark each applicable GIS skill or knowledge you possess.

☐ ArcSDE Database Administration - Oracle	☐ Orion
☐ ArcSDE Database Administration - SQL	☐ GeoPDF
☐ GIS Web Map Administration - JAVAScript/HTML	☐ Data Driven Pages
☐ GIS Web Map Administration - FLEX	☐ Raster Analysis
☐ GIS Web Map Administration - IIS	☐ Image Analysis
☐ GIS Web Map Administration - Apache	☐ LiDAR
☐ GIS Web Map Administration - Silverlight	☐ Adobe Professional
☐ GIS Web Map Administration - IMS	☐ Python
☐ ArcGIS Server Administration	☐ Visual Basic
☐ AutoCAD	☐ JAVA
☐ Bentley - Intergraph	☐ AutoCAD Raster Design
☐ MapInfo	☐ AutoLISP
☐ Mobile GIS - iOS	☐ 3D Extension (Esri)
☐ Mobile GIS - Android	☐ Spatial Analysis Extension (Esri)
☐ Mobile GIS - Windows	☐ Publisher Extension (Esri)
☐ ArcGIS Online	☐ ArcScan Extension (Esri)
☐ Flood Modeling	☐ Network Analyst Extension (Esri)
☐ HAZUS	☐ Schematics Extension (Esri)
☐ dFIRMs	☐ Tracking Analyst Extension (Esri)
☐ Cameo/Aloha/Marplot	☐ Maplex Extension (Esri)
☐ Geostatistics	☐ Geostatistical Analyst Extension (Esri)

Any other GIS skill or knowledge not listed above:

IT Skills and Knowledge: Checkmark each applicable information technology skill or knowledge you possess.

- ☐ Networking - Wire
- ☐ Networking - Wireless
- ☐ Microsoft Word
- ☐ Microsoft Excel
- ☐ Adobe Photoshop
- ☐ Computer Hardware
- ☐ Printer & Plotter
- ☐ Scanner
- ☐ Oracle

- ☐ Microsoft PowerPoint
- ☐ Microsoft Access
- ☐ Microsoft Publisher
- ☐ Adobe Professional
- ☐ Web Developer - JAVA
- ☐ Web Developer - HTML
- ☐ Data Exchange (FTP)
- ☐ Telephony
- ☐ Microsoft SQL

Any other IT skill or knowledge not listed above:

Applicant Signature: _____   **Date:** _____

Supervisor's Signature: _____   Date: _____

Review/Approval Signature

_____   Date: _____

GIS Response Team
Frequently Asked Questions

How does my agency get reimbursed for my time and travel when deployed as part of the GIS Response Team?

The GIS Response Team reimbursement protocols will be identical to those of the Local Incident Management Teams. The policy that covers reimbursement is the ***Adjutant General's Department, Kansas Division of Emergency Management Policy #0100108 Mutual Aid Agreement and Direct State Assistance Reimbursement (including Local Incident Management Teams)*** can be found at:

http://kansastag.gov/AdvHTML_doc_upload/Kansas%20Mutual%20Aid%20Reimbursement%20Policy.pdf

Specific information on Local Incident Management Teams can be found on page 5, section 3. All questions concerning this document should be directed to Jessica Frye (jessica.p.frye@us.army.mil or 785-274-1610).

As a member of the Team can I choose where I want to deploy to?

When requested, the GIS Unit in the State Emergency Operation Center will determine several GIS personnel closest to the incident site, but not affected by the disaster. The Team member will be provided the opportunity to determine if they are interested in being deployed through a "Request for Deployment". "Requests for Deployments" will be made through phone notification. Once enough Team members have been identified the GIS Unit will notify ALL Team members of the ongoing deployment and will request remaining Team members to express their interest in possible "Requests for Deployment" for the ongoing disaster ONLY. The question, "Are you willing to deploy for this disaster, if needed" will be posed to the remaining Team members. The response choices will be provided and will be:

1. I am willing to deploy.

2. I am directly involved in the disaster and cannot deploy.

3. I cannot deploy, but I am willing to assist from my office if needed.

4. I cannot deploy.

From this inquiry NO Team member will deployed without phone notification to do so.

How much notice will I receive to deploy?

The GIS Unit will request the Team member to indicate the length of time it will take for them to deploy. Most incidents/disasters will not require a Team member to deploy without 24 hours notice.

How long will I be deployed?

The length of deployment is dependent on the incident/disaster and will vary from a few hours to days. A Team member will NOT be deployed for over 7 days (this includes travel time to and from the deployment location). The Team member will be notified with the length of deployment when "Request for Deployment" occur s.

What do I need to bring when deployed?

Team members will need to bring sufficient personal items for their length of deployment. Team members will be provided a laptop with ESRI software loaded and all GIS base map data needed for the incident.

How often will I be deployed?

The goal is to have enough Team members so that deployments will be no more than one (1) time per calendar year. Team members will receive an updated status for this twice (2) a year at the bi-annual meetings and via email communications.

Is there a cost for the required training?

The cost for most of the training is only the time you spend to complete the course. All FEMA ICS courses are available through self-study at http://training.fema.gov/IS/NIMS.asp. Two currently required courses are only available through classroom training: ICS for Executives and Introduction to the U.S. National Grid. At this time there is not funding available to reimburse Team members for travel (including mileage and lodging) or per diem. The ICS for Executives is a one (1) day course and its location is dependent on the home base of Team members which at this time is not known. The Introduction to the U.S. National Grid is 3 - 5 days and is planned at this time to be held in Salina. This will require overnight stays. Currently, it is estimated that these two courses will be held during the summer or fall of 2009.

What will I do during deployment?

As a Team member, you will be providing mapping and data support to one of the various entities listed in the overview of the application. The Kansas Adjutant General's Department has developed a set of Standard Operating Procedures (SOP) for different response scenarios and all Team members with FULL APPROVAL will receive a copy for review upon approval. Although, this SOP will be provided many still to be discovered map products may be requested. The GIS Unit of the State Emergency Operations Center will be available during a Team member's deployment to provide guidance during these situations.

How can I convince my supervisor the importance of this Team?

At this time the only incentive for supervisors to all GIS personnel to be a part of this Team in the valuable experience of the deployment that the Team member will return with. Without this team the state cannot provide the onsite GIS expertise that many counties lack and will not be in a position to provide back-fill to those GIS personnel working the disaster that must rest. Any supervisor that has questions can call Jessica Frye, Kansas Adjutant General's Department - GIS Coordinator at 785-274-1610 to discuss concerns or to answer questions.

I do NOT work for a government agency…can I be a part of the Team?

YES! Anyone with the necessary qualifications can be a part of the Team!