



*Sedgwick County...  
working for you*



## **SEDGWICK COUNTY, KANSAS**

### **EMERGENCY MANAGEMENT**

[www.sedgwickcounty.org/emermgmt](http://www.sedgwickcounty.org/emermgmt)

714 N. Main St. / Wichita, KS 67203-3703 / (316) 660-5959 • FAX: (316) 660-4966

Carl Link, Jr.  
Director  
[carl.link@sedgwick.gov](mailto:carl.link@sedgwick.gov)

Vacant  
ESF 8 / MRC Coordinator  
Unavailable / Vacant

David Baker  
EM Planner  
[david.baker@sedgwick.gov](mailto:david.baker@sedgwick.gov)

DeAnn Konkell, KCEM  
Warning System Manager,  
CERT, Community Liaison  
[deann.konkel@sedgwick.gov](mailto:deann.konkel@sedgwick.gov)

Cody S. Charvat, KCEM  
Training & Exercise Officer  
[cody.charvat@sedgwick.gov](mailto:cody.charvat@sedgwick.gov)

Vacant  
Public Health Planner  
Unavailable / Vacant

Cindy Dodson  
PHEP Planning Assistant  
[cynthia.dodson@sedgwick.gov](mailto:cynthia.dodson@sedgwick.gov)

## **Commission on Emergency Planning & Response**

January 14, 2019

Subject: Commission on Emergency Planning & Response

Dear Board of County Commissioners,

As the Director of Emergency Management and in accordance to the applicable state laws regarding the Local Emergency Planning Committee (LEPC) in Sedgwick County, Kansas, I hereby approve and recommend the following list of recommended members for appointment to the LEPC.

Pursuant to provisions of the Kansas Emergency Planning and Community Right-to-Know Act (K.S.A. 65-5703) and the Emergency Planning and Committee Right-to-Know Act of 1986 (P.L. 99-499, Section 301), the following individuals are recommended for appointment to the Sedgwick County LEPC:

Chair:	Ann Houk, Kansas Home Health, Chief Administrative Officer
Vice Chair:	Wil Day, Assignment Editor, KFDI News, Summit Media, Wichita
Information Coordinator:	David R. Baker, Sedgwick County Emergency Management Planner
Media:	Lydia Castillo, B-98
Community Group:	Mary Jenkins, Cerebral Palsy Research Foundation of Kansas, HR Director Jill Skaggs, Salvation Army

Karla Keilhack-Ball, Director of Quality, Risk & Education, Harry  
Hynes Memorial Hospice  
Robert McKenzie, Pipeline Supervisor, Phillips 66

Emergency Management:

Carl E. Link, Jr., Sedgwick County Director of Emergency  
Management  
Cody Charvat, Sedgwick County Emergency Management  
Training & Exercise Coordinator

Facility Owners / Operators:

Steve Smith, District Manager, DPC Enterprises, LP  
Joy Montanio, Environmental, Health, Safety and Security  
Manager, DPC Enterprises  
Lane A. Sekavec, CHMM, Union Pacific  
Jaron Barret, OXY Chemicals

Emergency Medical Services:

Julie Stimson, UKS-School of Medicine - Wichita

Firefighting:

J. Scott Fromme, Battalion Chief, Wichita Fire Dept.  
Lane Pearman, Fire Chief, Wichita Fire Dept.  
Brad Smith, Fire Chief, City of Derby

Health:

Thomas Donnay, Market Emergency Preparedness Coordinator,  
Wesley Healthcare

Hospital:

James Catt, Wesley Medical Center, Safety Manager

Law Enforcement:

LLyod Newman, Valley Center Police Department

Local Environmental Group:

Randall Harris, Utility Manager, Chisholm Creek Utility Authority

State / Local Official:

Gina Gregory, City of Valley Center, City Council Member

Schools / Universities:

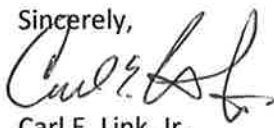
Margo Ruffle, Manager of Environmental Services, Wichita Public  
Schools

Transportation:

BreAnna Monk, Transportation Administrator, City of Derby

Until the Commission on Emergency Planning and Response receives notification of any adopted changes, corrections, additions, or request to appoint a replacement member, or the entire Sedgwick County Local Emergency Planning Committee (LEPC) membership, the respective appointment of each member in the statutory representative category indicated above shall remain in effect.

Sincerely,



Carl E. Link, Jr.

Director Emergency Management

cc: Ann Houk, Chief Administrative Officer, Home Health & Hospice of Kansas  
David R. Baker, Sedgwick County Emergency Management Planner



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[deann.konkel@sedgwick.gov](mailto:deann.konkel@sedgwick.gov)

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[cody.charvat@sedgwick.gov](mailto:cody.charvat@sedgwick.gov)

Vacant  
Public Health Planner  
Unavailable / Vacant

Cindy Dodson  
PHEP Planning Assistant  
[cynthia.dodson@sedgwick.gov](mailto:cynthia.dodson@sedgwick.gov)

**Commission on Emergency Planning & Response**

January 14, 2019

Subject: Commission on Emergency Planning & Response

Dear Board of County Commissioners,

Sedgwick County Emergency Management (SCEM) is submitting a list of recommended members to appoint to the Local Emergency Planning Committee (LEPC) for Sedgwick County. A list of nominees accompany this letter.

Pursuant to provisions of the Kansas Emergency Planning and Community Right-to-Know Act (K.S.A. 65-5703) and the Emergency Planning and Committee Right-to-Know Act of 1986 (P.L. 99-499, Section 301), the following individuals are recommended for appointment to the Sedgwick County LEPC:

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Vice Chair:	Wil Day, Assignment Editor, KFDI News, Summit Media, Wichita
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Media:	Lydia Castillo, B-98
Community Group:	Mary Jenkins, Cerebral Palsy Research Foundation of Kansas, HR Director Jill Skaggs, Salvation Army

Karla Keilhack-Ball, Director of Quality, Risk & Education, Harry Hynes Memorial Hospice  
Robert McKenzie, Pipeline Supervisor, Phillips 66

Emergency Management: Carl E. Link, Jr., Sedgwick County Director of Emergency Management  
Cody Charvat, Sedgwick County Emergency Management Training & Exercise Coordinator

Facility Owners / Operators: Steve Smith, District Manager, DPC Enterprises, LP  
Joy Montanio, Environmental, Health, Safety and Security Manager, DPC Enterprises  
Lane A. Sekavec, CHMM, Union Pacific  
Jaron Barret, OXY Chemicals

Emergency Medical Services: Julie Stimson, UKS-School of Medicine - Wichita

Firefighting: J. Scott Fromme, Battalion Chief, Wichita Fire Dept.  
Lane Pearman, Fire Chief, Wichita Fire Dept.  
Brad Smith, Fire Chief, City of Derby

Health: Carolyn White, Via Christi Home Health

Hospital: Thomas Donnay, Market Emergency Preparedness Coordinator, Wesley Healthcare

Law Enforcement: Llyod Newman, Valley Center Police Department

Local Environmental Group: Randall Harris, Utility Manager, Chisholm Creek Utility Authority

State / Local Official: Gina Gregory, City of Valley Center, City Council Member

Schools / Universities: Margo Ruffle, Manager of Environmental Services, Wichita Public Schools

Transportation: BreAnna Monk, Transportation Administrator, City of Derby

Until the Commission on Emergency Planning and Response receives notification of any adopted changes, corrections, additions, or request to appoint a replacement member, or the entire Sedgwick County Local Emergency Planning Committee (LEPC) membership, the respective appointment of each member in the statutory representative category indicated above shall remain in effect.

Sincerely,



Ann Houk  
LEPC Chairperson


cc: Carl E. Link, Jr., Sedgwick County Emergency Management Director  
David R. Baker, Sedgwick County Emergency Management Planner

## LEPC Membership Update Form

**INSTRUCTIONS:** When submitting this form to the Commission on Emergency Planning and Response (CEPR), *always* complete Box A. Complete Box 1 if you are submitting a change for the LEPC Chairperson or Box 2 if you are submitting a change for the Vice Chairperson, if you have one. Complete Box A and the next page(s) to add a new member or members or to update information for an existing member or members of your LEPC. Completed forms should be returned annually to:

CEPR Local Emergency Planning Committee  
c/o Kansas Division of Emergency Management  
ATTN: Technological Hazards Section  
2800 SW Topeka Blvd.  
Topeka, KS 66611-1220

### BOX A (Mailing address to Submit Tier II forms)

County: <b>SEDGWICK</b>	Date: <b>January 8, 2019</b>
LEPC Mailing Address: <b>714 N. Main</b>	City: <b>Wichita</b> Zip: <b>67203</b>
LEPC Chairperson (print name): <b>Ann Houk</b>	
LEPC Approval (signature of Chairperson): 	

### LEPC Membership Categories

(In accordance with Public Law 99-499, Section 301(c))

**Note:** A single person may represent more than one category and more than one member may represent a category.

State/Local Official	Health	Local Environmental Group	Information Coordinator
Law Enforcement	Hospital	Community Group	
Firefighting	Broadcast Media	Facility Owners/Operators	
Emergency Management	Transportation	Emergency Medical Service	

**\*\*ADVISORY NOTICE:** This information may be made available to the public under the Kansas Open Records Act. **DO NOT include home addresses or telephone number(s).**

### BOX 1: CHAIRPERSON UPDATE

Name: <b>Ann Houk</b>	Title: <b>Chief Administrative Officer</b>
Employer: <b>Home Health &amp; Hospice of Kansas</b>	Address: <b>7607 E. Harry</b>
City, State, Zip: <b>Wichita, KS 67207</b>	Telephone Number: <b>316-869-0015</b>
Membership Category: <b>Chair</b>	Fax Number: <b>n/a</b>
Email: <a href="mailto:ahouk@kansashomehealth.com">ahouk@kansashomehealth.com</a>	

### BOX 2: VICE-CHAIRPERSON UPDATE (if applicable)

Name: <b>Will Day</b>	Title: <b>Assignment Editor</b>
Employer: <b>KFDI News</b>	Address:
City, State, Zip:	Telephone Number: <b>316-838-3771</b>
Membership Category: <b>Vice Chair</b>	Fax Number: <b>n/a</b>
Email: <a href="mailto:wil.day@kfdi.com">wil.day@kfdi.com</a>	

## MEMBER UPDATES

*Reproduce this page if there are more than six memberships to be updated.*

Name: <b>David R. Baker</b>	Title: <b>Emergency Management Planner</b>
Employer: <b>Sedgwick County</b>	Telephone Number: <b>316-660-5971</b>
Email: <u><b>david.baker@sedgwick.gov</b></u>	
Is this person a NEW MEMBER on your LEPC? <div style="text-align: center;"><input checked="" type="checkbox"/> YES      <input type="checkbox"/> NO</div>	Did this person replace a previous member? If so, WHO? <div style="text-align: center;"><input type="checkbox"/> YES, _____ <input type="checkbox"/> NO</div>
Membership Category (see above): <b>Information Coordinator</b>	

Name: <b>Lydia Castillo</b>	Title: <b>Senior Account Executive</b>
Employer: <b>iHeartMedia Market Group</b>	Telephone Number: <b>316-494-6701</b>
Email: <u><b>lydiacastillo@iheartmedia.com</b></u>	
Is this person a NEW MEMBER on your LEPC? <div style="text-align: center;"><input checked="" type="checkbox"/> YES      <input type="checkbox"/> NO</div>	Did this person replace a previous member? If so, WHO? <div style="text-align: center;"><input type="checkbox"/> YES, _____ <input type="checkbox"/> NO</div>
Membership Category (see above): <b>Media</b>	

Name: <b>Karla Keilhack-ball</b>	Title: <b>Director of Quality, Risk &amp; Education</b>
Employer: <b>Harry Hynes Memorial Hospice</b>	Telephone Number: <b>316-219-1793</b>
Email: <u><b>karla.ball@hynesthospice.org</b></u>	
Is this person a NEW MEMBER on your LEPC? <div style="text-align: center;"><input checked="" type="checkbox"/> YES      <input type="checkbox"/> NO</div>	Did this person replace a previous member? If so, WHO? <div style="text-align: center;"><input type="checkbox"/> YES, _____ <input type="checkbox"/> NO</div>
Membership Category (see above): <b>Community Group</b>	

Name: <b>Robert McKenzie</b>	Title: <b>Pipeline Supervisor</b>
Employer: <b>Phillips 66</b>	Telephone Number: <b>316-821-2260</b>
Email: <u><b>Robert.j.mckenzie@p66.com</b></u>	
Is this person a NEW MEMBER on your LEPC? <div style="text-align: center;"><input checked="" type="checkbox"/> YES      <input type="checkbox"/> NO</div>	Did this person replace a previous member? If so, WHO? <div style="text-align: center;"><input type="checkbox"/> YES, _____ <input type="checkbox"/> NO</div>
Membership Category (see above): <b>Community Group</b>	

Name: <b>BreAnna Monk</b>	Title: <b>Senior Services – Transportation Administrator</b>
Employer: <b>City of Derby</b>	Telephone Number: <b>316-788-0223 x. 1200</b>
Email: <u><b>breannamonk@derbyweb.com</b></u>	
Is this person a NEW MEMBER on your LEPC? <div style="text-align: center;"><input checked="" type="checkbox"/> YES      <input type="checkbox"/> NO</div>	Did this person replace a previous member? If so, WHO? <div style="text-align: center;"><input type="checkbox"/> YES, _____ <input type="checkbox"/> NO</div>
Membership Category (see above): <b>Transportation</b>	

Name: <b>Mary Jenkins</b>	Title: <b>Director HR</b>
Employer: <b>Cerebral Palsy Research Foundation</b>	Telephone Number: <b>316-652-1573</b>
Email: <u><b>MaryJ@cprf.org</b></u>	
Is this person a NEW MEMBER on your LEPC? <div style="text-align: center;"><input type="checkbox"/> YES      <input type="checkbox"/> NO</div>	Did this person replace a previous member? If so, WHO? <div style="text-align: center;"><input type="checkbox"/> YES, _____ <input type="checkbox"/> NO</div>
Membership Category (see above): <b>Community Groups</b>	

## MEMBER UPDATES

*Reproduce this page if there are more than six memberships to be updated.*

Name: <b>Margo Ruffle</b>	Title: <b>Manager of Environmental Services</b>
Employer: <b>Wichita Public Schools</b>	Telephone Number: <b>316-973-2217</b>
Email: <b><u>mruffle@usd259.net</u></b>	
Is this person a NEW MEMBER on your LEPC? <div style="text-align: center;"><input checked="" type="checkbox"/> YES      <input type="checkbox"/> NO</div>	Did this person replace a previous member? If so, WHO? <div style="text-align: center;"><input type="checkbox"/> YES, _____ <input type="checkbox"/> NO</div>
Membership Category (see above): <b>School / Universities</b>	

Name: <b>J. Fromme</b>	Title: <b>Battalion Chief</b>
Employer: <b>Wichita Fire Department</b>	Telephone Number: <b>316-268-4245</b>
Email: <b>jfromme@wichita.gov</b>	
Is this person a NEW MEMBER on your LEPC? <div style="text-align: center;"><input checked="" type="checkbox"/> YES      <input type="checkbox"/> NO</div>	Did this person replace a previous member? If so, WHO? <div style="text-align: center;"><input type="checkbox"/> YES, _____ <input type="checkbox"/> NO</div>
Membership Category (see above): <b>Firefighting</b>	

Name: <b>Lane Pearman</b>	Title: <b>Battalion Chief</b>
Employer: <b>Wichita Fire Department</b>	Telephone Number: <b>316-303-8218</b>
Email: <b>lpearman@wichita.gov</b>	
Is this person a NEW MEMBER on your LEPC? <div style="text-align: center;"><input checked="" type="checkbox"/> YES      <input type="checkbox"/> NO</div>	Did this person replace a previous member? If so, WHO? <div style="text-align: center;"><input type="checkbox"/> YES, _____ <input type="checkbox"/> NO</div>
Membership Category (see above): <b>Firefighting</b>	

Name: <b>Brad Smith</b>	Title: <b>Fire Chief</b>
Employer: <b>City of Derby</b>	Telephone Number: <b>316-734-5623</b>
Email: <b>bradsmith@derbyweb.com</b>	
Is this person a NEW MEMBER on your LEPC? <div style="text-align: center;"><input checked="" type="checkbox"/> YES      <input type="checkbox"/> NO</div>	Did this person replace a previous member? If so, WHO? <div style="text-align: center;"><input type="checkbox"/> YES, _____ <input type="checkbox"/> NO</div>
Membership Category (see above): <b>Firefighting</b>	

Name: <b>Randall Harris</b>	Title: <b>Utility Manager</b>
Employer: <b>Chisholm Creek Utility Authority</b>	Telephone Number: <b>316-838-4748</b>
Email: <b>randall@ccua.kscoxmail.com</b>	
Is this person a NEW MEMBER on your LEPC? <div style="text-align: center;"><input checked="" type="checkbox"/> YES      <input type="checkbox"/> NO</div>	Did this person replace a previous member? If so, WHO? <div style="text-align: center;"><input type="checkbox"/> YES, _____ <input type="checkbox"/> NO</div>
Membership Category (see above): <b>Local Environmental Group</b>	

Name: <b>Steve Smith</b>	Title: <b>District Manager</b>
Employer: <b>DPC Enterprises</b>	Telephone Number:
Email: <b>sesmith@dxservice.com</b>	
Is this person a NEW MEMBER on your LEPC? <div style="text-align: center;"><input checked="" type="checkbox"/> YES      <input type="checkbox"/> NO</div>	Did this person replace a previous member? If so, WHO? <div style="text-align: center;"><input type="checkbox"/> YES      <input type="checkbox"/> NO</div>
Membership Category (see above): <b>Facility owners / Operators</b>	

## ANN MARIE HOUK

### PROFESSIONAL SUMMARY

Highly motivated and driven individual with business experience and dedication to service excellence.

### EXPERIENCE

#### HOME HEALTH OF KANSAS HOSPICE

**Chief Administrative Officer 1/2018 to Present**

**Director of Quality and Regulatory Compliance 1/2017 to 1/2018**

**Hospice Expert Consultant PRN 04/2016 to 1/2017**

- \*Providing clinical coordination and consulting to ensure survey readiness
- \*Clinical practice and medical record review for admission appropriateness following CMS LCD's
- \*Collaboration with various facilities, customers and clinical team regarding compliance with the Conditions of Participation for Hospice Eligible Patients
- \*Staff development and education as it pertains to the management of the hospice patient and chronic diseases (CHF, Heart Disease, Alzheimers/Dementia, Cancer)

#### VIA CHRISTI ST FRANCIS

**SICU/Trauma RN II 05/2017 to 06/2018**

- \*Primary RN for 1 to 3 SICU/Trauma Patients
- \*Care of Ventilators, Wound Vacs, Bolts, Dialysis, Central Lines, Splints/Casts, Acute Illness, End of life Care

#### MIDWESTERN COLLEGE

**Adjunct Allied Health Instructor 02/2016 to 01/2017**

- \*Provide CNA/CMA/HHA educational courses with classroom and clinical facilitation
- \*Collaboration with clinical facilities and patients to allow for optimal learning experiences.

#### KANSAS MEDICAL CENTER

**ICU/Telemetry Manager 04/2016 to 12/30/2016**

- \*Manager of 10 Bed ICU and 24 Bed Telemetry Unit
- \*Direct Supervisor for 60+ care professionals
- \*Collaboration with multiple departments to ensure quality care delivery following and



\*Provided training and education to multiple referral sources to include hospice eligibility and care management

\*Assist clients and staff to develop patient centered goals Plans of Care

\*Quality and Process Improvement Coordinator

**RN Case Manager 01/2000 to 02/2014**

\*Established Plans of Care with shared decision making

\*Collaboration with primary and specialty providers to meet patient needs as established by the patient/family/care team and provider

**GALICIA HEART HOSPITAL**

**Department Director 10/2002 to 02/2013**

\*Direct leadership and management for the following departments: Wound Team, Nursing Float Pool, Quality Management, Education, Clinical Supervisors, and Chest Pain Center

\*Created and implemented a successful Chest Pain Center with D2B times averaging 62 minutes.

\*Development and implementation of care pathways for Chest Pain, CHF, Pneumonia and SCIP

\*Patient care collaboration and management to include dismissal needs to include wound care, treatments, DME needs and follow up care.

\*Created and implemented a successful Wound Team resulting in a <1% Hospital acquired wound outcome

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EDUCATION

**UNIVERSITY OF PHOENIX**

Master's of Healthcare Administration

May 2008

Master's of Nursing, specialty Education

May 2006

**UNIVERSITY OF NEVADA, LAS VEGAS**

Bachelor's of Science, Nursing

May 1998

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REFERENCES

**SAMANTHA STROUD, BUSINESS OFFICE DIRECTOR**

316-869-0015

**MICHELE GLANCY, RN**

Director of Hospice

Cell 316-208-9420

**SARAH GARRISON, RN**

Director of Home Health

316-869-0015