



DOUGLAS COUNTY EMERGENCY MANAGEMENT BOARD

111 East Eleventh Street, Unit 200
Lawrence, KS 66044-2909

Office: (785) 832-5259

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October 4, 2023

Douglas County Consolidated Fire District #1, Station 111

Chair Tony Foster welcomed members of the Douglas County Emergency Management Board/Local Emergency Planning Committee on October 4, 2023.

LEPC Board Members present in the meeting included:

Truman Waugh	McKenna Hansen
Gabi Sprague	Jamie Hofling
Greg Gardner	Matt Matheis
Hubert White	David Ernst
Mindy Andrasevits	Karrey Britt
Mike Russell	Jill Jolicoeur
Tony Foster	Chris LaMar
Scott Fewins	Vince Avila
Ben Harris	Matthew Faulk
Mike Baxter	James Druen
Mike Pattrick	Joe Hardy

Emergency Management staff included:

Joshua Taylor	Jillian Rodrigue
Erin Huneke	

Others attending: Nicole Keller, Terry Kegin, Kirsten Rhoads

Welcome

- Chair Tony Foster called the meeting to order, and members introduced themselves.

Presentations:

- Mark Perry and Brandon Vandonge from Southern Star discussed natural gas safety and emergency procedures.
 - Chris LaMar added that Black Hills will be converting natural gas odorizers from Southern Star to their own next week.
- Cathleen Atchison from Atchison Consulting presented the results of the 2023, HMEP-funded Emergency Management program Gap Analysis.

Minutes of July 5, 2023

- Greg Gardner moved to approve the minutes of the July 5 Full Board Meeting. Mike Russell seconded and the motion passed.

Common Acronyms:

Volunteers: Community Emergency Response Team (CERT) Auxiliary Communications Team (ACT)
Grants: Hazardous Materials Emergency Preparedness Grant (HMEP), Emergency Management Performance Grant (EMPG)
Plans: Local Emergency Operations Plan (LEOP), Continuity of Operations Plan (COOP)
COVID-19 Related: Unified Command (UC), Emergency Support Function (ESF), Recovery Support Function (RSF)
Procurement: Request for Proposal (RFP), Request for Quote (RFQ)
IPPW: Integrated Preparedness Planning Workshop
ARPA: American Rescue Plan Act



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Staff Updates – Jillian Rodrigue, Josh Taylor, Erin Huneke

- Plans:
 - **LEOP:** The 2023 ESF review process is complete. State standards for a re-write of the EOP, due in June 2024, will come out by the end of the year. These new standards will include a requirement for a recovery plan, which is in progress. The re-write process is already in progress.
 - The City of Lawrence EOP project continues with city emergency response leaders. Once this process is complete EM will reach out to Eudora and Baldwin to gauge interest in doing something similar.
 - **COOP:** COOP workshops will be taking place in November and December. Josh will do a condensed class for Eudora agencies. Josh is reaching out to publicly funded non-governmental agencies to include them in this process.
 - **IPP:** Josh will be sending out the IPP survey this quarter as usual. Changes to the survey are upcoming.
- Grants:
 - **HMEP:**
 - 2023: The gap analysis report is complete. The report will be sent out to the LEPC. We've applied for reimbursement for 2023.
 - 2024: EM has applied for funding for a Tabletop Exercise.
 - **EMPG:** EM has applied for 2023. Once approved, the reimbursement request will be due at the end of the year.
 - **Mitigation:** The only grant that is open right now is a fire management assistance grant, letters of intent are due by the end of October. Contact Josh for more info.
 - Jill Jolicoeur discussed a KU program that assists with grant writing. <https://cpr.ku.edu/grant-writing-assistance-kansas-non-profits>
- ARPA Project Updates:
 - Sirens, Digipeater Project and Cellular Backup Project: Both projects are complete.
 - Main EOC: We will be seeking bids for the electronics system. This project will be getting off the ground now that the Alternate is complete.
 - Alternate EOC: This project is complete. Jillian shared the features of the room.
 - EM Vehicle: EM now has a new Ford Expedition and will be adding emergency lights, decals, and radio.
 - EM Trailer: The trailer company has received the build-out plan and is beginning work.
 - PPE: Improvements to volunteer safety vests are in progress.
- Volunteer Groups
 - Volunteer groups have been participating in increased radio training, including a monthly radio check-in for Skywarn storm spotters. ACT continues its weekly check-in.

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- EM hosted and funded CPR & AED training for volunteers in late July and August.
 - The annual volunteer recognition event was held October 1 at Consolidated Fire District #1 Station 111.
 - Outreach and Training:
 - The Fall 2023 CERT Weekend class which was to take place in Eudora was cancelled due to low enrollment. The next class will be April 19-21, 2024 in Lawrence.
 - EM and Douglas County IT held a cybersecurity exercise with county leadership in September. The After Action Report is in progress.
 - EM, county leaders, and partners are beginning a conversation about how to help the homeless community be better prepared for emergencies.
 - The Burn Resolution and procedure are in final drafts. After final approval by first responders and law enforcement, it will go to the county commission.
 - The Joint Cities-County Resolution is also being worked on to be more effective and flexible.
 - Josh Taylor received his Kansas Certified Emergency Management certification in September.
 - EM will be going to the Kansas Libraries Association conference to talk about Disaster Prepared Library.

Information Sharing

- Joe Hardy: Lawrence-Douglas County Fire medical is going through a lot of retirement and promotion changes. New medic and fire trucks are coming. A new recruit class will start in January.
- Jamie Hofling: Climate Action Adaptation Plan will be publicly launched October 30. The Open Space Plan is also in progress.
- Karrey Britt: The next Douglas County Public Information Officer meeting is next week. If you know someone who should be involved, reach out to Karrey.
- KU just finished its Hazard and Vulnerability Analysis.
- McKenna Hansen the new disaster manager for American Red Cross. She will be reaching out to partners soon.
- Mike Patrick: the Maple Leaf Festival will be happening the weekend of Oct. 20th.
- Terry Kegin: FEMA's national emergency test will go out today at 1:20pm.
- Tony Foster: Emergency Communications has started having open houses, beginning with county partners.

Adjourn:

Tony Foster called for a motion to adjourn. Greg Gardner so moved, and Mike Patrick seconded the motion. The motion was approved.

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