



DOUGLAS COUNTY EMERGENCY MANAGEMENT BOARD

111 East Eleventh Street, Unit 200
Lawrence, Kansas 66044-2909
Office: (785) 832-5259
Fax: (785) 832-5101

Executive Committee Meeting Minutes June 5, 2024

Executive Board and Emergency Management met virtually.

Those virtually present in the meeting included: Greg Gardner – Douglas County; Veronica White – Lawrence-Douglas County Public Health; Brad August—Trecora; Mike Pattrick – Baldwin City Police Department; Kathy Porsch – City of Lawrence; Mindy Andrasevits—Eudora Fire; Truman Waugh, Tony Foster – Douglas County Emergency Communications

Emergency Management staff virtually present in the meeting included Robert Bieniecki, Erin Huneke, and Jillian Rodrigue

Minutes – Tony Foster entertained a motion to receive the virtual meeting minutes for May 1, 2024. Brad August made the motion to accept and was seconded by Veronica White. All members voted in favor to approve.

Executive Committee Business –Erin Huneke, Robert Bieniecki,

- **July Full Board Reorganization:**
 - The July 3rd Full Board Meeting will be our reorganization meeting. EM presented a draft membership for the 2024-2025 board and executive committee, as well as an analysis of county and community agency participation. The full membership and new committee will be voted in at the Full Board meeting.
 - The July meeting will be held at the Lecompton Community Empowerment Building with a presentation from Teri Axman of LMH Health.
 - EM nominated 2 recipients for the 2024 Preparedness Partner Awards. These awards are given out each year to people or organizations who showed a high level of dedication to emergency response and planning. Executive Committee members voiced their support for the selections. Awards will be distributed at the July meeting.
- **LEPC Bylaws Updates:** The new draft of the LEPC Bylaws was presented to the Executive Committee in May. Minor changes and edits were made. The Committee voted today to send the bylaws update draft to the Full Board for adoption next month. The motion was made by Brad August and seconded by Mindy Andrasevits. All voted in favor to approve.

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), Emergency Support Function (ESF)
IPPW: Integrated Preparedness Planning Workshop
EOC: Emergency Operations Center
KDEM: Kansas Division of Emergency Management
ARPA: American Recovery Plan Act



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Staff Updates – Robert Bieniecki, Jillian Rodrigue

- Personnel:
 - A new intern began with EM this month. She will work on projects through the summer.
 - Jillian Rodrigue will be leaving the staff August 1st. The Deputy Director position has been posted.
- Planning –
 - EOP: The EOP draft was submitted to the state with BOCC approval. EM is finalizing updates based on state review feedback.
 - IPPW: Josh is working on a new survey to track progress on identified priorities. The goal is for this program to be as functional as possible.
 - COOP: Plan development with the City of Lecompton is set for this month.
 - Mitigation: The new regional Hazard Mitigation Plan is expected to be up for adoption by September.
- Grants—
 - HMEP: 2024: The Final Planning Meeting for a tabletop exercise by Ascenttra is set for July 15. Ascenttra will teach an Incident Action Planning class on August 13, and the tabletop exercise will take place August 14.
 - EMPG: Nothing to report.
- ARPA Project Updates—
 - Sirens, Digipeater Project and Cellular Backup Project: Original project is complete. EM received approval to use further ARPA funds to replace thirty older siren heads. Additional siren work is set to be completed this year paid for out of Capital Improvement Funds.
 - Main EOC: Upgrades were completed last week. The installation of a second amateur radio repeater is being considered as part of this project.
 - Alternate EOC: Complete.
 - EM Vehicle: Complete.
 - EM Trailer: Complete.
 - PPE: EM will be purchasing some equipment for other departments and agencies.
 - All ARPA projects will be complete by the end of 2024.
- Volunteers—
 - EOC Support participated in IS-2200 courses last month and will continue training in June.
 - Peer Support will meet again sometime in June.
 - CERT Volunteers met for an After Action Meeting following the CERT Weekend Class.
 - On May 23rd volunteers attended an advanced Cyber Security class taught by Ben Aldridge.
- Preparedness / Outreach –
 - The City of Lawrence has reached out to EM for planning support for July 3rd celebrations and may ask EM Volunteers to work.

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- EM presented at Lawrence Police Department's teen camp, alongside Kirsten Rhoads from Consolidated Fire District #1. EM will be back at teen camp, as well as at 2 sessions of Police Camp for younger children later this summer.
- The public can now sign up for Burn Ban Notifications through the NE Kansas Regional Notification System.

Other Updates –

- Tony Foster shared that Consolidated Fire District #1 has a new interim chief, John Mathis.

Close – Tony Foster

A motion was made by Brad August to adjourn the meeting and was seconded by Veronica White. Meeting adjourned.

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