



DOUGLAS COUNTY EMERGENCY MANAGEMENT BOARD

111 East Eleventh Street, Unit 200
Lawrence, Kansas 66044-2909
Office: (785) 832-5259
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Executive Committee Meeting Minutes August 7, 2024

Executive Board and Emergency Management met virtually. The meeting included some technical difficulties for those joining from the agenda link; this will be fixed for the September meeting.

Those virtually present in the meeting included: Greg Gardner – Douglas County; Brad August—Trecora; Kathy Porsch – City of Lawrence; Truman Waugh, Tony Foster – Douglas County Emergency Communications; Teri Axman – LMH Health

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

Minutes – Teri Axman entertained a motion to receive the virtual meeting minutes for June 5, 2024. Brad August made the motion to accept and was seconded by Tony Foster. All members voted in favor to approve.

Executive Committee Business –Erin Huneke

- **October Full Board Meeting:** Location and presentation still need to be set. The First Responders Chaplain Association is interested in hosting and presenting.
- **BOCC Approval:** The Board of County Commissioners accepted and recommended the 2024-2025 LEPC membership at their July 24th meeting. EM Staff notified the state as required.

Staff Updates – Robert Bieniecki, Erin Huneke

- Personnel:
 - Jillian Rodrigue’s last day was August 1st. John Stipetich, current LEPC member for KU Emergency Management has accepted the role and will begin August 19th.
- Planning –
 - EOP: The EOP was approved by the BOCC on July 24th and has been sent to all cities for promulgation at their next meetings.
 - IPPW: We have developed a new survey to track progress on identified priorities from the Initial Planning Process Workshop (IPPW). Based on feedback from the workshop, we are making specific selections for actionable items and incorporating this information into the IPP calendar accordingly. We received some good feedback on the actions being taken by partners and are tracking accordingly for the next steps.
 - COOP: Josh is revisiting coordination efforts with Baldwin City and Lawrence departments.

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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- Mitigation: The new regional Hazard Mitigation Plan is expected to be up for adoption by September.
- Grants—
 - HMEP: 2024: Ascentra will teach two Incident Action Planning classes on August 13, and the tabletop exercise will take place August 14.
 - EMPG: The application for 2024 reimbursement is open. There has been a decrease in available funding this year, which has been conveyed to county administration so it can be considered in the 2025 budget.
- ARPA Project Updates—
 - PPE: This is the only project with significant monies left to spend down. EM will be purchasing some equipment for other departments and agencies.
 - All ARPA projects will be complete by the end of 2024.
- Volunteers—
 - Peer Support met in July and updated their name to CARES (Compassion, Aid, Resilience, Engagement Squad).
 - CERT Volunteers are planning for the CERT Weekend Class.
 - All volunteers are invited to attend a damage assessment training later this month.
 - The training schedule for the remainder of the year has been planned.
 - Volunteer recognition will take place November 3rd at the Lawrence Public Library.
- Preparedness / Outreach –
 - The CERT Weekend Class will take place September 13-15 at the Flory building.
 - EM and many volunteers will be participating in the Back-to-School Safety Fair in South Park on Saturday, August 17th.
- Code Updates ---
 - Greg Gardner asked about updates to county code that include Emergency Management. Since the current code has EM under an EMS umbrella, this whole section of code is being rewritten to reflect how we really do business today. The lawyer is working with LDCFM at this stage.

Close – Teri Axman

A motion was made by Greg Gardner to adjourn the meeting and was seconded by Tony Foster. Meeting adjourned.

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