



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 September 4, 2024

Executive Board and Emergency Management met virtually.

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; John Harris – ARRL; Carmen Mills – Heartland Community Health

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

Minutes – Brad August entertained a motion to receive the virtual meeting minutes for August 7, 2024. Tony Foster made the motion to accept and was seconded by Greg Gardner. All members voted in favor to approve.

Executive Committee Business –Erin Huneke

- **October Full Board Meeting:** Meeting will take place at Evergy and will feature a presentation by Vince Avila, our Evergy representative, on emergency response.
- **January Full Board Meeting:** Meeting will take place at the Douglas County Human Services Building (Ridge Ct), hosted by the First Responders Chaplain Association. They will also give a presentation.
- **Executive Committee Membership:** Mindy Andrasevits is leaving her position later this month, resulting in a vacancy on the Executive Committee. Discussion was held regarding potential membership; staff will reach out to candidates and the Full Board can nominate a new committee member in October.

Staff Updates – Robert Bieniecki, Erin Huneke

- Personnel: John Stipetich joined the EM Staff as Deputy Director on August 19.
- Kate Dinneen will be leaving EM September 17. We are looking to recognize her at a BOCC meeting in October.
- Planning –
 - EOP: The EOP has been adopted and promulgated by Baldwin City, Eudora, and Lecompton city elected bodies. The Lawrence City Commission will most likely do the same in the coming weeks. Lawrence did not promulgate the previous rewrite of the plan (2021) because the city manager had concerns about the city’s role in the plan. Since that time, EM has worked with the City of Lawrence on their own EOP to clarify and rectify concerns.
 - IPPW: No updates.

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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- COOP: Josh continues to coordinate efforts with Baldwin City and Lawrence departments.
- Mitigation: The final meeting for the writing of the new plan has taken place. The new regional Hazard Mitigation Plan is expected to be up for adoption by September.
- Grants—
 - HMEP: 2024: Ascentra taught two Incident Action Planning classes on August 13, and the tabletop exercise took place August 14. An After Action Meeting is planned for September 5. The resulting After Action Report will include areas of improvement. We are waiting to receive approval for the 2025 project, lithium-ion battery emergency response training.
 - EMPG: The application for 2024 reimbursement is due September 20.
- ARPA Project Updates—
 - PPE: EM Staff is working with Consolidated Fire District #1 to spend remaining funds.
 - EOC: A PC was just installed behind the smart board in EOC-A.
 - Sirens: An additional siren project was approved – replacement of poles and equipment on some original sirens. Equipment has been ordered and will be installed over fall and winter.
 - All ARPA projects will be complete by the end of 2024.
- Volunteers—
 - EOC Support volunteers will participate in an exercise in October.
 - CERT Volunteers are planning for the CERT Weekend Class.
 - Volunteers supported outreach as described below.
- Preparedness / Outreach –
 - The CERT Weekend Class will take place September 13-15 at the Flory building.
 - EM and many volunteers participated in the Back-to-School Safety Fair in South Park on Saturday, August 17.
 - September is National Preparedness Month. EM will have a social media campaign to promote basic preparedness steps.
- Code Updates ---
 - Greg Gardner asked about updates to county code that include Emergency Management. Coordination continues with Lawrence-Douglas County Fire Medical. Tony noted that EM's current liaison for this project, Kevin Joles, is leaving his role, so a new contact will be needed.

Close – Brad August

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

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