



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 December 4, 2024

Executive Board and Emergency Management met virtually.

- LEPC Board Members present: Tony Foster, Joe Hardy, Greg Gardner, John Harris, Carmen Mills, Kathy Porsch, Brad August
- Other attendees: Truman Waugh, Jill Jolicoeur
- Emergency Management staff present: Robert Bieniecki, John Stipetich, Erin Huneke, Josh Taylor

Minutes – Brad August entertained a motion to receive the virtual meeting minutes for November 6, 2024. Joe Hardy made the motion to accept and was seconded by Tony Foster. All members voted in favor to approve.

Executive Committee Business –Erin Huneke

- **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. The IPPW will take place at this meeting.

Staff Updates – Robert Bieniecki, John Stipetich, Erin Huneke, Josh Taylor

- Planning –
 - EOP: The EOP has been adopted and promulgated by Baldwin City, Eudora, and Lecompton city elected bodies. EM has been in conversation with counsel from the City of Lawrence to address potential promulgation there as well.
 - IPP: Information from the current survey will be incorporated and discussed at the January Full Board meeting when we will hold the Workshop for 2025.
 - COOP: Cottonwood, Inc. has joined the BOLD Planning System and Josh continues to reach out to other publicly funded non-governmental organizations.
 - Mitigation: The new regional mitigation plan has been adopted by the Board of County Commissioners, Lecompton, Eudora, and USD 497. Coordination continues with Baldwin City and the City of Lawrence.
- Grants—
 - HMEP: We received verbal approval for the 2024-2025 project, lithium-ion battery training.
 - 2025-2026 HEMP project proposals are due in February; the IPPW will provide information that could support project ideas.
 - EMPG: Closeout information will come out at the end of the year.

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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- ARPA Project Updates—
 - All ARPA project balances have been spent or are encumbered. Consolidated Fire District #1 was able to purchase additional equipment through the PPE project.
- Code Updates—
 - The county attorney is working with city legal counsel to review the county code and Join Cities-County Resolution before the code goes before the BOCC for approval.
- Volunteers—
 - The training schedule for the first half of 2025 has been created and distributed.
 - John Harris has been performing important work to help bring ACT equipment up to date and functionality and antenna repair and installation is underway.
 - ACT will begin participating in the Kansas City Hospital Amateur Radio Team Nets.
 - Skywarn volunteer radios are currently being updated by Emergency Communications.
 - The Volunteer End of Year Meeting will take place on December 12.
 - Skywarn volunteers will get wind-speed meters to increase accurate information from the field during weather events.
 - EM has purchased materials to have 24 deployable CERT Backpacks.
 - The old CERT Trailer has become a training trailer. Peaslee Tech installed shelves free of charge. The new trailer will be operations-only.
 - The volunteer accountability team is being absorbed into CERT. New training to come with new iPads and app for our accountability system.
- Outreach, Training, & Exercises—
 - John is planning a functional exercise with Consolidated Fire District #1 which will feature partial EOC Activation from the Alternate EOC and will most like utilize some EM volunteers as well as community partners.
- Other Updates—
 - FIFA 2026 World Cup planning continues with the City of Lawrence and the KC Metro Area.
 - Douglas County had its first reported case of bird flu, which was on a hobby farm. EM was in contact with the state Department of Agriculture.
 - John and Robert went to the International Association of Emergency Managers conference in Colorado Springs; John was awarded his Certified Emergency Manager certification.
 - Erin has earned her Kansas Certified Emergency Manager certification.

Close – Brad August

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

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