



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 March 5, 2025

Executive Board and Emergency Management met virtually.

- LEPC Board Members present: Tony Foster, Greg Gardner, Brad August, Teri Axman, Joh Harris
- Emergency Management staff present: Robert Bieniecki, Erin Huneke, Josh Taylor

Minutes – Teri Axman entertained a motion to receive the virtual meeting minutes for February 5, 2025. Greg Gardner made the motion to accept and was seconded by Brad August. All members voted in favor to approve.

Executive Committee Business – Erin Huneke and Robert Bieniecki

- **April Full Board Meeting:** The meeting will take place at the Alternate EOC facility. Southern Star will present on pipeline info and safety.
- **Tier II:** Facilities in Douglas County were required to submit their Tier II forms to the LEPC by March 1. EM staff will be following up with requests and education for any facility out of compliance.

Staff Updates – Robert Bieniecki, Erin Huneke, Josh Taylor

- Planning –
 - EOP:
 - EOP promulgation is on the City of Lawrence City Commission agenda for March 18.
 - The first 2025 ESF review meeting took place last month.
 - As part of planning for the FIFA World Cup, mass fatality and active threat plans are being created as annexes to the EOP.
 - IPP: The new survey has been a success and is leading to partner coordination. Please continue to encourage partners to complete the survey.
 - COOP: No update.
 - Mitigation: Baldwin City has adopted the regional hazard mitigation plan; the plan is on the Lawrence City Commission agenda for March 18.
- Grants—
 - HMEP: Registration is open for lithium-Ion battery response trainings. We applied for a Commodity Flow study for FY25-26.
 - EMPG: The reimbursement application was submitted and accepted in February.

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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- County Code—
 - The final step in this process is for the Joint Cities-County Resolution to be adopted in its new form following code updates. It has been adopted by the BOCC, Eudora, Baldwin City, and Lecompton and is on the Lawrence City Commission agenda for March 18.
- FIFA World Cup Planning—
 - EM is acting as the planning section for a Douglas County Unified Command. There will be 48 teams in the tournament and 50 base camps have been identified, including Lawrence; selection is highly likely. UC is meeting every other week. John and Robert presented to the BOCC about FIFA in February.
- Construction—
 - Construction on the Judicial and Law Enforcement Center is underway; parking is impacted. Ground has not been broken yet on the new Public Safety Building.
- Volunteers—
 - Skywarn volunteers participated in a locations and rally points exercise on March 1.
 - About 30 volunteers took part in radio etiquette training, including use of an 800mhz radio.
 - Several CERT volunteers assisted in packing the deployable CERT bags paid for by ARPA.
- Outreach, Training, & Exercises—
 - On February 26, EM held a functional exercise with Consolidated Fire District #1 which featured partial EOC Activation from the Alternate EOC. Participants included players from all 6 county fire departments, the Sheriff's Office, Emergency Communications, Public Works, GIS, and Emergency Management. An After Action Report will be completed.
 - Severe Weather Awareness Week is March 3-7. The Statewide Tornado Drill that was originally scheduled for today is cancelled due to weather. Douglas County will hold a special drill on Monday, March 10 at noon.
 - Severe Weather Night will take place March 13 at 7pm at Capital Federal Hall at KU.
 - The CERT Weekend Class is scheduled for April 11-13 at Ambler Rec Center at KU.
- Other Updates—
 - John and Kari attended the National Weather Service's Integrated Warning Team meeting in February and learned about a new flood mapping tool and this year's fire weather outlook.
 - John and Robert attended the Perry & Clinton Dam virtual tabletop exercise on February 24, hosted by the US Army Corps of Engineers.
 - NCAA Tournament planning has begun. This year, the plan will include the use of the EM Operations Trailer, potentially stationed downtown for responder Accountability and resources.

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- The EM job posting for an internship position has had a good response rate. We will be bringing on 1 or more interns in coming months.

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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