



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 May 7, 2025

Executive Board members and Emergency Management met virtually.

- LEPC Board Members present: Tony Foster, Greg Gardner, Teri Axman, John Harris
- Emergency Management staff present: Robert Bieniecki, Erin Huneke, Josh Taylor, Ruth Dickson
- Others present: Terry Kegin

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

Executive Committee Business – Erin Huneke and Robert Bieniecki

- **July Reorganization:** The July 3rd Full Board Meeting will be our reorganization meeting. Members will receive a survey today to assess their interest in remaining on the board and serving on the Executive Committee. This process gives an opportunity to ensure that community agencies and needs are well-represented on the board. Once survey responses are received, EM staff will compile participation information for the Executive Committee to review in June.
- **Bylaws Update:** Updated bylaws will be voted on by the Full Board in July following the adoption of the Joint Cities-County Resolution by the final city, Lawrence. The Resolution is on the Lawrence City Commission agenda for Tuesday, May 13. Robert invited Executive Committee members to attend the meeting in support of the resolution and other plans. Greg Gardner requested that Robert send out detailed information to members.

Staff Updates – Robert Bieniecki, Erin Huneke, Josh Taylor

- Planning –
 - EOP:
 - EOP promulgation is on the City of Lawrence City Commission agenda for May 13.
 - The second quarter ESF review (#6, 7, 8, and 15) is scheduled for May 14.
 - Active Threat and Mass Fatality plans are progressing with groups developing drafts for a tentative rollout by June or July.
 - IPP: No update. Please continue to encourage partners to complete the survey.
 - COOP: No update.
 - Mitigation: The plan is on the Lawrence City Commission agenda for May 13.

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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- Grants—
 - HMEP: One battery response training is complete with the second training happening tomorrow. The grant will be closed out following training completion. We applied for a Commodity Flow study for FY25-26; response is slowed down by uncertainty at the federal level.
 - EMPG: No update.
 - Hazard Mitigation Grant – A notice for application was sent out to partners; the deadline is the end of June. The City of Lawrence is interested in applying for funds to cover increased costs of a severe weather shelter at the palette village.
 - FIFA World Cup Planning—
 - The Safety & Security branch has been meeting regularly. Members of the Unified Command presented to a local steering committee (KU Chancellor Girod, Sarah Plinsky, Craig Owens, representatives from Explore Lawrence and the Chamber) on current planning progress. Next Thursday they will do a similar update for legislative partners.
 - Construction—
 - The Sheriff's Office is now planning to build out in the new Public Safety Building right away and will move concurrently with Emergency Management and Communications.
 - Volunteers—
 - Four new volunteers are onboarding who attended the Spring CERT Weekend Class.
 - CERT volunteers have been requested to assist Lawrence-Douglas County Fire Medical with basic attendee assistance at KU Commencement.
 - John Harris provided an ACT update. The new UHF repeater is online and the VHF repeater move is complete. An ACT net last night appeared to show improved access for members.
 - Outreach, Training, & Exercises—
 - EM Staff will brief outdoor summer employees from Lawrence Parks & Recreation on severe weather safety.
 - EM will present at upcoming Lawrence Police Department camp and teen academy sessions.
 - John will lead an After Action Meeting for the February resource management exercise this Friday, May 9.

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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