



DOUGLAS COUNTY EMERGENCY MANAGEMENT BOARD

111 East Eleventh Street, Unit 200

Lawrence, Kansas 66044-2909

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Executive Committee Meeting Minutes September 3, 2025

Executive Board members and Emergency Management met virtually.

- LEPC Board Members present: Teri Axman, John Mathis, David Ernst, Brad August, Shaun Hanson
- Emergency Management staff present: Robert Bieniecki, Josh Taylor, Erin Huneke

Minutes – Teri Axman entertained a motion to receive the virtual meeting minutes for August 6, 2025. David Ernst made the motion to accept and was seconded by Brad August. The motion carried.

Executive Committee Business – Erin Huneke

- Membership: The Board of County Commissioners voted in August to nominate the board membership to the state Commission on Emergency Preparedness and Response (CEPR) as the Douglas County LEPC. EM staff sent the LEPC Membership and Bylaws to the CEPR.
- October Full Board: The next board meeting will take place at the Eudora Community Center with a presentation on World Cup, either by a representative from KC2026 or EM Staff.
- Robert asked attendees to consider improvements or additions to regular meeting format, and if there is any information or training they think would benefit the board or executive committee.

Staff Updates – Robert Bieniecki, Josh Taylor, Erin Huneke

- Planning –
 - EOP:
 - The third-quarter review took place August 20, 2025, and the fourth-quarter review is scheduled for November 5.
 - New annexes supporting EOP (e.g., Drought, Flood, and Fire) are drafted and are ready for work group review.
 - EM is developing a county department and facility emergency response plan.
 - IPP: No update. Please continue to encourage partners to complete the survey.
 - COOP: No update. EM continues to be available to support partners.
 - Mitigation Plan: No update.
- Grants—
 - EMPG: EM has received a notice to apply for reimbursement for 2025.
- Regional Resource Agreement/Douglas County Mutual Aid Resolution—
 - The existing Mutual Aid Resolution stated that agencies and jurisdictions requesting mutual aid from Douglas County had to be under an emergency or disaster declaration,

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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



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which hindered response efforts. The new resolution removes this language. Resolution approval is slated for the September 17 BOCC meeting.

- The Mid-America Regional Council has developed and approved a Kansas City Regional Resource Sharing Agreement to help ensure mutual aid can be effectively facilitated across functions. Agreement adoption is also slated for the September 17 BOCC meeting.
- **FIFA World Cup Planning—**
 - We may not know until January if Lawrence will host a team. On the other hand, teams with resources and confidence of tournament participation have been entering into contracts with host locations already.
 - David Ernst shared that a human trafficking taskforce, organized by Jill Jolicoeur, has been meeting as part of the Safety & Security branch. The Willow will take the lead on community education, and a KC organization will help provide online training for Law Enforcement on this topic.
 - Unified Command will update the Steering Committee on September 23 and will present to Leadership Lawrence on October 9.
- **Construction—**
 - Contractors are still reporting a moving date of sometime in May. Backup systems at KU and the Alternate EOC will assist in a smooth transition for EM.
- **Volunteers—**
 - Kirsten Rhoads and Monica Dittmer attended the National CERT Conference, August 6-8, and brought back some ideas for training, activities, and volunteer program management.
 - Kirsten Rhoads, CFD#1 and CERT volunteer, taught CPR/AED and Stop The Bleed training on August 19 and 23. Over 30 EM volunteers and staff participated.
 - ACT members were sent a message about opportunities to support running and bicycle race events in Douglas County. These are not DCEM activities but provide ACT members with field communications experience.
 - Upcoming radar interpretation training for Skywarn with guest speaker Eddie Aldrine from Nemaha County Emergency Management.
- **Outreach, Training, & Exercises—**
 - Upcoming CERT Weekend Class October 3-5 is already full with a waitlist.
 - EM staff and volunteers participated in the Lawrence Schools Foundation Kids Expo.
 - EM hosted a Risk-Based Response to Ammonia Emergencies training on August 20.

Close – Teri Axman

A motion was made by Brad August to adjourn the meeting and was seconded by David Ernst. Meeting adjourned.

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