



DOUGLAS COUNTY
Local Emergency Planning Committee
EMERGENCY MANAGEMENT BOARD

Douglas County Public Safety Building
3605 East 25th Street
Lawrence 66046

Executive Committee Meeting Minutes
June 3, 2026

Executive Board members and Emergency Management met virtually.

- LEPC Board Members present: Teri Axman, David Ernst, Greg Gardner
- Emergency Management staff present: John Stipetich, Molly Adams, Aourell Le Guen
- Other attendees: Natalie Gerety

Minutes – Greg Gardner entertained a motion to receive the virtual meeting minutes for March 4, 2026 and May 6, 2026. Teri Axman made the motion to accept and was seconded by David Ernst. The motion carried.

Executive Committee Business –

- LEPC reorganization: Executive Committee membership for 2026-2027 was discussed. New membership will be voted on by the Full Board in July.
- Bylaws review – No changes to be made; no vote necessary
- Preparedness Partner Awards – John Stipetich
 - Individual: Ruth DeWitt, Explore Lawrence
 - Organization: Lawrence Police Department
 - Unanimously approved

Staff Updates – Josh Taylor via John Stipetich

Emergency Operations Plan (EOP):

EOP reviews are complete for 2026, except for some final Q&A with ESF 6 (09 July). Updates to ESFs are finishing up, and EVERBRIDGE contacts are being updated. Development of a Mass sheltering plan (Complete) and work group's first meeting (10 June). Research and Development/Update of adjacent plans to the aforementioned plan (Disaster Recovery Shelter) has been initiated for Shelter (severe weather and warming/cooling), Point of Distribution (POD), Logistical Staging Area (LSA), Feeding Site(s), Resource Center, Volunteer Reception Center (VRC), and Family Assistance Center (FAC).

Significant progress was also made on the County Department/Facility Emergency Response Plan. The project has transitioned from development into the facility mapping and early implementation phase. Plan templates and department-specific folders are now available on the

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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

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County Intranet, and initial distribution to departments and facilities is underway. Additional department engagement is still planned for Q4 2026 as facilities begin applying the framework.

Integrated Preparedness Plan (IPP):

The IPPW is complete and has been uploaded to KETS. The next full IPP(W) workshop and planning cycle is scheduled for 2027, with implementation in 2028. EM continues to encourage LEPC member participation in Priority Tasks and coordination activities. Quarterly surveys will continue in 2026 to maintain visibility on progress and sustain partner coordination.

Continuity of Operations (COOP):

Coordination with the State of Kansas is ongoing as Douglas County participates in the rollout of the 2026 COOP Beta program. EM will continue to identify potential impacts of updated State COOP requirements and assess transition considerations for departments and partners.

Mitigation Plan:

No significant mitigation planning actions are anticipated beyond records maintenance and coordination as needed. A notice of funding for BRIC grants has been released by the State and sent to partners (no applications from DGCO at this time).

Outreach:

EM has received multiple outreach requests and continues to meet with and provide information as requested.

Updates from John Stipetich

- Grants
 - HMEP: KDEM has submitted our FY2027 Full Scale Exercise project to USDOT (PHMSA). PHMSA has requested additional information about the project's cost breakdown, we are working with KDEM to provide the requested information.
 - EMPG: 2025 EMPG reimbursement packet was sent to KDEM on Monday 6/1.
- FIFA World Cup Planning
 - Expecting Team Algeria arrival in Lawrence on Sunday evening.
 - Douglas County Board of County Commissioners approved a State of Disaster Emergency declaration on May 13.
 - Governor Laura Kelly signed an Extraordinary Event Proclamation on May 22, which allows for resource sharing similar to a disaster declaration.

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- We will not be preemptively activating the EOC to Level 2-Partial. Instead, we will remain at Level 3 and ensure EM staff are in-person at the EOC during major events.
 - **Volunteer Groups**
 - CERT Med Ops review on May 7
 - ACT Event Support training on May 21
 - Met with members of the Douglas County Amateur Radio Club to discuss search and rescue programs on May 28
 - New EOC open house for all volunteers on June 4, with training for EOC Support volunteers.
 - **Outreach**
 - John presented a World Cup update to the Lawrence Area Partners on Aging monthly meeting on May 7
 - Robert and John presented an EM overview to the National Active and Retired Federal Employees Association on May 20
 - John and Grace presented severe weather safety for Lawrence Parks, Recreation, and Culture, summer camp staff on May 27
 - **Training & Exercises**
 - EM staff conducted an EOC training for ESF agencies on May 15 to provide a refresher/overview on the EOC's role, activation procedures, and planned World Cup operations.
 - EM staff and KDEM conducted a G402 ICS/NIMS for Senior and Elected Officials with Douglas County Commissioners on May 20.
 - The final draft of the Mass Casualty/Active Threat tabletop exercise After Action Report/Improvement Plan has been shared with the planning team for review.
 - **Construction/Move**
 - We moved into the building full time on May 22. ECC has been active since May 27.
 - Electronic access system is active, cards from the JLEC should still work at the PSB.
 - The EOC AV system and phones are expected to be fully functional by the end of the week.
 - Construction is still ongoing on the 1st floor and in the kitchen/break room.
 - Sheriff's Office expected to move by July 9.

Close

A motion was made by Greg Gardner to adjourn the meeting. Teri Axman seconded. Meeting adjourned.

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