



**DOUGLAS COUNTY EMERGENCY MANAGEMENT BOARD
LOCAL EMERGENCY PLANNING COMMITTEE**

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Executive Committee Meeting Minutes

Vice Chair, Mike Russell welcomed members and called the Douglas County Emergency Management Executive Committee meeting to order on Wednesday, September 6th, 2017.

Executive Committee members present at the meeting included: Mike Russell, University of Kansas, Shaun Coffey, Lawrence-Douglas County Fire & Medical, Tom Damewood, Lawrence Memorial Hospital and Jeanette Klamm, Lawrence Utilities.

Other LEPC members present included: Bud Waugh and Tom Fagan

Emergency Management staff present at the meeting included: Teri Smith, Jillian Rodrigue, Connie Hutchins, Stephanie Schulz, and Tyler Trigg.

A motion made by Shaun Coffey to approve the June 7th, 2017 minutes and seconded by Tom Damewood was approved by all.

Plan Updates:

- Connie Hutchins is working on the Emergency Management Accreditation Program (EMAP) which ensures safer communities through measurable standards of excellence for emergency management programs. The goal of emergency management is to apply for accreditation in 2018.
- Connie is also reviewing community plans and providing assistance on the Taui Creek Plan.

Volunteer Updates:

- Jillian Rodrigue mentioned the following 4 events:
 - Pet Prepared: A Disaster Preparedness Event for Pets and Their People on September 9th. This event will include:
 - Free microchipping by the Lawrence Humane Society
 - Free Pet Emergency Go-Kits for the first 50 pet parents
 - Disaster planning resources
 - This event helps us work through our disaster process in the event a pet would be picked up after being lost.
 - Great Kaw Adventure race being held in Eudora and DeSoto. Emergency Management is providing amateur radio support for their aid stations.
 - Emergency Management will be conducting a CERT class October 13-15th.

- CERT will be helping with the Walktober event, which is held every Tuesday and Thursday in October. People will be walking the loop, and volunteers will help with the accountability of people and use radios for communication training.

Exercises:

- To maintain their skills, ACT conducted an exercise to see who could be deployed in an hour in an event of an emergency.
- Met with KU Emergency Management to discuss providing volunteers the opportunity to participate in more pre-planned events to hone their accountability system skills. KU uses this system at every football game, and KU Emergency Management has offered DCEM a few spots for us to send volunteers to use this process. DCEM has our EOC activation list in Everbridge and we are now putting this specific group in their own group.
- DHS Exercise- October 19th.
 - The functional exercise is designed to test coordination between the Emergency Operations Center (EOC) and multiple jurisdictions in Douglas County. The purpose of this exercise is to validate the county-wide response to a major disruption in the water delivery and treatment capabilities, impacting multiple jurisdictions of Lawrence, Baldwin City, Eudora, rural water districts, and the University of Kansas (KU).
 - Kate will be the EOC Manager, and Stephanie will be assisting her.
 - Fire, Medical, and Law Enforcement are not participating in the EOC, but will play an integral role in the Simcell.
- Teri provided an update on the HazMat Transportation exercise (which involved an active shooter) and the EOC Leadership exercise.
 - Conducted in July.
 - Working on closeout documents and reimbursement requests.
 - Training was beneficial and utilized during an actual event a week ago, which involved a standoff.
- MCV was deployed for the standoff by Johnny's.
- Luke Bryan concert (Sept. 29th) is coming up, and the MCV will be deployed and utilized for the command post. EM will be providing water, Gatorade, snacks, and dinner.

Events:

- Douglas County received a significant amount of rain, which resulted in flooding a few weeks ago. EM met with Douglas County Public Works, and a couple of townships last week, to review dollar figures to determine if Douglas County may qualify for disaster assistance. Douglas County's threshold is a little over \$400,000 in uninsured losses. A meeting has been scheduled with the FEMA Damage Assessment team to go over the figures and do a preliminary Damage Assessment.

Grants:

- HMEP-HazMat IQ is finalized and closeout documents and reimbursements have been submitted.
- Emergency Management is submitting their annual EMPG application.

Accountability/Activations:

- Command computer is not working. Issues were discussed with the Regional Council and IT. Teri will reach out to one of the adjacent counties if it is not fixed to use for Saturday's game.
- Connie can do the Battlebook sheets for Accountability now.

Awards:

- Emergency Management received the Website award at the Regional LEPC Conference.

National Preparedness Month:

- This month, "Disasters Don't Plan Ahead. You can," is the theme for this year. EM will be on KLWN each Friday for about an hour to discuss:
 - Make a Plan for Yourself, Family and Friends
 - Plan to Help Your Neighbor and Community
 - Practice and Build Out Your Plans
 - Get Involved! Be a Part of Something Larger.

We should all take action to prepare! We are all able to help first responders in our community by training how to respond during an emergency and what to do when disaster strikes — where we live, work, and visit. The goal of NPM is to increase the overall number of individuals, families, and communities that engage in preparedness actions at home, work, business, school, and place of worship.

Interns:

- Tyler is working on the Pursuit to Preparedness.

Other:

- Shaun asked if the EOC Leadership Exercise could be presented at the next Full Board meeting. Teri mentioned Connie and Jillian will meet with each of the ESF's and give a brief overview and do a short exercise with them.
- Due to the recent disasters, Teri mentioned that gift cards and cash donations given to reputable organizations are the best way to assist communities.

Close:

A motion to adjourn was made by Shaun Coffey and seconded by Mike Russell.