



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

111 East Eleventh Street, Unit 200
Lawrence, KS 66044

Office: (785) 832-5259

Fax: (785) 832-5101

Executive Committee Meeting Minutes

Chair, Mike Russell welcomed members and called the Douglas County Emergency Management Executive Committee meeting to order on Wednesday, August 1, 2018.

Executive Committee members present at the meeting included: Mike Russell, University of Kansas; Tammy Bennett, City of Lawrence; Tom Damewood, Lawrence Memorial Hospital; Trent McKinley, Lawrence Police Department.

Other LEPC members present included: Bud Waugh, Kenny Oschel and Randy Brown.

Emergency Management staff present included: Jillian Rodrigue and Teri Smith.

A motion made by Mike Russell to approve the June 6, 2018 minutes and seconded by Tom Damewood was approved by all.

Plan Updates:

- Many agencies have their COOP plans completed and Connie is working with the other agencies that have been identified as critical facilities in Douglas County to assist them with their plan.
- EMAP progress continues. Staff has a few items to complete and the contractor is reviewing documents and providing write-ups for each standard.
- LEOP (Local Emergency Operations Plan) is due for a rewrite by May 2019. Jillian and Teri visited with the Planner of Kansas Division of Emergency Management (KDEM) and were able to discuss what will or not need to be included in the plan. The KDEM Planner will meet with Connie to provide assistance on the rewrite.

Volunteer Updates:

- CERT: A moulage refresher meeting took place for the actors/victims participating in the upcoming Airport exercise.
- All Volunteers, specifically ACT: The Great Kaw Adventure Race will take place on September 29th. The main focus of the volunteers supporting the event will be accountability of teams and communications using amateur radio capabilities.
- Skywarn and ACT volunteers activated for the severe thunderstorms on July 19th.

Exercises/Pre-planned events/Activations:

- The EOC, EM Staff and Volunteers were activated for severe thunderstorms moving through the County. One in particular included the threat for 90 mph winds which prompted discussions among staff and the County Administrator. Thankfully, storms skirted our most highly populated areas including the Lawrence Sidewalk Sale.
- The Mobile Command Vehicle (MCV) is deployed to the Douglas County Fair in support of the Sheriff's office.
- Teri and Jillian will attend the 2018 Wolf Creek Ingestion Pathway Conference on August 24th. This one day conference will help county emergency managers and other stakeholders in the Wolf Creek 50 Mile Ingestion Pathway Zone (IPZ) to freshly orient themselves with radiological concepts necessary for planning, training, exercises, and REAL WORLD response and recovery.

Grants:

- The initial exercises (Airport and Mass Casualty) were cancelled and are in the process of being rescheduled for September and October. Dates will be given as soon as possible.

Preparedness /Outreach:

- Teri and Jillian met with Presbyterian Manor on Monday, July 30th to review their facility's emergency plan. Additional documents will be provided for a fuller review.
- Douglas County Emergency Management will attend the community-wide Safety Fair on August 11th. Staff and volunteers will be promoting preparedness, signing up for Everbridge alerts and showcasing the Wheel of Misfortune which tests a participant's preparedness knowledge! Donations will be accepted for the USD 497 school supplies.
- Kate will present a program called "Until Help Arrives" on September 22nd at the Lawrence Public Library.

Full Board Meeting & Reorganization Meeting on July 18:

- Mike Russell was a recipient of the Preparedness Partner Award for his outstanding commitment to the LEPC board and EM Program.
- Unfortunately, The Dentists in Lawrence were not able to receive their Preparedness Partner Award at our July Reorganization Board meeting, so Stephanie will present the award at their office.
- The final recipient of the Preparedness Partner Awards plans to attend the October Board meeting.

Other:

- Trent and Teri presented "Energize Your LEPC" at the LEPC conference last week and had a lot of positive feedback.
- Blue Valley Public Safety has a siren scheduled to be installed by Lake View Lake. Westar will install the transformer.

Close:

A motion to adjourn was made by Mike Russell and seconded by Trent McKinley.