



**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, May 2, 2018.

Executive Committee members present at the meeting included: Mike Russell, University of Kansas; Shaun Coffey, Lawrence-Douglas County Fire Medical; Tammy Bennett, City of Lawrence; Tom Damewood, Lawrence Memorial Hospital

Other LEPC members present included: Bud Waugh and Nicole Stanley

Emergency Management staff present included: Jillian Rodrigue, Connie Hutchins and Stephanie Schulz

A motion made by Mike Russell to approve the March 7, 2018, minutes and seconded by Tom Damewood was approved by all.

Plan Updates:

- Connie is busy planning LEOP (Local Emergency Operations Plan) and ESF (EMAP) meetings. Transportation will be the first ESF meeting. Connie went to Emmitsburg, MD for training and is now an EM Accreditation Manager.
- Connie will be working with KU on development of a Family Assistance Center Plan.

Volunteer Updates:

- Kate held a weekend CERT class on April 13 – 15th, and the class was a success with 11 graduates!
- Volunteer Recognition was held on April 24th. Awards were presented to our 2017 Outstanding Volunteers:
 - Outstanding Skywarn Member: Mark Randel
 - Outstanding ACT Member: Ken Filardo
 - Outstanding CERT Member: Willard Epling
 - 2017 Outstanding Volunteer award went to Will Shockley who passed away; his daughter Morgan accepted the award.
- Severe Weather Simulation training for Skywarn members is in a few weeks.
- ACT Training is this month and will exercise communications between LMH and the EOC.
- We have a new Repeater Trustee: Kevin Oneslager.
- EM Staff and Volunteers participated in the Haskell Fair on April 25th.

Grants:

- HMEP
 - EM held their Initial Planning Meetings last week:
 - Full Scale Airport Exercise (on June 27th) - a scenario is in place and was approved.
 - Full Scale Hazardous Materials Mass Casualty Exercise (on July 11th) – we are still trying to get the scenario approved by the state.
 - EM has applied for two Toxic-Med HMEP grants for next year.

ByLaws:

- The ByLaws will be reviewed at the Reorganization meeting on July 18th.

Full Board Meeting & Reorganization Meeting on July 18:

- We will be meeting at the County Public Works for our July 18th Full Board Reorganization Meeting. A survey will be sent out in mid-May to see who will want to continue or not on the LEPC Board or who would like to be on the Executive Committee Board.
- Emergency Management will be handing out Preparedness Partner Awards. Each year the board gives out 2 or 3 awards to businesses', organizations, or individuals that have gone above and beyond or stood out to support the LEPC, EM, or Pursuit of Preparedness. If anyone has someone in mind, please email Stephanie.

Pursuit of Preparedness:

- Preparedness kits were given out at the Lecompton grade school to 2nd and 3rd graders on April 4th. Lecompton Fire personnel, Chief Danny Rake, participated in the presentations. Thank you notes, along with pictures, will be mailed out in the near future to everyone who donated to the 2018 Pursuit of Preparedness Campaign.

Budget:

- Teri and Jillian completed their budget meeting. Staff is awaiting direction to move forward.

Other:

- Jillian Rodrigue mentioned how the City of Lawrence will be installing a new commemorative sign on the 1951 flood off of 6th street near the electrical station.
- Teri and Jillian will be attending the 2018 Wolf Creek Ingestion Pathway Conference on August 21st in Topeka. Anyone can attend, and the sign-up is on KSTRAIN.
- Jillian spoke about the upgrades in the EOC maintenance, and upgrades are ongoing. Additional work needs to be done in reference to sharing radar on the internal cable network. Work will also be done to add the situational awareness monitors to the overall A/V system.
- EOC Liaison Training will be May 18th from 10:00AM to Noon.
- May 30th from noon to 4PM DGCO EM will offer an ICS combo course (ICS 100, 200, & 700) at LMH.

Close:

A motion to adjourn was made by Mike Russell and seconded by Tammy Bennett.