



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

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Executive Committee Meeting Minutes

Chair, Mike Russell welcomed members and called the Douglas County Emergency Management Executive Committee meeting to order on Wednesday, June 12, 2019.

Executive Committee members present at the meeting included: Mike Russell, University of Kansas; Nicole Rials, Bert Nash Community Mental Health Center; Kay Johnson, PROSOCO; Trent McKinley, Lawrence Police Department.

Other LEPC members present included: Bud Waugh.

Emergency Management staff present included: Joe Hoelscher, Jillian Rodrigue and Ben Roeber.

Mike thanked all who responded to the tornado. The Board discussed what a vital role Emergency Management plays and the importance of having a strong EM program. The tornado also highlighted the necessity of participation in the exercises and the importance of planning. Through steps taken prior to the May 28th tornado, partner agencies were ready to respond. Joe noted his sincere appreciation for the support from KDEM and EMs from TEMA and Idaho.

Ben Roeber, EM from Idaho provided through KDEM, provided an overview on the updated process on calculating the county's damage threshold and the next steps following the tornado.

Minutes: Mike moved to accept and approve the May minutes which was seconded by Trent. Minutes were approved by all.

Hiring Process and Staff Updates:

- Mike Russell and Trent McKinley have been in touch with Sarah Plinsky, Interim County Administrator, about being part of the hiring process for the new EM Director. They discussed the current plan for interview and offer. The goal is to bring in the new director with time for him/her to spend a week with Joe for orientation.
- Stephanie Schulz has accepted a full time position with another agency. The new director will be able to hire the administrative secretary. Connie Hutchins remains on extended leave.

Plan Updates:

- LEOP: Nearly all of the initial review meetings have been completed. EM will be working to finalize ESF9, and ESF7 will be scheduled for review.
- Mitigation: The Regional Mitigation Plan draft has been provided for review. Joe and Jillian will review before the final meeting on June 27th.
- COOP: Joe and Jillian will continue to review and update the COOP plan including review of the alternate EOC.
- EOC ESF Books: A review of the content of the EOC ESF Books will be completed. Some ESFs noted their contact lists were out of date.

2019-2020 Budget

- Repeater: Funding has been approved to replace the damaged amateur radio repeater. Currently, Douglas County is using DCARC's back up repeater to maintain communications.
- Siren Replacement: Blue Valley Public Safety has noted the need to begin replacing key components of the outdoor warning sirens. Nothing is subject to immediate failure, but some are nearing the point at which replacement parts are more difficult to find. The current plan is to complete replacements of 6 sirens a year. BVPS will assist with prioritizing the sirens.
- MCV: The MCV was originally funded through grant funds in 2005. Technology and overall capabilities are becoming obsolete or greatly limited. Replacement costs likely run from \$800,000 to \$1 million. The next DCEM Director will need to meet with the County Administrator to work through steps for the future. The MCV will be maintained until a determination can be made for the future. A longer discussion of the uses of the vehicle and other considerations followed.
- EOC: In plans for the LKPD move, EM is likely to move back to the basement, so some upgrades considered in the EOC have been placed on hold.
- Pursuit of Preparedness: Donations have been received in the past. Now funds have been placed in the budget to cover the costs moving forward.

Volunteers:

- Tornado Response and Recovery: DCEM volunteers were instrumental following the May 28th tornado. They provided support for accountability both in the field and in the EOC. They staffed the Volunteer Reception Center each day it was open to the community. Their time, effort and dedication to service is greatly appreciated by our staff.
- A CERT class is scheduled for October. We had a waiting list for this spring's class, and we received several new signups immediately following the tornado.
- New online training has been provided to volunteers as we have updated the policies and harassment free workplace training.

Grants:

- HMEP: HazMat IQ Tox Medic classes are scheduled for June 28th and 29th. Upon completed, EM will submit the final paperwork for reimbursement.

- HMGP: The project, which funded the Wakarusa Township Fire Department Generator, has been completed and reimbursement and closeout paperwork have been submitted. EM Staff will be working with Wakarusa Township Fire Department on moving forward in design and implementation of the alternate EOC.

Preparedness/Outreach:

- EM staff have been busy with outreach including facility severe weather plan and sheltering reviews, presentations (including Pioneer Ridge and Cottonwood), and supporting LKPD's Police Camp with a presentation and MCV deployment. Additional presentations and outreach are anticipated following the tornado.
- Jillian also participated in Johnson County's recent fire related exercise as an evaluator. This provided good lessons that were implemented during the tornado.

July Full Board Reorganization Meeting:

- Membership: Joe has been working to finalize the Governing Body board appointments. Jillian has been working to confirm LEPC membership for those who have not yet responded to the survey. There are only a few members left to confirm.
- Executive Committee: The Board completed a review of the survey results of those wishing to join the Executive Committee. While there is a desire to bring on new members, the Board also wanted to ensure some consistency as the EM Department transitions to a new director. The recommended Executive Committee will be provided to the Full Board for vote in July.
- Presentations: Westar staff will discuss their mutual aid procedures and EM Staff will provide an overview of the May 28th tornado response and recovery efforts.

TEPW Survey Results:

- A follow up to the original survey was sent out to the full board by Joe to solicit input on what our partners view as training and exercise needs. A few responses were received, and additional work will need to be done to finalize a schedule. The Board discussed bringing this up at the July Full Board Meeting.
- Nicole suggested considering planning, training and exercise efforts for the new crisis campus as it involves more vulnerable populations.

Nicole made a motion to adjourn the meeting which was seconded by Kay. The meeting adjourned.