



**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, March 6, 2019.

Executive Committee members present at the meeting included: Mike Russell, University of Kansas; Trent McKinley, Lawrence Police Department; Kay Johnson, PROSOCO.

Other LEPC members present included: Bud Waugh, H. Wayne Riley and Randy Brown.

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

Plan Updates:

- **LEOP:** Captain Weaver is going to all of the facilities to check if they have IAP's. The EOP plan renewal date is May 19th, and we had a late start. Connie has 15 ESF meetings to complete, and she is half way done. Meetings will be complete at the end of April. The Interim County Administrator, Sarah Plinsky, is aware of a small window of time with an expired EOP. In the future, Connie will hold Annual meetings with all of the agencies.
- **Mitigation:** EM is in the process of updating Douglas County's portion of the Region K Mitigation plan, and every agency involved should have received a survey with data information, which will be sent to go back to the state. Please give Connie a call if you need any help. The Deadline is March 16th. The importance of the plan is to allow people to apply for Hazard Mitigation Grant Funds after an event.

TEPW (Training and Exercise Planning Workshop):

- The TEPW was postponed and will be held in April. A survey will be sent out to ask for any projects, ideas, exercises or drills for the upcoming period. The plan encompasses the next 3-5 years.

Volunteer Updates:

- Radio etiquette was held last month for all the volunteer groups.
- CERT: A Full CERT course will be held in April, and this will take place after the Final 4.

Grants:

- HMEP: The January deadline was met, and EM submitted for 1 Hazmat IQ and 2 First Responder Offensive classes, and the state confirmed that they received all the paperwork.
- EMPG: The 2018 Fiscal Report was submitted for reimbursement.

- HMGP: Black Hills is installing a gas line to the generator, and sufficient flow is needed in the gas line. The deadline to install everything is at the end of April.

Preparedness /Outreach:

- Kate Dinneen taught a miniCERT class at Bethel Estates, which is an Independent Living Community. Our Intern, Lydia Jones helped Kate on this miniCERT class. The residents learned how to prepare to respond to any type of disaster before First Responders arrive.
- EM will present severe weather topics on March 18th to 3rd & 4th grade Sunset Hill Elementary school students.
- This week is Severe Weather Awareness Week, and the Weather 101 program will be coming up.

Internships:

- Lydia Jones, who is in the Atmospheric Science program from KU, is helping six hours a week and brings a different perspective on social media.
- Nate Reid from LHS is mentoring with EM staff one day a week for an hour and a half. He would like to be a Nurse Anesthesiologist, and already has his CNA license through the College and Career Center. He also is working on his CMA.

Winter Weather Activations:

- EM has been busy with activations for winter weather, social media messaging and has been diligent at looking ahead at forecasting and calling the NWS in Topeka and their perspective on the information being put out.

Tier II Reporting:-

- Randy Brown mentioned that it is standard courtesy to let your local Hazmat team to have a copy of the RMP, should there be an incident.
- Joe Hoelscher is sending Tier II Reports to their local Fire Department's jurisdiction as a courtesy to them, since the contact numbers are on the reports.
- Joe Hoelscher emailed Marla Oestreich with the Kansas Department of Health & Environment to check on how long we need to keep Tier II's.

Other:

- Jillian Rodrigue wanted to thanked John Stipetich and Andrew Foster at KU, who have been at each ESF meeting to provide guidance and support.
- Wayne H. Riley is working on a grant for a gas operated generator for Station 1 in Lecompton, which is a community shelter.

Close: A motion to adjourn was made by Mike Russell.