



DOUGLAS COUNTY EMERGENCY MANAGEMENT BOARD

111 East Eleventh Street, Unit 200
Lawrence, Kansas 66044-2909
Office: (785) 832-5259
Fax: (785) 832-5101

Executive Committee Meeting Minutes

February 3, 2021

Regular in person Executive Board meeting has been cancelled due to the National Pandemic of COVID-19. Executive Board and Emergency Management met virtually.

Those virtually present in the meeting included: Kay Johnson – Prosoco; Mike Baxter – Douglas County Consolidated Fire District #1; Mike Russell – University of Kansas; Bud Waugh – Lawrence City Commission appointee; Shane Munsch - ICL; Mike Pattrick – City of Baldwin City; KJ Abel – United Way; Jasmin Moore – Douglas County and City of Lawrence; Ken Keiter – Eudora Fire Department; Chad Voigt – Douglas County Public Works; Tina Rakes – Douglas County Zoning and Codes

Emergency Management staff virtually present in the meeting included: Robert Bieniecki, Jillian Rodrigue, Joshua Taylor, Jenni Blake

Minutes – Kay Johnson

Entertained a motion to receive the virtual meeting minutes for December 2, 2020. Mike Russell made the motion to accept and was second by Mike Baxter. All members voted in favor to approve.

Staff Updates – Robert Bieniecki, Jillian Rodrigue and Josh Taylor

- Plans –
 - EOP – State extended deadline to December 1, 2021. Beginning process for new template and update ESF information that was received. Then will distribute to partners for second look.
 - IPPW – only received 10 responses to survey; will be sending follow up to obtain additional responses. Will use this as preparedness priorities for workshop at April board meeting.
- HMEP Grant –
 - RFP has been awarded to Tetra Tech. Will not have to submit to County Commission for approval as total below \$50,000 threshold. Osage and Jefferson Counties will participate and divide payment based on county population.
 - HMEP 2022 due on the 8th, internal goal to submit by end of the week.
- EMPG Grant –
 - Status unchanged. Waiting for 2020 refund.
- FEMA Assistance for Firefighters Grant –
 - EM staff assisting Douglas County Consolidated Fire District #1's Chief Baxter with application process. Grant from Federal Government and is designed to assist Fire entities with accomplishing mission objectives by providing funding for PPE, vehicles/apparatus, employment and recruitment retention. Very competitive grant.
- COVID-19 –
 - Douglas County Hub link: [Douglascountyks.org/coronavirus](https://douglascountyks.org/coronavirus)
 - Unified Command continuing to meet weekly on Thursdays.

Common Acronyms:

Volunteers: Community Emergency Response Team (CERT) Auxiliary Communications Team (ACT)

Grants: Hazardous Materials Emergency Preparedness Grant (HMEP), Emergency Management Performance Grant (EMPG)

Plans: Local Emergency Operations Plan (LEOP)

COVID-19 Related: Unified Command (UC), Emergency Support Function (ESF), Recovery Support Function (RSF)

RFP: Request for Proposal

TEPW: Training and Exercise Planning Workshop

IPPW: Integrated Preparedness Planning Workshop



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- Mass vaccinations began last Friday – over 1000 vaccines given at that time. Today’s event will administer over 1000 vaccines. Conducted as drive thru process at fairgrounds. IAP is created for each event and is structured similarly to any event involving Command System.
- Public health has vaccination plan based on “buckets” of people in phases. Possible change of process for school district employees due to concern about substitutes for teachers during class time. Looking into scheduling clinics on weekend/evenings to help.
- Douglas County residents can sign up if interested in receiving vaccine. Please complete info: Dgco.com/vaccinationinterestform Can also call 785-843-6626 to register if online access is not available.
- United Way recruiting volunteers to help with mass COVID-19 vaccinations clinics in Douglas County. When volunteers are needed, a request for help will be sent to those who have signed up. Volunteers are not guaranteed vaccine earlier than anticipated. volunteerdouglascounty.org/need Can also call 785-843-6626 to register if online access is not available.
- Mass Testing continues at south Walmart. Available to Douglas County residents from 7:30am – 5:30pm Monday through Saturday starting Feb 2. Saliva based test. Does not require insurance or identification. Register per vehicle. Information and registration: Gogettested.com/Kansas
- Non-Congregate Shelter – Kansas was funded through FEMA to establish housing services through a local hotel for individuals needing to isolate or quarantine. There are currently 8-10 people in Lawrence’s non-congregate shelter. Read more about this program: <http://www.dcf.ks.gov/Newsroom/Pages/NonCongregateHousingUpdate.aspx>
- KLC – Kansas Leadership Center working on campaign to “Beat the Virus”. Douglas County held employee Town Hall as part of this endeavor.
- Town Hall hosted by UC EIA Team regarding COVID-19 Testing, Vaccines and Equity: <https://www.youtube.com/watch?v=ZKMuZF7-QUY>
- Unified Command -
 - Well-being branch meets regularly. Promoting #DGKS♥ with yard signs, banners and more. For your own gear or for additional information on this endeavor please visit: facebook.com/dgkshope Also promoting emotional and mental support through the MyStrength app – information for the app as well as other resources found at: LDCHEALTH.ORG/HOPE
 - Will be discussing equity proposal at tomorrow’s UC meeting. Pending use of block grant to reach population who are disproportionately impacted by virus or may not have access to notifications.
- VOLUNTEER Update – Jillian
 - Preparing for severe weather season.
 - ACT – Researching digital modes for sharing messages. Working on initiative to find local radio operative groups for possible use during emergency event. Possible exercise later this year.
 - Skywarn – did basic spotter training. No test yet due to vaccine support. Radio etiquette class to be held next month.
 - CERT – volunteers have been highly active in vaccine process.

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- OUTREACH AND SUPPORT –
 - Spotter training will be held online provided by National Weather Service.
 - Feb 4th – will participate in ESF 4 activation drill for grass fire training with local Fire Chiefs. Reviewing overall procedures.
 - Statewide tornado drill in March.
 - Severe Weather Awareness week dates TBD by State.
 - Duty Officer sending out DGKS hope Facebook message for EM every Friday. Themes have been established by Community Well Being branch.

Information Sharing –

- KJ Abel – United Way – Volunteer Recruiting – can call 785-843-6626 to register if no online access. Can also use this phone number if wanting to sign up for the vaccination interest form.
- Chad Voigt – Douglas County Public Works – KDHE took samples from “spill” along 10 miles of rock road in Lecompton Township. Awaiting results and further instruction from KDHE.
- Mike Russell – KU – Students have returned to campus. Classes began Monday.

Close -

A motion was made by Mike Russell to adjourn the meeting. Motion was second by Shane Munsch. Meeting adjourned.

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