



# DOUGLAS COUNTY EMERGENCY MANAGEMENT BOARD

111 East Eleventh Street, Unit 200  
Lawrence, Kansas 66044-2909  
Office: (785) 832-5259  
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## Executive Committee Meeting Minutes

March 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 Patrick – City of Baldwin City; Sonia Jordan – Douglas County Public Health; H. Wayne Riley – Lecompton City Council appointee

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 February 3, 2021. 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 –
  - LEOP – State extended deadline to December 1, 2021. Received new template on Monday (3/1), will begin moving forward with entering data.
  - IPPW – Email in to State to verify on a 3-year schedule. Priorities will be reviewed by Full Board at April meeting then will develop 3-year schedule. Priorities have been identified and draft shared. Focus of IPPW is to reduce overlap of exercises within agencies in County and bring together for future continuity of operations by providing standard of procedures. Recommendation to add utility and/or natural gas company to report. Will use this as preparedness priorities for workshop at April board meeting.
- HMEP Grant –
  - 2020 training has not yet been conducted due to COVID-19; will be conducted this spring.
  - Commodity flow study has been approved for 2021. Kick off meeting will be conducted soon by Tetra Tech (who was the awardee of the RFP process).
  - 2021 remaining funding will be delegated to LDCFM to conduct training via State of Kansas.
  - 2022 exercise will be Full Scale. Awaiting approval from State to move forward with prep.
- COVID-19 –
  - Douglas County Hub link: [Douglascountyks.org/coronavirus](https://douglascountyks.org/coronavirus)
  - Unified Command continuing to meet weekly on Thursdays.
  - Johnson and Johnson will be sending approx. 900 doses this week. This is a one dose vaccine.

#### 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  
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- Mass vaccinations continue weekly. Wednesdays = first dose vaccine. Fridays = second dose for those who have already received first dose and waited the four week period.
- Clinics continue to be held at the fairgrounds; PH and LMH conducting.
- May need to switch venues if need to conduct vaccine clinic for more than currently issuing. Possible location – The University of Kansas Ambler Student Recreation Center.
- Community Well Being branch has been researching ways to connect with first responders who may need support or assistance. Series of 9 free training events have been shared with UC and EM staff provided by the Kansas EMS Association.
- Douglas County also has free app available to anyone in Douglas County and available 24/7 - To sign up for the myStrength app, visit <https://mystrength.com> and use access code: Douglas County.
- Housing and human services – connecting with housing authority and senior resource center to house people within the community. City funded cold weather shelter.
- Economic Impacts – researching funding and grants to help businesses get back on feet.
- Surveillance testing is continuing. Mobile van located in Baldwin City.
- Vaccination Planning Unit – meets every week. Will be meeting with UC Leadership to discuss percentages. Phase 3 is expected within the next few weeks, however, anticipate finishing Phase 2 first. Phase 3 is ages 16-64 with major health concerns.
- COVID-19 help line to open today. Utilizing KU's previously established call center with representatives from other agencies. PIO's will push this helpline to lower overwhelm to businesses involved in the response and recovery of the pandemic. 785-864-9000 or [protect@ku.edu](mailto:protect@ku.edu)
- *\*\*If anyone from Phase 1 or Phase 2 have not yet been vaccinated and want to, please send name/email to Robert to be put on the list.\*\** [rbieniecki@douglascountyks.org](mailto:rbieniecki@douglascountyks.org)
- Testing continues at numerous locations in Douglas County. Mass testing at Walmart on South Iowa. Saliva based test. Does not require insurance or identification. Register per vehicle. Information and registration: [Gogettested.com/Kansas](http://Gogettested.com/Kansas)
- Douglas County residents can sign up if interested in receiving vaccine. Please complete info: [Dgco.com/vaccinationinterestform](http://Dgco.com/vaccinationinterestform)
- 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](http://volunteerdouglascounty.org/need)
- VOLUNTEER Update – Jillian
  - Radio Etiquette class hosted last month with volunteers.
  - Kate conducted CERT meeting last week.
  - EM worked with GIS to establish and identify rally points during severe weather – training will be conducted Thursday night.
  - 1<sup>st</sup> quarter training and meetings have been scheduled. 2<sup>nd</sup> quarter will be released soon.
  - Volunteers continue to provide assistance during Vaccination Clinics.
  - Severe Weather Awareness week – Statewide tornado drill yesterday.
- OUTREACH AND SUPPORT –
  - Daily interviews with KLWN regarding weather preparedness.
  - Interview with Journal World regarding volunteers today with Jillian.

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- Robert and Jillian conducted Homeland Security Course regarding emergency operations.
- Weather 101 online spotter classes provided by NWS was emailed.
- March 24 – EM presentation to Leadership Lawrence @ 1:15-2:30pm
- April 7 – EM scheduled to do overview with County Commission during work session @ 4pm
- Emergency Communications / Dispatch taking over all of county radio system. EM may have new radio units for EMOC / Command Vehicle within 12-18 months.
- 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.

### Close -

A motion was made by Mike Russell to adjourn the meeting. Meeting adjourned.

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