



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

September 1, 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; Bud Waugh – Lawrence City Commission appointee; Mike Patrick – City of Baldwin City Police Department; Tony Foster – Douglas County Emergency Communications

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

Minutes – Mike Baxter entertained a motion to receive the virtual meeting minutes for August 4, 2021, with one change made, correcting the title of the Commission on Emergency Planning and Response. Kay Johnson made the motion to accept and was seconded by Mike Patrick. All members voted in favor to approve.

Executive Committee Business – Robert Bieniecki

- October Full Board: Meeting to be held virtually due to current case numbers. Robert suggested having Eric Deselich from Tetra Tech come to the board meeting to review the completed Commodity Flow Study and Tabletop Exercise.

Staff Updates – Robert Bieniecki, Jillian Rodrigue and Josh Taylor

- Planning –
 - LEOP: The EOP draft was approved by the Board of County Commissioners (BOCC) at their August 25th meeting. KDEM has been notified. Once KDEM returns the draft, EM will make adjustments as needed. Then the EOP will receive final approval from the BOCC and LEPC.
 - Ingestion Pathway Plan: This is still in draft form and being adjusted by EM staff. It will be sent to KDEM soon.
 - Josh and Chief Baxter: Will work to complete a MOA with a homeowner in Eudora for a dip site as required.
 - IPPW: IT is working with Josh to set up Microsoft OneDrive as a secure space to share LEPC planning templates/forms/guidance, IPP updates, training products, etc. Josh has received exercises and training plans from LMH and KU. Once other agencies submit, he will build a schedule and connect people across agencies for joint exercises.
- Training –
 - G402: In coordination with KU Emergency Management, EM taught the first of three sessions of the G402 course (NIMS overview for Senior Officials) on August 26th. Participants included officials from the Lawrence City Commission, Douglas County Commission, Douglas County Administration, Douglas County Sheriff's Office, and Douglas County District Court. Participant response was positive, and a special, condensed version

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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of the course was requested for judges. EM is working on planning such a course. Two more sessions of the full course will follow on September 9th and October 7th.

- Grants –
 - HMEP: Jillian and Erin are working on compiling match information for grant closeout, with the goal of finishing by mid-September.
- Sirens –
 - We had 2 sirens that needed to be moved due to construction projects. This work is completed. All supplies have been received for the planned replacement of 10 siren poles and/or parts, and this work will be completed by the end of the year. All sirens are currently operating as expected.
- COVID-19 –
 - Douglas County Hub link: <http://douglascountyks.org/coronavirus>
 - State vaccination rates: <https://www.kansasvaccine.gov/158/Data>
 - Unified Command / Branch Updates: Unified Command (UC) has demobilized the Housing and Human Services, Community Well-being, and Economic Impacts Branches. After Action Meetings are completed except for Community Well-being, which is waiting on some data.
 - UC meetings are being scaled down to reflect the appropriate Incident Command participants to accomplish the incident objectives. Unified Commanders are now Sarah Plinsky, Dan Partridge, and Russ Johnson.
 - Current UC discussion on vaccinations include the following:
 - While availability may be high, demand for a third dose is unknown. The third dose may be authorized September 20th, although this could change.
 - Vaccine approval for children under 12 may increase demand significantly when it occurs.
 - Drive-through vaccine sites at the Fairgrounds or LMH are labor intensive, so many factors are being considered in a decision to open up a similar style clinic again.
 - Non-congregate sheltering: The County will seek Public Assistance from FEMA to reimburse local agencies (such as Lawrence Community Shelter) as they coordinate isolation and quarantine sheltering in area hotels. FEMA requires a public health order to justify this spending. The BOCC will consider an Emergency Public Health Order on Wednesday, September 8th. If approved, Douglas County will be ordered to support such non-congregate housing and the application will be made to FEMA for reimbursement.
- Preparedness / Outreach –
 - EM is supporting United Way and the Boys and Girls Club with some 9/11 memorial plans, including preparedness kits. United Way has grant funds to purchase supplies.
 - September is National Preparedness Month; social media posts will reflect this. EM will also post information about supporting Hurricane Ida Relief efforts.
 - EM is supporting KU Football with weather operations.
- Volunteers –
 - EM volunteers will support the Great Kaw Adventure Race on Saturday, September 25th, either with ACT volunteers on ham radios, or DCEM volunteers on an event channel with support from ECC. Volunteers will help track race participants.

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- CERT Course: A full CERT course will be offered 10/15-10/17. At this time, the event is planned with masking, social distancing, and other mitigation efforts. The current case situation is being monitored and the course may be postponed.
- On Thursday, August 26th, twenty-one staff and volunteers participated in a Stop the Bleed Training at Consolidated Fire District 1.
- The next CERT Volunteer meeting will take place September 23rd.
- If any mass vaccination clinics are reinstated, volunteer support will be used.

Info Sharing – Group

- Mike Baxter: Consolidated Fire District 1 is in the process of getting direct access to Douglas County servers without the need of a VPN service. This will make coordination of the backup EOC location simpler, among other benefits.

Close - Mike Baxter

A motion was made by Tony Foster to adjourn the meeting and was second by Kay Johnson. Meeting adjourned.

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