



**DOUGLAS COUNTY
EMERGENCY MANAGEMENT BOARD**

111 East Eleventh Street, Unit 200
Lawrence, KS 66044-2909

Office: (785) 832-5259

Fax: (785) 832-5101

January 5, 2022

Virtual

Chair Mike Baxter welcomed members and called the Douglas County Emergency Management Board/Local Emergency Planning Committee to order on January 5, 2022.

LEPC Board Members present in the meeting included:

Mike Russell
Tina Rakes
Deb Tucker
Hubert White
Matthew Faulk
Chris Lesser
Teri Axman
Mike Pattrick
Chris LaMar
Shane Munsch
Tony Foster
John Stipetich
Andrew Foster
Casey Quigley
Steve Devore

Mike Baxter
Derek Bland
Chad Voigt
Truman Waugh
Lane Sekavek
James Druen
Josh Woodward
KJ Abel Ruch
Ethan Unfred
Amy Lurken
David Ernst
Kay Johnson
Lynn Hughes
Bob Newton
Mindy Andrasevits

Emergency Management staff included:

Robert Bieniecki
Jillian Rodrigue

Joshua Taylor
Erin Huneke

Others attending:

Eric Nold
Sonia Jordan
Nelson Mosley

Aaron Spreer
Amy Lurken

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), Continuity of Operations Plan (COOP)
COVID-19 Related: Unified Command (UC), Emergency Support Function (ESF), Recovery Support Function (RSF)
Procurement: Request for Proposal (RFP), Request for Quote (RFQ)
TEPW: Training and Exercise Planning Workshop
IPPW: Integrated Preparedness Planning Workshop



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Welcome/Minutes of October 6th, 2021

- Chair Mike Baxter called the meeting to order.
- Teri Axman moved to approve the minutes of the October 6th Full Board Meeting. Mike Patrick seconded and the motion passed.

Committee Business:

- The Executive Committee reviewed the LEPC bylaws in November and recommended no changes.
- The Annual LEPC Compliance form was submitted online to KDEM, certifying that the LEPC has fulfilled requirements and providing necessary supporting documentation.

Presentation:

- Josh Taylor presented on the Integrated Preparedness Plan Workshop (IPPW).
 - The IPPW helps develop priorities for exercises across agencies in order to create the Integrated Preparedness Plan which runs on a three-year cycle.
 - The IPPW is tied into funding from the EMPG.
 - Josh will be sending out a survey to assess priorities and goals. He will compile this data and bring priorities to the April Full Board Meeting.
 - The survey was reviewed, along with a program report template provided by FEMA that can be used to update EM on training and exercises throughout the year.

Staff Updates – Robert Bieniecki, Jillian Rodrigue, Josh Taylor

- COVID Response and Recovery Updates
 - Douglas County COVID Dashboard: <https://reports.mysidewalk.com/4fda1b963e>
 - Recent increases in case numbers in the county have meant that Unified Command will continue to meet at its current pace rather than demobilizing further.
 - The health department will be creating a mask order and bringing it to the BOCC, probably later this week. The main concern at this point is staffing shortages at the hospital.
- Plans:
 - **LEOP:** The EOP has been fully approved by KDEM and the Douglas County BOCC. ESF meetings will be held each month to review procedures, participate in a tabletop exercise, and update ESF plans as needed. This process will continue over the next few years until a new revision of the full plan is due in 2024.
 - **COOP:** Close and internal partners have been communicating with Josh and several plans have moved into the BOLD system.
- Grants:

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- **HMEP:** EM is working with procurement to create an RFP for a company to help with a full scale exercise for mid-2022. February 8th is the deadline to apply for FY23's HMEP Project.
 - **EMPG:** We are about to apply for reimbursement for 2021 expenses. EMPG funds two staff positions. Many of the exercises spoken about in the IPPW presentation are required by this grant.
 - Volunteer Groups (CERT, ACT, Skywarn)
 - The Volunteer Recognition Event was held in December, with a good turnout. Thank you to those LEPC members who attended to support our volunteers.
 - Training season begins tomorrow for weather spotters, and the training schedule is full for the next couple of months for volunteer groups.
 - Outreach and Preparedness:
 - Upcoming events:
 - Weather 101, March 3
 - Severe Weather Awareness Week: March 7-11
 - Statewide Tornado Drill, March 8
 - Severe Weather Symposium (Virtual), March 12
 - EM can come out to your business or agency to do a special training session on severe weather response, preparedness, or spotting if desired (in-person or virtual). EM can also look at your severe weather plan or provide templates and support as you write one.
 - The Mobile Command Vehicle (MCV) has been transferred over to the Sheriff's Office (DGSO). They have already deployed it this year. Partners are still able to request the MCV, but it will happen through the Sheriff's office instead of EM. DGSO has the resources to update the vehicle to make it as helpful as possible to the county.
 - Sirens:
 - We are entering year two of a three-year project to replace components of the outdoor warning sirens. All sirens are operational and are being updated as part of a regular cycle. Ten sirens were worked on in 2021 and 10 more are planned for 2022. The maintenance company has recommended which sirens should be worked on when.
 - The siren warning software will be updated which will increase our capabilities.

Information Sharing

- Jillian Rodrigue – The EOC was activated on Wednesday, December 15th. Activation was initially for ESF 4 to support increased fire risk, but continued due to severe weather. EM is having conversations about changing how this kind of EOC Activation (ESF 4) functions.
- Mike Baxter – Chief Baxter emphasized the importance of ESF meetings and familiarizing yourself and your staff with your potential EOC role.

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- Teri Axman – LMH does a hazard analysis every year, and things that have stood out include disease outbreak, cyber security, and workplace violence (typically among patients). Teri will provide the final report to the LEPC.
 - Teri Axman and Sonia Jordan – LMH is in crisis staffing right now due to staff being out with COVID. Cases are high in our county. Teri emphasized the continued need for telework, social distancing, masking, and testing.
 - Any Lurken – Amy is taking on risk management and emergency planning for Heartland Community Health Center in 2022.
 - John Stipetich – Several KU Updates:
 - KU is holding an active threat exercise on January 13th. KU Public Safety, LDCFM, LKPD, and the Sheriff's Office will all be playing. EM and CERT will be supporting with equipment and volunteers, and Douglas County Emergency Communications will be supporting communications.
 - Classes resume January 18th. COVID cases are a concern for educational and operational continuity.
 - KUEM will be working on updating their emergency plan and how the KU EOC runs.
 - Deb Tucker – Deb is the new representative from the American Red Cross. They are completing recovery efforts from high wind and wildfires from a couple of weeks ago. Over 40 cases were opened with Red Cross including sheltering.

Adjourn:

Mike Baxter called for a motion to adjourn. Teri Axman so moved, and Lane Sekavec seconded the motion. The motion was approved.

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