



# 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 7, 2022

Executive Board and Emergency Management met virtually.

Those virtually present in the meeting included: Mike Pattrick – Baldwin City Police Department; Stu Moeckel—Eudora Schools; Brad August—Chemtrade; Truman Waugh—City of Lawrence

Emergency Management staff virtually present in the meeting included: Jillian Rodrigue, Erin Huneke

**Minutes** – Mike Pattrick entertained a motion to receive the virtual meeting minutes for August 3, 2022. Stu Moeckel made the motion to accept and was seconded by Brad August. All members voted in favor to approve.

**Executive Committee Business** –Jillian Rodrigue, Erin Huneke

- 2022-2023 Board of County Commission Membership Approval:
  - The Douglas County Board of County Commissioners approved the 2022-2023 LEPC Board Membership at their August 10<sup>th</sup> Meeting. Notice of this approval and membership list was sent to the State Committee on Emergency Planning & Response.
- October Full Board Meeting
  - Mike Pattrick will host the full board in October in Baldwin City. Parking may be limited.

**Staff Updates** – Jillian Rodrigue, Josh Taylor

- Planning –
  - LEOP: Six ESF meetings remain and will be complete by November. At each meeting, ESF representatives become familiarized with the EOC space, along with their own plans and checklists.
  - COOP: The first three-part training series took place in August for county departments. This series will help departments get into the BOLD system and create a viable COOP plan. EM received positive feedback about the first class. The series will be held again in September and October.
  - IPPW: There are no changes from previous meetings. It's time to start thinking about training and exercises to report on the survey that will go out after the October Board Meeting.
  - Mitigation: Josh Taylor has been working with partners in the County on Letters of Intent to participate in the Hazard Mitigation Grant Program along with a second grant option. For more information on applying for grants for mitigation projects, contact Josh at [jtaylor@douglascountyks.org](mailto:jtaylor@douglascountyks.org).

**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)  
RFP: Request for Proposal  
IPPW: Integrated Preparedness Planning Workshop  
EOC: Emergency Operations Center  
KDEM: Kansas Division of Emergency Management  
ARPA: American Recovery Plan Act



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- Grants—
  - HMEP: The Full Scale Exercise will take place the last week of September. The exercise will involve a hazardous materials event in the city of Lawrence, with field play on scene and at the hospital. Volunteer actors will be used in both areas. The EOC will be activated. Observers are encouraged for agencies not participating; for anyone looking to be more involved, evaluators are also needed.
  - EMPG: The 2022 EMPG Application has not been posted yet.
- ARPA project funds—
  - EM was featured in a Lawrence Journal-World article highlighting the 7 approved ARPA projects. Read it here: <https://www2.ljworld.com/news/2022/aug/18/douglas-county-emergency-management-aims-for-arpa-dollars-to-boost-disaster-response-and-preparedness/>. Several projects have begun and are waiting on second bids.
- Sirens—
  - EM is working on tying the second year of the three-year project to replace older siren poles, boxes, and equipment to siren work being done as part of ARPA projects.
  - The new software for running the sirens is almost up and running after extensive work with the software developers to improve the back end of the system.
- Volunteers—
  - Volunteers participated in a mental health training with Paul Taylor in August. Volunteers will be utilized in upcoming months helping with outreach events and KU Football Accountability.
  - The Volunteer Newsletter has been going out for 8 months; EM will be sending out a survey to recipients to gauge its success.
- Preparedness / Outreach –
  - EM staff and volunteers will welcome unmatched Big Brothers Big Sisters kids at a Big For A Day event in September where participants will take part in preparedness games and activities.
  - Kate Dinneen is developing a mini-CERT class tailored to Libraries for the Kansas Library Association.
  - The CERT Weekend Class will take place October 14-16.
  - EM volunteers will support the Great Kaw Adventure Race this year again in October. Douglas County Emergency Communications has created a communications plan.
  - EM has offered to assist Baldwin City with weather/emergency planning for the Maple Leaf Festival.
  - Kate Dinneen will be presenting to a neighborhood association in Lawrence about EM and the programs we offer.
- New Fire Chief –
  - EM met with the new Chief of Lawrence-Douglas County Fire Medical.
- Burn Resolution –
  - The current DA is supporting of prosecuting burning citations, which currently are not being prosecuted. The procedure for doing so will need to be standardized.
  - A formal working group is being formed to review the burn resolution and recommend changes to the Board of County Commissioners.

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- EM is considering using Everbridge to make it possible for community members to sign up to receive burn ban notifications.

### Information Sharing

- Stu Moeckel: Eudora Schools have been running drills in the first weeks of school and he is focusing on keeping staff and students prepared for disasters and active shooter situations.

### Close - Mike Pattrick

A motion was made by Stu Moeckel to adjourn the meeting and was seconded by Brad August. Meeting adjourned.

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