



DOUGLAS COUNTY EMERGENCY MANAGEMENT BOARD

111 East Eleventh Street, Unit 200
Lawrence, Kansas 66044-2909
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Executive Committee Meeting Minutes

March 6, 2024

Executive Board and Emergency Management met virtually.

Those virtually present in the meeting included: Greg Gardner – Douglas County; Veronica White – Lawrence-Douglas County Public Health; Tony Foster – Douglas County Emergency Communications; Brad August – Trecora; Mike Patrick – Baldwin City Police Department; Hubert White – Haskell Indian Health Center; Kathy Porsch – City of Lawrence

Emergency Management staff virtually present in the meeting included Robert Bieniecki, Erin Huneke, Josh Taylor

Minutes – Tony Foster entertained a motion to receive the virtual meeting minutes for February 7, 2024. Mike Patrick made the motion to accept and was seconded by Veronica White. All members voted in favor to approve.

Executive Committee Business – Erin Huneke, Robert Bieniecki

- April Full Board – The April meeting will take place at the Emergency Operations Center. The IPPW will take place and the American Red Cross will give a short presentation.
- A new bylaws draft is almost ready for review but has been delayed. EM staff will send it to the executive committee as soon as possible.
- EM received a written request for Tier II information about a specific facility. This is the first time such a request has been made for current staff; staff is working on a procedure that will include notification of the LEPC executive committee.

Staff Updates – Robert Bieniecki, Jillian Rodrigue, Erin Huneke

- Planning –
 - EOP: The next rewrite of the EOP is due in June of 2024, after which the revision cycle will be back to a 5-year schedule. New standards came out in December but will not be required. Douglas County will rewrite according to the old standards and incorporate new standards in updates over the next months and years. ESF drafts are complete and will be sent out to ESFs for review soon.
 - IPPW: The IPP survey has had a great response rate. Josh will present on survey results, training and hazard priorities, and the multi-year training and exercise calendar at the April meeting.
 - COOP: County department COOP plans are moving forward with support from Josh. Josh has also been supporting the City of Eudora as it builds out COOP plans.
 - Mitigation: Local groups have submitted hazard information to the Blue Umbrella contractor who is working on the rewrite of the region's hazard mitigation plan.
- Grants –
 - HMEP: Several bids have come in to design a tabletop exercise for this year.
 - EMPG: Nothing to report.

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), Emergency Support Function (ESF)

IPPW: Integrated Preparedness Planning Workshop

EOP: Emergency Operations Center

KDEM: Kansas Division of Emergency Management

ARPA: American Recovery Plan Act



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- ARPA Project Updates—
 - Sirens, Digipeater Project and Cellular Backup Project: Complete.
 - Main EOC: The Judicial and Law Enforcement Center building that houses Emergency Management and the main EOC will be remodeled within the next couple of years. Current plans have EM moving to a new building on a different site. Plans for EOC upgrades are under reconsideration to better utilize resources given these circumstances.
 - Alternate EOC: This project fund will be exhausted soon.
 - EM Vehicle: Complete.
 - EM Trailer: Trailer will receive branding wrap soon.
 - PPE: Staff This project fund will be exhausted soon.
 - All ARPA projects will be complete by the end of 2024.
- Joint Cities-County Resolution—
 - The resolution is in a new draft form but has been delayed. This draft will be shared with the LEPC as soon as possible.
- Volunteers—
 - Trainings continue as Severe Weather Season begins. Two new teams, Peer Support and EOC Support, will have kickoff meetings this month.
- Preparedness / Outreach –
 - Severe Weather Night, formerly known as Weather 101, will take place March 18t at 7pm at the Lawrence Public Library.
 - This week is Severe Weather Awareness Week. The Statewide Tornado Drill will take place later this morning. EM will test the full capability of the sirens (they will sound for 3 minutes) for the statewide drill.
 - The CERT Weekend Class will take place in Lawrence April 19-21. Registration is open.
 - Open Burning: The new online form for registering a burn will be ready to launch in the next week or so. Rack cards about the new process have been printed.

Other Updates –

- Tony shared that due to this season’s climate, the window for open burning is shrinking. This may mean that when burning is allowed, a lot of burning will happen at once.

Close – Tony Foster

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

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