



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 2, 2020

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 Russell – University of Kansas; Bud Waugh – Lawrence City Commission appointee; Shane Munsch - ICL; Marlin Bates - K-State Research and Extension – Douglas County, Mike Baxter – Douglas County Consolidated Fire District #1

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 August 2, 2020. Mike Russell made the motion to accept and was second by Shane. All members voted in favor to approve.

Executive Committee Business - Kay Johnson

- Discussion to fill vacancy on Executive Committee caused by Joe Baranski's leave. Motion by Mike Russell for Chief Mike Baxter to fill vacancy. Second by Shane. No objections made. Voting by LEPC Board for Chief Baxter to fill vacancy will be conducted at next Full Board meeting on October 7th.
- Conversation regarding the October 7th Full Board meeting. Presentation idea was discussed and approved. EM staff will contact appropriate persons to conduct presentation.
- October 7th Full Board meeting will be conducted virtually.

Staff Updates – Robert Bieniecki, Jillian Rodrigue and Josh Taylor

- Plans –
 - EOP – State has released new template. State extended deadline to August 2021 but EM has internal deadline to submit by end of calendar year. Data will be transferred to new template internally as oppose to State conducting transfer. Information regarding State planning standards and planning resources can be found at: <http://kansastag.gov/KDEM.asp?PageID=187>
 - Mitigation Plan will be uploaded to Douglas County's website soon.
- COVID-19 –
 - Smart and Safe reopening guidance was announced. Gating criteria on positive rate released on Corona Virus Douglas County Hub: <https://coronavirus-response-dgco.hub.arcgis.com/>
 - Educational Unified Command structure meets twice per week.
 - Released phased reopening strategy. Schools are submitting their plans for review – questions are going to the Safety Team which consists of Dr Marcellino and Dr Schrimsher and the infectious disease doctors at LMH.



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- Childcare team sent survey to schools requesting information on how many staff / faculty needs childcare. Currently searching for location to house children.
- Recovery Coordination Team –
 - Made up of 4 RSF teams – Economy, Health and Medical, Housing and Human Services and Education.
 - Focusing on Mission and Purpose throughout Response and Recovery coordination in moving forward. Response and Recovery happen simultaneously.
- CARES Act – Reimbursement / Direct Aid plan submitted to State. Awaiting word from State regarding approval or adjustments needed. Should hear by September 15th.
- VOLUNTEER Update –
 - Continue to engage and connect with volunteers via virtual meetings.
 - September is National Preparedness Month –social media posts to get community prepared for severe weather and other natural catastrophes.
 - Bert Nash offering staff / volunteers mental health first aid class.
 - Amateur radio repeater has backup power and equipment installed that will disconnect during surge.
 - CERT Program – online CERT courses will be offered soon. Once virtual class completed can turn in certificate in order to participate in hands on class. Class size dependent on interest and Governor’s orders for social distancing.
- OUTREACH AND SUPPORT –
 - EM Staff conducted severe weather walk thru on LMH West Campus
 - 9/11 Day of Service – EM will have adult / child preparedness pamphlets inserted into food bags distributed by Just Food from their mobile food truck.
 - EM Website being updated and streamlined for ease of use
 - National Preparedness videos being conducted with the help from children from the Boys and Girls Club.

Essential action items:

- Staff to contact potential presenter for October 7th Full Board meeting
- Staff to contact Chief Mike Baxter to fill Executive Committee vacancy
- Keep watch on severe weather - conducting siren tests and maintaining EOC / EMOC in preparation of severe weather and ensuring social distancing practices are being used
- Calendar invite to the October Full Board meeting will be sent out within the next week.

Non-essential action items:

- All education and outreach programs have been cancelled until further notice
- Annual report has been paused

Close

A motion was made by Mike to adjourn the meeting. Remaining Executive Committee members are absent or left early due to other commitments. Meeting adjourned.