

**LEPC MEETING MINUTES**  
**January 21, 2009**

Chairperson Lt. Lee Hoeksema called the meeting to order at 10:00 a.m.

**Members in Attendance:** Tom Bosscher, Deb Guy, Gerry Dawson, Bill Denemark, Dave Geurink, Adeline Hambley, Lt. Lee Hoeksema, Dave Krevda, Sindee Maxwell, Anne McManus, Randy Mergener, Dianne Phillips, Chris Saddler, Gord Schrottenboer, Tom Shephard, Bill Smith, Rich Szczepanek, Beth Thomas, Judy Vischer,

**Members Excused:** Blain Beckett, Dr. Adam Kantrovich, Susan Paauwe, Bonnie Schuitema, Amy Swords, Steve VanderHill, Ken Walits

**Members Unexcused:** Michael Averill, Don Hutchens, Eric Klingensmith, Lis McNeil, Earl Mokma, Rick Velderman, Paul Ziegler

**New Members Introduced:** None

**Guests Present:** Jason Jenkinson: Request Foods, Kevin Alderink: Liquid Industrial Service, John Allen: GR Lake Plant, Tom Gerencer: GHTR/R, Chris Hillman: Perrigo (Holland), Dr. Paul Heidel: Ottawa County Health Department

**Handouts:** 2009 meeting dates, Subcommittee assignment, LEPC mission statement

**Minutes of November 19, 2008**

- The minutes were approved as sent.

**COMMITTEE REPORTS**

**Executive Subcommittee:** (Lt. Lee Hoeksema)

- Executive subcommittee will be meeting at 9:00 on regular meeting dates
- All Subcommittees are encouraged to meet at the same time.
- We met and updated the mission statement and goals. Added item #6: "Complete all known 302 site plans within Ottawa County"
- Want to get subcommittees fired up
- Looked at by-laws and will not be making any modifications at this point

**Public Relations & Promotions Subcommittee:** (Randy Mergener)

- The PowerPoint is done. It contains a lot of pictures to help give an overview of the LEPC and what we do and is available for anyone to take to use. This could

be used for taking to groups such as the Chamber of Commerce. We need to increase our contacts and community awareness.

- The fairs and our participation at them was discussed
  - Giving out door prizes was well received and resulted in greater activity at the table
  - We should pick and choose dates to target high attendance times to maximize our efforts

**Training & Exercise Subcommittee:** (Judy Vischer)

- Want to stress the importance of training

**Outreach Subcommittee:** (Amy Swords)

- Amy Swords is resigning as chair of the Outreach committee due to work commitments

**OLD BUSINESS**

- Update on HLS Grants
- NIMS update
- 2009 Conference
  - Flyers are going out to all public officials
  - 3 speakers
    - Lori Hornbeck, MSP/HSD
    - Lt. Brian Whitsett, MSP talking about Public Act 390
    - Jim Braeker, MSP/HSD on Sara Title II
  - Will be held March 18, 2009 in main conference room from 8:00 to 12:00
    - Make sure we advertise
    - Please reach out to your public officials
- Tier II Manager
  - It is up and running
  - To become a user you need to apply and get a user name and approval

**NEW BUSINESS**

- Plan reviews were conducted for
  - Perrigo (2 sites)
  - METC (4 sites)

There were no concerns with the plans
- Critical infrastructure committee to identify facilities and a means to educate them regarding suspicious activities.
  - This is a need but not one for the LEPC to do

**HAZMAT/TECH RESCUE TEAM UPDATE**

- Hazmat Team had 7 incidents
  - Two consults and five full runs

- Tech Rescue:
  - The old tech rescue truck is for sale
  - The new truck is in service
  
- A local emergency declaration was declared for Ottawa County due to the ice jam and flooding. It has been continued to January 27<sup>th</sup>. A request has been submitted to the Governor. Different options are being evaluated to alleviate the problem.

**NEXT MEETING**

LEPC conference March 18, 2009 8a.m.-12 noon

**TRAINING**

Randy Meregner with the updated LEPC power point presentation

**ADJOURN**

Meeting was adjourned.