

**PROPOSED
OTTAWA COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE**

**Wednesday, November 16, 2005 10:00 AM
Fillmore Administration Building - EOC Training Room
12220 Fillmore Street, West Olive**

Chairperson Myra Reimink called the meeting to order at 10:00 a.m.

Members in Attendance: Chief Dan Henderson, Lee Hoeksema, Don Hutchens, Anne McManus, Lis McNeil, Randy Mergener, Earl Mokma, Chris Pfeiffer, Dianne Phillips, Ken Porter, Myra Reimink, Bonnie Schuitema, Chief Rich Szczepanek, Paul Ziegler

Members Excused: Michael Averill, Kenneth Dzieszinski, John Edwards, Dr. Paul Heidel, Eric Klingensmith, Sinee Maxwell, Susan Paauwe, Bill Smith, Amy Swords, Beth Thomas, Steve Vander Hill, Jeff VanderWerff, Rep. William VanRegenmorter

Members Unexcused: Tom Bosscher, John Crozier, Jim Hancock, Paul Hascher, George Keefe, Chuck Pistis, Cornelius VanderKam, Rick Velderman

New Members Introduced: None

Guests Present: Adam London, Ken Walits, Brian Whitsett

Handouts: Community Right to Know, Meeting dates for 2006, Information on the NOSPILL conference (January 24-25, 2006)

September 21, 2005 Minutes: Minutes were approved

COMMITTEE REPORTS

Executive Subcommittee: (Myra Reimink)

- There will be a meeting of a committee to plan the 2006 LEPC conference on November 29, 2005 at 10:00 in the EOC training room

Planning Subcommittee: (Jim Hancock)

- Dianne Phillips reported that she has updated the plans for Woodland Enterprises Blueberry Farms
- Willow Creek Farm is no longer a 302 site and has been removed from the list

Public Relations & Promotions Subcommittee: (Randy Mergener)

- Will be meeting with Myra Reimink to set a date for a committee meeting
- Will be scheduling date for presentation of Power point to LEPC

Outreach Subcommittee: (Su Paauwe)

- No Report

Training & Exercise Subcommittee: (Paul Hascher)

- No Report

OLD BUSINESS

- The 2004 Homeland Security Grant deadline has been extended again until January 31, 2006. Disbursement of the 2005 Grant will not begin until the 2004 grant is wrapped up.

· An explanation of the IS700 NIMS and IS800 NRP training was given, that this is a free on-line training at FEMA.gov website. Approximately 60 people have sent in their e-mail confirmation or certificate that they have passed one or more of the classes. Please continue to send them in to the Emergency Management office to Bill Smith at bsmith@co.ottawa.mi.us or fax to (616) 738-4053.

· Dianne Phillips presented a draft of the brochure for the 2006 LEPC conference which is scheduled for March 15, 2006 (regular LEPC meeting date). It will be CBRNE based and geared towards healthcare. They are hoping to have CEU's available. Please contact Dianne Phillips with any suggestions for speakers for the different categories that you might have.

· Fire Department Open House wrap up: There was good participation from HAZ-MAT at the open houses. The attendance was good at all except a little light at Coopersville due to this being their first one. Fire truck rides were the most popular attraction.

NEW BUSINESS

· Dianne Phillips passed around a printout of LEPC member information to be checked and updated.

· Dianne Phillips reported the Zeeland Chemicals has been fined by the EPA for a violation. They have 30 days to dispute the amount of the fine. When paying the fine they have the option of doing a SEP (Supplemental Environmental Projects) instead of paying directly to EPA. A brainstorming session was held. Ken Walits from Zeeland Chemical helped narrow down possible options for them (Zeeland Chemical) to explore. These ideas included:

- o Pollution Prevention or Reduction
- o Emergency Planning and Procedures: Intern to update and create plans for LEPC
- o Assessments and Audits
- o Environmental compliance and Promotion: Community Event/Conference
- o Other: Low power AM/FM transmitter for Zeeland

HAZMAT/TECH RESCUE TEAM UPDATE

- HAZMAT team had a tour of the Wyoming Water Treatment plant .
- October 27, 2005 HAZMAT and Tech Rescue participated in a drill with Spring Lake Fire Department.
- Operations committee interviewed seven applicants for positions on the team, three for HAZMAT and four for Tech Rescue. The executive committee needs to approve the applicants. There are still four openings for Tech Rescue and two for HAZMAT.

NEXT MEETING

Next meeting date is January 18, 2006, at the Fillmore Street Complex, EOC Training Room.

TRAINING

Pat O'Rourke from Community Mental Health gave a presentation on Critical Incident Stress de-briefing and showed a video demonstration.

Agenda

Date: November 4, 2005
To: All LEPC Members
From: William W. Smith PEM, Ottawa County Emergency Management Director
Subject: Agenda for November 16, 2005 LEPC meeting

This is a reminder of our bi-monthly meeting that is scheduled for **Wednesday, November 16, 2005 at 10:00 A.M.** at the Ottawa County Fillmore Complex.

**If you are unable to attend and would like to request an excused absence, please call Chris Saddler at 738-4052 or e-mail her at csaddler@co.ottawa.mi.us.

I. Introduction of guests

II. Approval of September 21, 2005 minutes

III. Handouts:

- Community Right to Know Bulletin
- Meeting dates for 2006

IV. Committee Reports:

Executive Subcommittee (Myra Reimink)

Planning Subcommittee (Jim Hancock)

Public Relations & Promotions Subcommittee (Randy Mergener)

Outreach Subcommittee (Susan Pauwe)

Training & Exercising Subcommittee (Paul Hascher)

V. Old Business:

- Update on 2004 and 2005 Homeland Security Grant
- IS 700 NIMS and IS 800 NRP training
- 2006 LEPC Conference
- Fire Department Open Houses wrap-up

VI. New Business:

- Updating of LEPC member information
- Zeeland Chemical discussion

VII. HazMat/Tech Rescue Team Update

VIII. Next meeting date: January 18, 2006

IX. Presentation:

- Pat O'Rourke from Ottawa County Community Mental Health on Critical Incident Stress Debriefing