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## **LEPC MEETING MINUTES** **January 17, 2007**

Chairperson Dan Henderson called the meeting to order at 10:00 a.m.

**Members in Attendance:** Blain Beckett, Tom Bosscher, Gerry Dawson, Kenneth Dzieszinski, Chief Dan Henderson, Lt. Lee Hoeksema, Don Hutchens, Anne McManus, Randy Mergener, Susan Paauwe, Dianne Phillips, Ken Porter, Myra Reimink, Chris Saddler, Rich Szczepanek, Beth Thomas

**Members Excused:** Michael Averill, Helen Cox, Paul Hascher, Eric Klingensmith, Sindee Maxwell, Chuck Pistis, Bonnie Schuitema, Bill Smith, Amy Swords, Steve Vander Hill, Paul Ziegler

**Members Unexcused:** Dr. Paul Heidel, George Keefe, Lis McNeil, Earl Mokma, Mike Monaghan, Chris Pfeiffer, Jeff VanderWerff, Rick Velderman, Ken Walits,

**New Members Introduced:** None

**Guests Present:** Bill Denmark from Holland Hospital who will be taking over for Myra Reimink in Emergency Preparedness, and Gordon Schrotenboer, Ottawa County Commissioner who is replacing Cornelius VanderKam as our County Board Representative were introduced to the members. Welcome to both!

**Handouts:** 2007 Meeting Schedule

**November 15, 2006 Minutes:** Su Paauwe made a motion to approve the November 15, 2006 minutes, seconded by Myra Reimink. All ayes. The minutes were approved.

### **COMMITTEE REPORTS**

**Executive Subcommittee:** (Dan Henderson)

- The executive committee has not met but will meet in-between now and the March meeting. The committee needs to set goals for the next year.
- Dianne is back from her hip replacement surgery.

**Planning Subcommittee:** (Amy Swords)

- No report – not present

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

- Randy reported on a personal preparedness program called “Do 1 Thing”. This information program focuses on having people do one action item per month. Several counties have been actively promoting this site/activities. It can be found at [www.do1thing.us](http://www.do1thing.us). Our LEPC might consider promoting this also.
- He is still looking for promotional pictures such as accidents, chemical spills, parade, and open houses. He has a lot of weather pictures.

**Outreach Subcommittee:** (Su Paauwe)

- She has been working on the conference. We are looking at having the Conference at the Howard Miller Conference Center instead of at the Fillmore Complex. Speakers for agri portion are the same as the conference in Kent County. We will also have a local emergency response overview. The brochure will go out in about a week to township offices, extension office, farm bureau etc. We are going to target ag businesses and dairy, meat and poultry farmers. The conference will be held from 8:00 to 12:00. Bill Rob recommends sending out the information to elevators in the area for feed suppliers and to Helena chemical and the Coopersville Museum. Donations for supplying refreshments are welcome. Sara Lee said they might be able to help with refreshments. Randy is willing to help write a press release. Dan Henderson will be the Master of Ceremonies.

**Training & Exercise Subcommittee:** (Paul Hascher)

- No Report - Absent

**OLD BUSINESS**

- Beth Thomas gave an update on the Homeland Security Grants. The 2005 grant ends on January 31<sup>st</sup>. We are trying to get everything wrapped up. An extension has been given on some projects
- NIMS update: It was recommended that the requirements for NIMS training be included with the minutes to detail what levels of management and personnel have to have which specific NIMS training. Emergency Management is working on contacting the different jurisdictions to determine who is trained and who needs to be trained. This is important because if a jurisdiction is not NIMS compliant then they will not be eligible for money thru the Homeland Security Grants. There will be added requirements in the future for IS300 and IS400 for those experienced in Incident command. The question was raised that if a group class was held, if a test could be administered at the end and the paper test mailed in. This will be checked into.

**NEW BUSINESS**

- Skywarn training. The date is set for March 23, 2007. The location still has to be determined. Everyone is welcome to attend.

- Lee Hoeksema reported that they have been working with the local schools on procedures for lockdowns and shootings. They will have training on February 13. A suggestion was made to think about the method of identifying children if they are transported to hospitals. A liaison should be sent along with them.
- Dan Henderson presented Myra Reimink with a beautiful plaque thanking her for her contribution to the LEPC both as Chairperson and as long time member.

#### HAZMAT/TECH RESCUE TEAM UPDATE

- Ken Porter gave an update on the HAZMAT team. There have not been any incidents. They are working on an instructional video. Confined space team and HazMat are looking for space to have a county exercise. If an industry wants to get involved please let them know. They have also received some new equipment in the way of 3 dome clamps. Several meetings have been held and the annual inventory was conducted.
- Dianne is back!

#### NEXT MEETING

The next meeting will be the March 21, 2007 which will be the LEPC conference entitled "Meat, Poultry and Dairy Agri-Terrorism Conference. Please plan on attending.

#### TRAINING

- No training was held

#### ADJOURN

Meeting was adjourned.