



Local Emergency Planning Committee (LEPC) Meeting

Wednesday, August 28, 2019

10:00 am

Eaton County Emergency Operations Center, 911 Courthouse Dr., Charlotte, Michigan

Meeting Minutes

Present: Ryan Wilkinson (Emergency Management), Mark Alverson (Nutrien), Joel Zachrich (CERT), Eileen Thompson (BEDHD), James Standley (Meijer), Chief Tim James (SFD & BTFD), Ruthann Clarke (Drain Commissioners Office), Dan Daly (CFD), Lt. Mike Martin (Delta FD), Jon Merrick (GIS), Cindy Anderson (RESA), Chief Rodney VanDeCastele (GLAESA), Kelly Flynn (ECCD), Asst. Chief Mike Roman (Delta FD), Blair Ballou (Road Commission), Brian Chambers (Red Cross)

Welcome and Introductions

Call to the Public

None

Approval of the May 15, 2019 Meeting Minutes

Motion to approve the May 15, 2019 meeting minutes made by Cindy Anderson. Second by Jon Merrick. Motion passes.

Approval of the agenda for the August 28, 2019 Meeting

Motion to approve the agenda for this meeting made by Jon Merrick. Second by Joel Zachrich. Motion passes.

New Business

Eaton County Emergency Operations Plan Update

The Eaton County Emergency Operations Plan has been reviewed and received Board of Commissioners approval as of last week. EM Wilkinson thanked those around the table that had a hand in reviewing portions of the plan prior to approval.

Eaton County Emergency Operations Center Update

Emergency Operations Center (EOC) capabilities continue to be strengthened. Items that are currently in the works are listed below. Once completed, these items will be presented to EOC staff and then processes/procedures can start to be trained on.

- Activation Guidelines
- Operations Guidelines – General and Position Specific
- Deactivation Guidelines
- NIMS EOC Training Requirements
- Resource Ordering Procedures and Logistics Management
- Increase PIO Capability
- Equipment and Supplies
- Delta FD EOC MOU

Proposed School Safety Committee

EM Wilkinson explained that they are starting up a school safety committee for the 2019-2020 school year. The purpose of the committee will be to continually share updated information on the Rave Panic Button app, drills, and new legislation that may arise or requirements from the new MSP Office of School Safety. The committee will meet three times this year (November/January/March) and communicate in the off months via email. More details are being finalized before exact dates and times will be set.

LEPC Bylaws Overview and Approval

EM Wilkinson advised that the May statewide LEPC meeting at the Great Lakes Homeland Security Conference emphasized having bylaws in place for local LEPCs. EM Wilkinson has put a version together and sent them out Monday to the committee for review. Motion by Chief Tim James for approve the bylaws for the Eaton County LEPC. Second by Brian Chambers. Motion passes unanimously.

Resources Update

Tier II Manager

EM Wilkinson stated that the costs for the online Tier II Manager have been incorporated into the budget for the next fiscal year. The costs cover a county account as well as individual fire departments if interested. This will save a lot of time and paper as Tier II reporting facilities will no longer have to send in physical copies of their reports. Everything can be accessed online. If approved in the budget, EM Wilkinson plans to host a quick demo of the program so fire departments can understand its capabilities. More information to come.

AskRail App

EM Wilkinson presented the AskRail app as an additional tool for understanding the contents and transport quantities of hazardous materials in railcars.

Michigan Railroads Association Railroad Emergency Contact Numbers

The 2019 version of the Michigan Railroads Association Emergency Contact Numbers pamphlet was recently pushed out across the state. If you're seeking this information for your contact lists, please get ahold of EM Wilkinson.

Old Business

Incident Overview

EM Wilkinson briefly mentioned that GM had a minor incident a little over a month ago. The incident was handled internally and a notification was made to the state in order to receive a case number. The matter is considered closed.

Superfund Amendments and Reauthorization Act (SARA Title III) Report

EM Planner Rod Sadler submitted annual SARA Title III updates in June.

Training and Exercise Opportunities

- ICS-300 Intermediate ICS for Expanding Incidents (weekend offering) – September 21-22, 2019
- All-Hazards Communications Technician (COM-T) Course – September 23-27, 2019
- Michigan Emergency Management Association (MEMA) Conference – October 6-8, 2019 Shanty Creek Resort
- ICS-400 Advanced ICS Command and General Staff Complex Incidents (weekend offering) – October 19-20, 2019
- Rising Waters Statewide Exercise – April 14-16, 2020
- Michigan Hazmat Responder Conference – April 16-18, 2020 – Crystal Mountain, Thompsonville, MI
- TENTATIVE –MGT-346 – Emergency Operations Center (EOC) Operations and Planning for All-Hazards Events - April/May 2020

Round-table from the Committee

Mark Alverson (Nutrien) reported that the agricultural industry is seeing issues due to the lack of rain this year. He predicts that this fall could be more difficult for farmers. Additionally, recently placed tariffs are becoming an issue for machinery/equipment parts.

Call to the Public

None

Adjourn

Motion to adjourn the meeting made by Chief Tim James. Second by Joel Zachrich. Meeting adjourned at 10:33 am.

Next Meeting: Wednesday, November 27, 2019 at 10:00 am, Eaton County Emergency Operations Center, 911 Courthouse Dr., Charlotte, Michigan