

## Stephenson County Local Emergency Planning Committee (LEPC) Minutes from Meeting of: February 28, 2006

President Dennis Bergman called the meeting to order at 1:00 pm in the conference room of the Stephenson County Highway Department Offices located at 295 West Lamm Road.

Members Present:

<b>Name</b>	<b>Representing</b>
Jean Korte	FHN Memorial Hospital
Terry Groves	Stephenson County EMA
Dennis Bergman	Lena Fire Department
Stephen Holbert	Stephenson County EMA
Kevin Countryman	Freeport Fire
Daniel Stoehr	Fehr-Graham and Assoc
Mert Green	Adkins Energy
Scott Allshouse	ARES/RACES
Cindy Martin	American Red Cross
Dan Bowman	ARES/RACES
Craig Mutchler	Freeport Police Dept.
Ken Beach	Honeywell
Mike Liebenstein	Stephenson County EMA
Greg Munda	District 145
Craig Beintema	Stephenson County Health Department

- A motion was made to approve the minutes of the January meeting. Motion Carried
- There were no incidents to report in the last month
- Stephen Holbert advised the committee the facilities have submitted their Tier II report forms to the EMA Office. As of February 27, there were 12 sites reported.
- The February 22<sup>nd</sup> Tabletop Exercise was discussed. Stephen Holbert provided a copy of the uncompleted After Action Report for the members in attendance to review. The completed After Action Report is required to be submitted to the State within 30 days from the completion of the exercise. Holbert hopes to have the report completed within the next week and circulated to committee members for review before going to the State.

There was a short discussion on the next phase, a Function Exercise on April 29<sup>th</sup>, a Saturday. The design committee will have a report prepared for the next monthly LEPC meeting.

- There was a discussion involving the Special Needs Population, alerting them to a chemical incident and how to get the information out to them. Ideas suggesting include:
  - Targeting specific population, such as high rises, nursing homes, service providers. This has already been done to some extent and is still being worked on.
  - The Red Cross is attempting to make contact with a broad base of special needs individuals within the Freeport area thru a grant where they can mail out some 8,000 flyers to persons with that address area.
  - Contacting Church groups and “Meals on Wheels” to use their data base
  - The Red Cross advised that they were wanting phone contacts rather than mailings for recording people with special needs.

- Use technology, such as the Aloha Program, to look at what population areas around each facility would be affected depending on material, time of year, and other weather variable. Establish a base line.
- Look at what is high risk vs facilities that report but would not be considered high risk for our purposes.
  
- There was a discussion following a suggestion of having some form of tabletop discussion each year with the different sites reporting. This could be done outside of the State of Illinois requirements but still meet the needs of the LEPC requirements
  
- Next meeting will be March 28, 2006 at 1:00 PM.
  
- Meeting Adjourned

Respectfully Submitted by  
Stephen L. Holbert