

**Stephenson County Local Emergency Planning Committee (LEPC)
Minutes from Meeting of: June 27, 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:

Name	Representing
Dennis Bergman	Lena Fire Department
Kevin Countryman	Freeport Fire Department
Terry Groves	Stephenson County EMA
Stephen Holbert	Stephenson County EMA
Jean Korte	FHN/EMS
Dan Bowman	ARES/RACES
Craig Mutchler	Freeport Police Dept
Keith Eikstadt	Stephenson County Sheriff's Dept
Greg Munda	District 145
Craig Beintema	Stephenson County Health Department
Scott Allshouse	ARES/RACES
Sue Coers	Illinois Emergency Management
Mandy Hofmaster	American Red Cross
Mark Marti	Freeport PD
ABSENT WITH PRIOR NOTICE Ken Beach Dan Stoehr	Honeywell Fehr-Graham

The meeting was called to order at 100 PM by Chairman Bergman.

Introductions

Mark Marti, Freeport Police Department, was introduced by Craig Mutchler. Craig is retiring at the end of the month, and Mark has been assigned to take Craig's place.

Approval of Minutes

The minutes from the April 25, 2006 were approved.
The minutes from the May 23, 2006 were approved

Review Relevant chemical Incidents

There were no chemical incidents reported.

DVD Presentation from the Canadian National/Illinois Central Railroad

Chief Countryman presented for the Committee to watch a DVD from the CN/IC Railroad which presented information for first responders regarding railroad operations and the potential issues surrounding the rescue of injured train crews from a damage locomotive.

Some of the ideas/ issues presented in the DVD were:

- Possible training with the Railroad on actual railroad equipment
- Securing information from the railroad concerning the right-of-way.
 - Mile posts
 - Locations of access roads
 - Buried utilities along the right of way
- Information from the railroad regarding typical haz-mat loadings
- Identifying pre-existing special conditions such as bridges and overpasses

Display of MABAS 17 HAZMAT Response tow vehicle

The new Ford F550 has been decaled and was brought to the meeting for display to committee members. Chief Countryman advised that there are several bids in progress regarding the emergency lighting and radios needed to outfit the unit.

LEPC File an Information Updates

Stephen advised the Committee, with the assistance of Scott Allshouse, each reporting facility now has a "parent folder", divided into sub-folders which are:

- Cover Sheet
- Maps
- Emergency Plans
- Tier II Reports
- Vulnerability Assessment
- Detection Mechanisms
- List of on-site resources
- Confidential Information

Some of the existing information has been placed in the files and there is still some "older" information that needs to be moved from an older file system to the new system.

CAMEO

Stephen sent an email to the EPA and asked for the latest version of CAMEO and its supporting programs. The information is available as downloads from the internet, but with the number of lap-top with the program installed having a CD would be easier to update with.

Annual Report Due

Stephen was advised earlier in the morning a call from the State of Illinois advised an annual report the LEPC, regarding activities over the past 12 month period and information about the HMEP Grant (LEPC funding source), was due by July 01, 2006. Stephen prepared the report and copies were circulated for the members to review and approve. The report was approved and signed by the LEPC President and also by the the Stephenson County Emergency Management Director. A sign copy was present to Ms Sue Coers at the meeting which completed our requirement for the State.

Identify Next Steps

- IEMA Conference
An email was received after the meeting from IEMA Region 2 Office advising that online registration for the September IEMA Conference would begin in the first week of July. This year, payment at the time of registration would guarantee staying at the Crowne Plaza and not an off-site hotel.
- Tabletop Exercises and a possible Functional in 2007
Stephen asked for discussion pursuing the previously discussed idea conducting simple tabletop exercises on each of the extremely hazardous sites on file. This would be conducted on a site by site basis over the coming months.

It was also discussed having functional exercise in the fall or later in 2007. The longer time is need so that participating agencies may plan for budgetary issues.

Jean advised that if we wanted to something with the railroad involving crew extraction we would want to involve the START Team.

Sue Coers advised that we might want to consider having a training period of several days in which different response disciplines would practice various parts of the an exercise and then culminate the training with a large exercise.

President Bergman asked that the committee appoint another design committee to explore potentials at next months meeting.

Confirm the Next Meeting Date

July 25, 2006 1:00 PM Stephenson County Highway Department
Conference Room
295 W. Lamm Road

Prepared by:

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