

# STEPHENSON COUNTY LEPC

## Meeting Minutes

Date: February 27, 2007

Time: 1:00 P.M.

Location: Stephenson County Highway Department  
Conference Room  
295 W. Lamm Road  
Freeport, Illinois 61032

### In attendance:

S. Allshouse	W. Bell	Terry Groves	M. Marti
S. Holbert	D. Rackow	M. Reed	D. Stoehr
C. Beintema	M. Green	M. Martin	D. Bergman
B. Murphy	S. Alles	K. Eikstadt	M. Liebenstein
C. Isbell	J. Korte		

### Absent with prior notice:

K. Countryman      S. Coers

Meeting called to order at 1:00 P.M. by Chairman Green.

### Approval of January Minutes

Motion made by C. Beintema to approve the minutes, seconded by M. Martin. Motion passed and minutes were approved.

### Identify/Review Relevant Chemical Incidents

A letter received by the EMA Office was presented to the Committee. The letter was prepared by M. Reed of Stephenson Service Company and gave a summary of the November 25, 2006 accident involving a Stephenson Service Company nurse tank containing anhydrous ammonia.

The EMA Office reported no new incidents received in the past 30 days. The members were queried also and no new incidents were discovered.

### Sub-Committee Reports

#### 1. Tier II Reporting Committee:

- S. Alles reported to the Committee that Mr. Ken Beach of Honeywell has been in contact with the State of Illinois regarding difficulties in using the new computerized reporting format required by the State of Illinois.
  - Ken learned that the program had a flaw in it, not know to the State until its use began and has since been sent back to the designer for corrections.
  - The reporting deadline has been extended to March 10, 2007
  - There is a problem getting the completed form to print so it can be sent to the local officials as required, this is being worked on
  - Other States are having the same problems with this program as it is a mandated program by the Federal Government.

- S. Holbert reported to the Committee that as the 2006 Tier II reports are received by the EMA Office, he is comparing the new information with the 2005 information that was imported into the CAMEO program. Changes are made as necessary.
  - Tier II reports received as of February 27, 2007 are:
    - Ferrell Gas
    - Illini Protein
    - Berner Foods
    - Schwan's
    - Darling International
    - Verizon (Freeport location)
    - Com-Ed
- 2. GIS Sub-Committee
  - C. Isbell asked for clarification as to the committee's mission.
- 3. Membership Committee
  - J. Korte advised the committee has not met yet
- 4. Chemical Plan Review Committee
  - D. Bergman advised the committee has not met yet
- 5. Exercise Committee
  - S. Holbert reported the Committee met on February 08, 2007 at 10 A.M. and the sub-committee looked at the training objectives for the exercise. Each objective was briefing discussed and assigned to a discipline to examine with the intention of finalizing the objective sub points to be actually evaluated by the March sub-committee meeting. The list of objectives and review assignments are:

Objective Title	Discipline
Incident Assessment Presumptive Hazard Identification	Law Enforcement/Fire Service
Incident Command Unified Command	Law Enforcement/Fire Service
Communication	ARES/RACES
Fire Operations	Fire Service
Law Enforcement	Law Enforcement
Emergency Medical Service	EMS
Emergency Operations Center	EMA Office
Resource Management	EMA Office
Response Personnel Safety	Law Enforcement/Fire Service
Traffic, Access, and Evacuation Control	Law Enforcement
Emergency Public Information	All

- S. Holbert report to the Committee that the training Session with the Canadian National Railway is set for March 28, 2007 at Highland Community College. Letters of invitation were sent to all the Fire Protection Districts and others will be mailed out in the near future to the other responder agencies. B. Murphy asked for a copy of the letter of invitation to be sent to him and he will share that with the EMS personnel.

### Identify Next Steps

1. Mr. Ken Beach advised the EMA Office of the possibility of using an intern for a risk assessment survey over spring break. The intern recently completed his internship with Honeywell and finds that he is one report short of his requirement. Mr. Groves is in favor of this and an email was sent to the young man advising him of this offer.
2. K. Eikstadt advised that on March 03, 2007 at 830 A.M. members of the LEPC are invited to see an impromptu demonstration of the use of the Region One Mobile command vehicle, the ITEC trailer and the Winnebago mobile command Vehicle. They are going to be at the County Highway Garage 295 W. Lamm Road and the purpose of the demonstration is to see if they can be linked for communication purposes. This also a good chance for personnel who would be using the vehicles to review the vehicle's operational requirements.
3. C. Isbell advised that he has been in contact with the company that will be constructing the Blackhawk Bio Diesel plant in the Mill Race Crossing project. He has a list of the chemicals that will be moving in and out of the site during the construction phase and is willing to share that information with responders. The question was raised about talking to the proper people affiliated with the project to seek representation on the LEPC. Mr. Groves advised that he could advise who to contact.

### Next Meeting Date

The March meeting date is **MARCH 20, 2007 at 1:00 P.M.** at 295 W. Lamm Road and not the date written on the agenda.

Meeting was adjourned at 140 P.M.

Prepared by:

Stephen Holbert  
Secretary