

LOCAL EMERGENCY PLANNING COMMITTEE
AUGUST 28, 2007

Stephenson County Highway Department
295 W. Lamm Road
1:00 PM

AGENDA

1. CALL TO ORDER (Chairman)
2. ROLL CALL AND INTRODUCE GUESTS (Membership)
3. APPROVAL OF JULY MEETING MINUTES (Membership)
4. IDENTIFY / REVIEW RELEVANT CHEMICAL INCIDENTS (EMA OFFICE)
(MEMBERSHIP)
5. SUB-COMMITTEE REPORTS
 - Exercise Development
 - Possible postponement of exercise
 - Tier II Committee
 - G.I.S. Committee
 - Membership Committee
 - Dates for PC Elevator Visit
 - Chemical Response Plan
 - Starting the review process
6. IDENTIFY NEXT STEPS (MEMBERSHIP)
7. CONFIRM NEXT MEETING DATE - **September 25, 2007**

STEPHENSON COUNTY LEPC

Meeting Minutes

Date: August 28, 2007

Time: 1:05 P.M.

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

In attendance:

S. Allen	S. Allshouse	W. Bell	F. Bruscato
K. Countryman	T. Groves	S. Holbert	J. Korte
M. Martin	G. Munda	M. Marti	D. Stoehr
T. Welch	G. Fazio		

Absent with prior notice:

M. Green, S. McLeod, S. Coers, C. Beintema, C Isbell, D. Rackow

The meeting was called to order at 1:05 PM by Vice-Chairman Countryman.

Introduction of Guests

Greg Fazio, Swedish American Hospital (EMS) advised that he would be sitting in for Brian Murphy.

Approval of July Minutes

A motion was made by J. Korte to approve the July minutes as written, seconded by F. Bruscato. Motion carried.

Identify/Review Relevant Chemical Incidents

The EMA Office has not been advised of any incidents in the past 30 days. Members present did not know of any incidents in the past 30 days.

Sub-Committee Reports

Exercise Development committee met on August 21st at 10:00 A.M.

The decision was made to postpone the full scale exercise until April of 2008, if possible. Contact was made with the State of Illinois and permission was granted. Contact is being made with MABAS to solicit permission to move the date from November to April of 2008.

Funding information has been received and the potential amount of money promised would be enough to complete the full scale. However there are a couple of questions that would need to be answered in how the money could be allocated/spent

The current Disaster Declaration from the State of Illinois and pending declaration from the Federal Government is taxing the EMA Office and some responder agencies.

Figuring in the delay on funding information, the current disaster situation, and the potential situation caused by the high water levels in the Pecatonica the decision was made to move the drill date.

The sub-committee will have a full report for next month's meeting.

Tier II Committee

No report

GIS Committee

T. Groves advised that Mike Munda, from the assessor's office has approached him, advising that his work load has been reduced and he has time to work on the Tier II overlay for the County's GIS. T. Groves will facilitate this work.

The LEPC members present were asked what information they would want added to the GIS. The following were mentioned"

Facility Identification, Emergency Contact Information (24 hour), basic site emergency plan, potential number of employees present – based on time of day, shelter in place locations – weather related, site communications information.

Questions that were raised:

Access to the GIS system, first responders who have the ability to access it, and how much of it is "public". Freeport Fire advise that the HazMat unit has its own dedicated lap top and they are currently working with Freeport PD on refurbishing PD lap tops for Fire command vehicles.

What do other responders have for access to it, and if they do not have a direct access do we have the technology to forward the information to them from the County's Emergency Operations Center.?

T. Groves will discuss these issues with Mr. Munda and it was decided to do one site as a demonstration for the full committee at the next meeting.

Membership Committee

The membership sub-committee met on August 06th at 10:00 AM.

The letter requesting a site visit was finalized and sent to Pearl City Elevator regarding visiting the Pearl City site.

Penny, from Pearl City Elevator, made contact with the EMA Office and advised of two potential dates for the visit and advised mid morning would be the best time. The dates are Thursday September 13th and Friday September 21st.

LEPC members present agreed on September 21st and members attending the site visit were:

J. Korte, F. Bruscato, K. Countryman, M. Marti, T. Welch with S. Holbert acting as an alternate

This information will be forwarded to Pearl City Elevator by the EMA Office and the team will be provided with documentation for Pearl City Elevator's Pearl City site for review during the visit.

Honeywell advised that potential dates to visit Plant 4 were January 16, 23, and 30. The LEPC determined the tentative date for the visit would be January 23, one week before the LEPC's regular meeting. We would fill in later who, from the LEPC, would be visiting.

Chemical Response Plan Committee

Frank Bruscato advised that he will be replacing Cindy Martin on the sub-committee and he has been in contract with D. Bergman. They have a meeting scheduled in the near future. He has also been in contact with C. Fulrath from Jo Daviess County about reviewing the plan.

Identify Next Steps

The Tier II Committee was discussed. Ken Beach's department is stretched to the max and there has been no free time to hold a meeting. S. Holbert offered to assist D. Stoehr with the committee and this was approved. S. Alles advised that after the first of the year his department should be in better shape and he will have free time to devote to the committee, make Holbert a temporary member, which was also approved.

Note: at the close of the LEPC meeting Stoehr and Holbert met and decided to have an organization meeting at 900 AM on Friday the 07th of September.

The Chemical Plan needs to be reviewed by the sub-committee and then changes approved by the LEPC, submitted to the State of Illinois by November of 2007.

Next Meeting Date: **September 25, 2007**

Prepared by:

Stephen Holbert
Secretary