

**ALLEN COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
(LEPC)**

Meeting Minutes of December 21, 2017

Members present: Carol Bertrand, Tom Berger, Trevor Violet, Ted Brookman, Jeff Ramey, Joe Martz , Catherine Reed, Beth Seibert, Jim Michael, W.D. Litsey, Rick Skilliter, Craig Hohenbrink, Brian Winegardner

Members absent: Jon Dishong, Ron Luttrell, Steve Carr, Brian Rader, Tim Haniford, Thomas Mazur, Kevin Bruin, Jed Metzger, Robert Hutchinson, Dieter Wireman, William Kelly, Mark Gierhart, Bruce Black, Clint Roland, Paul Harris, Todd Truesdale.

Guests attending: Judith Bullock LMH, Gene Davis EMA, Steve Harvey EMA, Anita Stechschulte, Brandon Fischer ACPH, Everet Wehrly SRMC

Vice Chairman Hohenbrink called the meeting to order at 9:33 a.m. at the Red Cross Chapter House and declared that a quorum was present.

The minutes of the June 15, 2017 meeting were discussed. A motion was offered by Jeff Ramey to accept the minutes as mailed and seconded by Jim Michael. Motion passed.

The financial reports for the period of August 19, 2017 through December 8, 2017 were discussed. A motion was offered by Carol Bertrand, seconded by Beth Siebert to approve the financial report. Motion passed.

Ohio EMA's Anita Stechschulte reviewed the October joint LEPC exercise with Van Wert County, Crop Production Services and Air Gas. Allen County LEPC completed 10 of 11 exercise objectives. Shelter Management did not meet the minimum objectives. A corrective action plan was completed and submitted to the SERC. The plan was approved. Overall the exercise was a success.

Emergency Coordinator's Report- Tom discussed the need to fill two vacant committee chairs. First the Law Enforcement, Chief Deputy Winegardner was nominated by W.D Litsey, seconded by Rick Skilliter. Motion passed. Training Committee, W.D Litsey nominated Chief Todd Truesdale, seconded by Rick Skilliter. Motion passed.

Tom informed the group of the need to renew the MOU with the County Commissioners for the services of the EMA. MOU spells out the \$20,000 for the service. Motion by Rick Skilliter to approve the MOU. Seconded by Jeff Ramey. Motion Passed.

Tom informed the group of the need for a motion to pay the invoice for \$20,000 for the services of the EMA. Motion to pay the invoice, Rick Skilliter, seconded by Joe Martz. Motion Passed.

Tom asked the group for approval to complete the application for LEPC grant funding. Motion by Carol Bertrand, seconded by Jim Michael. Motion Passed.

SERC Report: N/A

Coordinators Report:

Health Department- Will be completing a functional exercise with Long term care facilities on January 17th. They will be testing evacuation procedures.

Training –N/A

Shelters – Catherine Reed updated the group on the corrective plans developed after the LECP exercise.

Transpiration – N/A

CISM- Rick Skilliter updated the group on the number of calls for service for 2017, 36. Rick also updated the group purchase of books and stuffed animals the CISM team utilizes on callouts. Lastly Rick updated the group on training being offered on January 29th and 30th.

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Tom Berger informed the group that the Hazmat team has been awarded two grants, one for an area chemical monitoring system and one grant for new air packs for the Hazmat team.

Motion to adjourn – Ted Brookman, seconded by Jim Michael. Motion passed.

Respectfully submitted,

Tom Berger
Acting Secretary