

**MIAMI COUNTY LOCAL EMERGENCY PLANNING COMMITTEE
QUARTERLY MEETING
JULY 13, 2017 4:00 PM
MIAMI COUNTY COMMUNICATION CENTER**

- I. Meeting called to order by Chair Drake at 4:02 PM.
- II. Members present: Maria Bayless, Chuck Drake, Kenny Artz, Ron Dye, Lee Harmon, Commissioner Evans, Jeff Busch, Steve Pfister, Brent Pohlschneider, Steve Kessler, Jim Bowell, Eric Krites, Dave Duchak, Heidi Harmer and Art Blackmore.

Members absent: Ben Stacy, David Heffner, Jim Crawford, Marc Cantrell, Matt Simmons, Nancy Bowman, Nate Bednar, Regan Snider, Scott Pence, Tim McNally and Tony Kendall.
- III. Guest present were Randy Earl of the ARC and Karen Harkins of UVMC.
- IV. Approval of minutes of the April 20, 2017 meeting: It was moved by Lee Harmon and seconded by Steve Pfister to accept the minutes. Motion carried.
- V. Treasurer's report: Maria presented the Treasurer's report. Balance at last meeting was \$56,986.33. Since then, receipts were \$445.16 and expenses were \$4886.48. The balance as of this meeting is \$52,545.01. The report will be forwarded for audit.
- VI. Old Business:
 - a. Hazmat Team status and responses: Eric reported there have been several request for services since our last meeting. There were two responses in Piqua, one in Tipp City, and two consultation calls.
 - b. Extremely Hazardous Substance (EHS) site visit update: Jim B. reported there were forty-seven reporting EHS sites. Thirty-four site visits are complete, with twelve remaining to be done before year's end. One of the reporting sites is actually below the threshold amount.
 - c. Public Information Request: Art reported that there have not been any request received since our last meeting.
- VII. New Business:
 1. First time filer report: Art noted the report was submitted on time. There were five first time filers: D&D Classic Brightworks, South Coast Specialty Chemicals, (2) Evenflo, Nitto Inc.
 2. Financial Status Report: Art reported the report is ready to go for signatures after which it will be submitted to the SERC.
 3. LEPC Annual Conference: The conference is October 11 at the State Fire Marshall's facility in Reynoldsburg. It is a one-day conference. Art requested approval to attend. Only expense would be the travel cost. It was moved by Steve Pfister and seconded by Jeff Busch to allow the expense. Motion carried.
- VII. Committee Reports:
 - a. Community Resources and Information: Randy reported 600 smoke alarms have been installed, and 800 Pillow Case go kits have been distributed.

- b. Equipment: Jim B. noted that two of the items on the approved April meeting list of up to \$7,250 remain to be purchased. Those items are the waders and the lock-out tag-out kit. The final expenditure should end up approximately \$350 less than the amount authorized.
- c. Executive: No report
- d. Exercise and Training: Art noted the Training and Exercise Plan Workshop (TEPW) sheets have been updated for the next four years. It is a tentative schedule for trainings and exercises we are required to or would like to have over that time period. Its purpose is to help the counties and state agencies to support each other and maximize efforts. The plan has been approved by Phil Clayton, our Ohio EMA regional supervisor. It was moved by Jim B. and seconded by Kenny A. to accept the plan. Motion carried.
- e. Legal and Enforcement: No report
- f. Membership:
 - 1. Chuck talked about the vacant position for team leader of the Exercise and Training sub-committee. The current members of the committee are Jim Crawford, Dave Heffner, Maria Bayless, Chuck Drake, Jim Bowell, Scott Pence and Art Blackmore. Steve P. nominated Jim C. to fill the leadership position. Chuck will check with Jim to see if he will accept the position.
 - 2. Art noted the two-year membership filing is due. The form is ready to be submitted for the Commissioners resolution and signatures, and will then be forwarded to the State Emergency Response Commission for their approval.
 - 3. Randy Earl requested to become an official LEPC member representing the American Red Cross. It was moved by Kenny A. and seconded by Brent P. to approve the appointment. The motion carried.
 - 4. Jeff Busch would like to have Beth Hull as an alternate. It was note that we do not have anything in the Constitution or By-Laws regarding "alternate members". The other option is to make her a regular member. Jeff noted he would let it stay as it is, with Beth continuing to attend as a guest when needed.
 - 5. Planning Writing and Policy: Art reported the LEPC Failure to Report Policy plan from 1992 has been sent out to the Plan Writing and Policy sub-committee for review. Some parts of it are obsolete. Some discussion has taken place about an approach to take, such as sending to the Prosecutor for their opinion or starting over. The sub-committee will meet for further discussion.
 - 6. Risk and Hazard Assessment: No report

VIII. Purchase Needs

- 1. Computer purchase: Art reported his computer quit working. After the county IT department review it was determined the unit is not repairable and needs replaced. Three quotes were obtained, with the lowest being \$1,403.96. He requested approval to purchase a new computer. It was moved by Lee Harmon and seconded by Brent P. to make the purchase. Motion carried.

IX. Good of the Order

It was noted that Diana Thompson is coordinating the "Tour de Donut" bicycle ride in Miami County.

X. The next meeting will be October 5, 2017.

XI. With no further business to be presented, it was moved by Jeff B. and seconded by Commissioner Evans to adjourn. Motion carried.

The meeting was adjourned at 4:32 PM.

Respectfully submitted by Art Blackmore.