



MIAMI COUNTY LOCAL EMERGENCY PLANNING COMMITTEE
QUARTERLY MEETING
October 7, 2021

I. Meeting was called to order by Chair Chuck Drake at 4:00 PM.

Members Present:

Chuck Drake, Mashell Stith, David Stockler, Jim Bowell, Joel Smith, Terry Makley, Mark Helke, Ron Dye, Bill Frey, Steve Pfister, Tim Reichard, Sam Reed, Jeff Busch, Sheriff Dave Duchak, Ivy Thoman, Nate Bednar, Commissioner Ted Mercer

Members Absent:

Jim Crawford, Brent Pohlschneider, Eric Krites, Scott Pence, Nancy Bowman, Tony Kendell, Jim Garrett, Lee Harmon, Mark Eberhardt, Sheriff Dave Duchak

II. Approval of minutes of the July 8, 2021 quarterly meeting as sent out. Joel Smith moved to approve the minutes of the last meeting; seconded by Tim Reichard. Motion carried.

III. Financial report: Mashell Stith presented the financial report as follows:

Balance at last meeting	\$70,113.68
Income since last meeting	\$22,585.00
Expenses since last meeting	\$5,078.98
Current Balance	\$87,619.70

- a. Income received from Annual SERC Grant Award
- b. Expenses were reimbursement for Mashell Stith salary/benefits 7-1-21 thru 9-30-21, Fuel for hazmat truck and materials for the new trailer.
- c. Acceptance of financial report. It was moved by Joel Smith to approve the financial report; seconded by Dave Stockler. Motion carried.

IV. Old Business:

- a. COVID-19 update: Nate Bednar indicated that they were still working on vaccinations, have begun working with schools and organizations. Pfizer booster is now available, Moderna is coming soon and J&J is unknown.
- b. Mitigation plan update: Joel Smith reported that the 5 year update is currently in process. Burton Planning was hired as the consultant and emails will start going out next week to the stakeholders in regards to the timeline.

- c. Cost Recovery actions, Mashell Stith reported that there were No Cost Recoveries. The 2 outstanding invoices are in the process of being recovered by the Prosecutors office.
- d. Public Information requests: Mashell Stith reported that 2 request had been made via email from Westech Environmental Solutions. Request is for any known information, nothing to report.
- e. Incident Command Training: ICS-300/400 Classes have been scheduled for both ICS 300 October 27-29, 2021 and ICS 400 January 27-28, 2022.
- f. Risk Management Plan: Joel Smith provided overview of the Regulated Facilities in Miami County: Brief mention was made that the Risk Management Plan (RMP) Updates have included 9 business within Miami County.

V. New Business:

- a. Approved revised Chemical Emergency and Response Plan for ESF#10 Joel Smith moved to approve the changes to the plan, seconded by Jim Bowell, Motion carried.
- b. Approve training for LEPC Information Coordinator: Joel Smith requested funds be approved for the LEPC Coordinator to attend 2 FEMA courses, Homeland Security Exercise and Evaluation Program Training and Public Information Basics. November 14-19, 2021. Approximate cost of \$800. Joel Smith moved to approve the cost, seconded by Dave Stockler. Motion carried.
- c. Mashell stated that the 2021 LEPC Fiscal Report was completed and submitted by the October 1st deadline.
- d. Other new business to be presented: LEPC Conference will be held virtually on October 21, 2021. Joel Smith will share invitations.

VI. Sub-Committee Reports:

- a. Community Resources and Information: Mark Eberhardt was not present. No update.
- b. Equipment: David Stockler stated that the committee met on October 4, 2021 and reviewed the equipment list. The old trailer will be repurposed as the “damming and diking” trailer, see purchases.
- c. Executive: Chuck Drake had nothing to report.
- d. Exercise and Training: Jim Crawford was not present, Joel gave the update, 4 year exercise cycle 2022-2025 plan is in process. See attached.
- e. Legal and Enforcement: Lee Harmon was not present. No update.
- f. Membership: Chuck Drake had nothing to report.

- g. Planning Writing and Policy: Emergency Plan for ESF#10 was approved. Deadline for submission is October 17, 2021.
 - h. Risk and Hazard Assessment: Bill Frey had nothing to report
- VII. Purchase Needs: Dave Stockler's requested \$9,337.68 to outfit the old trailer to be repurposed as the "damming and diking" trailer. Motion to approve by Dave Stockler, seconded by Jim Bowell. Motion carried. Additional funds of \$2500 will be needed to put new tires on the hazmat truck, existing ones are 2005. Motion to approve by Dave Stockler and seconded by Steve Pfister. Motion carried.
- VIII. Good of the Order: Nate Bednar stated that flu shots will be given to all county employees starting on October 15 from 7a – 2p. You can also make an appointment beginning October 18 through October 29. These shots are free and are paid for by the Board of Miami County Commissioners.
- IX. Next Meeting: Chuck confirmed the next meeting on January 6, 2022 at 4:00 pm
- X. Adjournment: With no further business to be presented, it was moved by Tim Reichard and seconded by Steve Pfister, to adjourn the meeting. Motion carried. The meeting was adjourned at approximately 5:00 pm.



4-Year Exercise Cycle

2022-2025

Local Emergency Planning Committee

SFY	SFY22 (JUL21 – JUN22)	SFY23 (JUL22 – JUN23)	SFY24 (JUL23 – JUN24)	SFY25 (JUL24 – JUN25)
Jurisdiction	Troy, Concord	Troy, Concord	Tipp City, Monroe	(not a city)
Date	Spring 2022	Spring 2023	Fall 2023	Fall 2024
Facility	Clopay	Clopay		
Type	Tabletop	Functional	Full Scale	Tabletop
Scenario				
EOC	No	Yes	No	No
Objectives	<i>TTX - 3 to 5 Objectives, FNX – 4 to 7 Objectives, FSX – 8 or more Objectives</i>			
#1 Initial Notification				X
#2 Incident Assessment		X	X	
#3 Incident Command	X		X	
#4 Emergency Ops Center		X		
#5 Resource Management				X
#6 Communications		X	X	
#7 Response Personnel Safety	X		X	
#8 Population Protective Actions	X			X
#9 Emergency Public Information		X	X	
#10 Traffic and Access Control		X	X	
#11 Shelter Management			X	
#12 Emergency Medical Services		X	X	
#13 Hospital Services			X	