

**Richland County LEPC
Meeting Minutes
March 22, 2017**

Members present: John Heinen – Richland County DEM; Brian Jones – Richland School District; Bob Bindl – RCFD; Chris Kanable – ARES/RACES; Brandon Fetterly – UW Richland; Marianne Stanek – RCPH; Darin Gudgeon – RCEM; Steve Krueger – RCFD; Scott Gald – RCFD.

1. **Meeting called to order** at 6:30 by Brandon Fetterly.
2. **Proof of notification** by Darin Gudgeon.
3. **Motion to approve agenda** by Chris Kanable, second by Marianne Stanek. Motion carried.
4. **Motion to approve minutes** of March 29, 2016 meeting by Brian Jones, second by John Heinen. Motion carried.
5. **Director/Chairman's Report:**
 - a) **Future Exercise Funding:** Darin reported that grant funding for exercises no longer available through WEM so LEPC will need to be creative on how to fund future exercises, especially full scale. Darin has \$500.00 in his EM budget for 2017. WEM will still fund Hazmat exercises.
 - b) **John Heinen as EPCRA Planner:** Jean retired January 4th. Ambulance billing contracted out. Darin does have some administrative help through the Ambulance Services and John is under contract to do all of the LEPC administrative duties and is also the EPCRA planner. Amber Burch is in Tuesday - Friday under Ambulance and helps with EM calls, etc. Jean Rice will still volunteer for Salvation Army and help at the EOC if necessary.
6. **Public Comments and Input:** Bob Bindl will be leaving County employment at end of the month. Brian will assume position of interim fire chief. The committee wishes to thank Bob for his years of service as fire chief and a member of the LEPC. There was general discussion of the local history of local fire and ambulance services. The best of luck to Bob in his retirement.
7. **New Business**
 - a. **EPCRA Plan of Work, Administration:**
 1. **Review of By-Laws:** No changes to By-Laws and no action necessary.
 2. **Review Membership List, Take Action as Necessary:** Brian to be listed as Fire Dept. rep. (TBD) as well as Richland School District; Lyle Kratochwill replaced Dick Lee as Richland Hospital rep.; Kerry Severson (vice chair of EM Committee) replaces Jeanetta Kirkpatrick; Alcam Creamery will likely be Dave Schoen—John will update. Joe Steinhocker is no longer at Schreiber Foods. Motion to research facility contacts and update list, and then approve the updated list by Brian Jones. Second by Chris Kanable. Motion carried.
 3. **Election of Officers:** Tabled until membership list is finalized.

b. HMEP Update: 2016 projects, which included workshops, hazmat training, needs assessments, a rail response plan and exercises, are complete. There is no HMEP funding for exercises, studies, planning or workshops in 2017.

c. Exercise Cycle Schedule: Have to do two tabletops in 2017. One of them needs to qualify as an EPCRA exercise. Darin will contact Alcam about the potential for an exercise with them. Brian requested Darin visit the Richland School District to provide in-service for administrative staff. There was discussion about providing a tabletop scenario with the Richland School District that could involve MABAS. The Fire Dept. exercise will be held in the fall and there was discussion of this being a regional exercise.

d. Approve Seven (7) EPCRA Facilities Off-Site Plans:

Electric Utilities (all plans, Section IV): need to update contact info with City information.

Alcam – Updated Sections: II, both contacts; III, all chemicals except Anhydrous Ammonia; IV, several contacts and public safety entries; VIII, zones and chemicals; IX, facility information.

Rockwell – Updated Sections: II, both contacts; IV, several contacts and public safety entries.

Schreiber East – Updated Sections: II, alternate contact; III, all chemicals except Anhydrous Ammonia; IV, several contacts and public safety entries; VIII, zones; IX, facility information.

Schreiber West – Updated Sections: II, alternate contact; III, all chemicals; IV, several contacts and public safety entries; VIII, zones; IX, facility information.

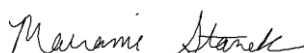
Well # 6 – Updated Sections: IV, several contacts and public safety entries; VIII, zones; IX, facility information; X, census data.

Well # 7 – Updated Sections: IV, several contacts and public safety entries; VIII, zones; IX, facility information; X, census data.

Well # 8 – Updated Sections: IV, several contacts and public safety entries; VIII, zones; IX, facility information; X, census data; XI, population estimate.

Motion to approve the 7 plans by Brandon Fetterly, second by Bob. Motion Carried.

Respectfully submitted,



Marianne Stanek, Secretary Richland County LEPC