

EMERGENCY MANAGEMENT MEETING  
MINUTES OF  
Friday, April 1, 2016

Present were: Jeanetta Kirkpatrick, Buford Marshall, Darin Gudgeon, Amber Burch and Jeanne Rice

Jeanetta called meeting to order.

Buford made motion, seconded by Jeanetta to approve notification and agenda of meeting - motion carried.

Jeanetta made motion, seconded by Buford to approve minutes of February 5, 2016 meeting - motion carried.

AmeriCorp:

Amber Burch was introduced as AmeriCorp member for Richland County. She started September 2, 2015 as AmeriCorp in this office and worked on various projects including Meal Site Safety Presentation to staff and volunteers. Amber is going to the Middle School for STEP program (Student Training Emergency Preparedness) and working on getting into other schools. Currently working on Volunteer Management Plan (VMP) for Richland County. This is a plan to be prepared for volunteers during a disaster like a tornado, flood, etc. How to utilize people who show up to help. She posts for facebook and Emergency Management web page to keep awareness in front of people. VMP is also a benefit for Marianne Stanek and Patrick Metz at Health & Human Services to meet their requirements. Amber is an EMT and also member of the Red Cross. The AmeriCorp program currently ends August 31, 2016.

First Half 2016 Plan of Work:

Darin went over Plan of Work (POW) and get signature from Jeanetta for submission required by April 1<sup>st</sup>.

Completed EPCRA items for the first half POW:

Hazard Analysis, 6 current off-site facility plans. All were reviewed at recent LEPC meeting.

HAZMAT training being done under HMEP with John Heinen.

EPCRA Right-to-Know notice will be published. Much is being put on our website to make people aware of hazards and what Richland County is doing for public safety to prevent incidents.

Darin attended all required tabletop exercises, trainings and meetings - including Governor's Conference.  
Reaching out to outlying areas like Yuba and Cazenovia to host exercises and trainings.  
Had weather spotter training at the Community Center to a packed house.  
Hazard Mitigation Plan is nearly completed.  
Buford made motion, seconded by Jeanetta to approve First Half Plan of Work - motion carried.

EM Truck:

The EM truck is a 4-door 2003 diesel with Kelly Blue Book value of \$13,000. There never was a plan to replace the truck.  
Darin has reached out to the Sheriff and Chief Deputy regarding passing down a SUV.  
Most cost effective way to deal with the truck is not to replace it but to get a new box and have it painted. Darin is getting some estimates including getting a metal utility box installed (estimate of \$4,500 - \$5,500 quoted).  
The box body is rusting. Has solid transmission and frame. Does pretty well with gas mileage.  
Discussion on passing down a Sheriff's Department SUV and making the EM truck available to the Sheriff's Department.  
Buford suggested getting a utility box.  
Need a policy for Darin's use of the truck and being able to take the truck home.  
Darin looking for approval to move forward.  
Would have to go to Finance Committee as no funds were ever set aside for the truck.  
Darin to get estimates for rust, painting and utility box for the next fiscal year of 2017 when funds can be allocated.  
Jeanetta made motion, seconded by Buford to authorize Darin to research and put in 2017 budget - motion carried.

Next meeting tentatively set Friday, June 3, 2016 at 9:00am.

Buford made motion, seconded by Jeanetta - meeting adjourned