

**MINUTES**  
**Meramec Regional Emergency Planning Committee**  
**12:00 p.m.**  
**Wednesday, March 29, 2017**  
**MRPC Office**  
**4 Industrial Drive, St. James, MO 65559**

**CALL TO ORDER:**

Chairman Kraig Bone called the Mar. 29, 2017 meeting of the Meramec Regional Emergency Planning Committee to order at 12:30 p.m.

**MEMBERS PRESENT:**

Larry Flesher, Darrell Skiles, Ray Schwartze, Andrea Rice, Susan Long, Richard Bray, Margaret Biolsi, Wendy squires, John Lucas, Kraig Bone, Jim Vandivort, Marvin Wright, Chuck Fisher and Nick Hughey.

**MEMBERS ABSENT:**

Les Murdock, Brad Nash, Kris Bayless, Ray Massey, Donna Kreisler, Ron Smith, and Doris Coffman.

**STAFF & GUESTS PRESENT:**

Tammy Snodgrass, Chery Dupes, Bonnie Prigge, Linda Carroll, Ryan Dunwoody, Caitlin Jones, Larry Miskel, John Glavin, William Goad, Dave Dudenhoeffer, Larry Kliethermes, Paul Kirchhoff, Brett Hendrix and Linda Kerr.

**APPROVAL OF AGENDA:**

Andrea Rice made a motion to approve the agenda. Susan Long seconded the motion, which passed unanimously.

**APPROVAL OF MINUTES:**

Margaret Biolsi made a motion to approve the minutes from the November 1, 2016 meeting. Andi Rice seconded the motion, which passed unanimously.

**PRESENTATION:**

Paul Kirchhoff, Executive Director of the Missouri Emergency Response Commission, provided a presentation on LEPC responsibilities.

Paul opened his presentation by commenting that this group had a good thing going and that they should keep improving and moving forward.

He briefly touched on Federal Title 42 and State 292. Title 42 was enacted after a chemical spill in Bhopal, India killed thousands. State 292 gives first responders the opportunity to receive funds to assist in their efforts in responding to hazardous incidents. The U.S. Department of Transportation, Pipeline and hazardous Materials Safety Administration funds Title 42 while State 292 is funded by fees collected from hazardous materials shippers and carriers.

Paul mentioned the Hazardous Materials Emergency Preparedness Grants (HMEP) which provides support sector planning and training to handle hazardous material emergencies. Counties see the results in the classes that are offered to first responders. He also talked about Chemical Emergency Preparedness Funds (CEPF). Funds come from the collection of the Tier II fees paid by facilities that store hazardous materials. Sixty-five percent of the fees are returned to the counties. The fees are intended to support training of local first responders to HAZMAT incidents. Tammy Snodgrass stated that currently, counties have elected to have these funds go directly to MREPC to manage. Paul stated that in the future the funds

will be going directly to the counties. When asked if MREPC would get a report of what each county would be receiving, Paul indicated that they would. Andi Rice inquired as to the timing of the distribution of the funds. Paul noted that the timeline depends on the processing of the CEPF applications. In the past, distribution of funds was slow; however, he indicated that his goal is to get these funds paid faster. Tammy stated that the CEPF applications have typically been submitted in September and with confirmation from Paul, counties should expect their funds in October.

Paul noted that under the Emergency Planning and Community Right-to-Know Act (EPCRA), each state is required to maintain a State Emergency Response Commission which in turn established Local Emergency Planning Commissions (LEPCs). He explained that the LEPC is responsible for developing and maintaining an Emergency Response Plan for chemical emergencies. They collect Tier II forms from facilities that store hazardous waste. These forms catalog locations, amounts and type of hazardous chemicals at the facility. He also went over who makes up the LEPC

- Elected local officials
- Law enforcement
- Emergency management
- Fire departments
- Citizens
- Facility representatives
- Media
- Emergency medical services
- Health department and hospitals

He noted that the LEPC is a partnership between the public, businesses and government entities. Paul closed his presentation with a few quotes regarding the importance of being prepared for emergencies.

- By failing to prepare, you are preparing to fail. *Benjamin Franklin*
- A good plan today is better than a perfect plan tomorrow. *George S. Patton*

Bonnie Prigge asked about the possibility of reducing the 15 threshold for training to ten. She noted that it is hard for the smaller volunteer departments with no budget to get that number, even by combining departments. She went on to say that rural areas are vulnerable with no access to training like this. Paul stated that those required numbers are set by the Missouri Emergency Planning Commission (MERC) but that he would see if anything could be done about lowering that number. He added that we need to work as a group to find a better way to get our first responders the training they need and noted that the county commissioners are ultimately responsible for the LEPCs.

Andi Rice suggested using some of the funds with basic fireman training and combining that with Hazmat training. Paul wasn't sure if that could be done but would look into it.

Bonnie Prigge suggested breaking classes into two evenings as opposed to holding them on a Saturday and Sunday as there may be more participation.

#### **FINANCIAL REPORT:**

Cheryl Dupes with MRPC presented the statement of revenues and expenditures through the month ended February 28, 2017. (attached)

Larry Rice Flesher a motion to approve the statement of revenues and expenditures through the month ended February 28, 2017. John Lucas seconded the motion, which passed unanimously.

Cheryl also presented the revised budget for fiscal year 2016-2017, along with a revised budget summary detailing the revisions.

Larry Flesher made a motion to approve the revised budget for fiscal year 2016-2017. Wendy Squires seconded the motion, which passed unanimously.

Tammy Snodgrass asked Paul Kirchhoff about a separate round of budgeting for flow studies. The intent is to conduct another flow study by corridor. Paul indicated that there would be another round but it would be after the classes are completed and they see what funds are still available.

#### **OLD BUSINESS:**

Tammy Snodgrass passed around flyers listing local training opportunities and asked for help in promoting the classes. The classes are geared to first responders but folks in industry are able to attend. She also mentioned the Emergency Management Institute Advanced Academy application and asked members to spread the word around.

Kraig Bone suggested putting the final plan on-line to save on postage and requiring a secure password to access the document. Some members voiced concern over the on-line idea due to the lack of access to high speed internet in their communities, especially those in the more rural areas.

Tammy indicated that it is a struggle to keep folks on the committee, especially in the areas of industry and media. She asked that if anyone had any suggestions for possible members that they send the names her way.

She also reported that a draft budget will be presented in June and that there would again be scholarships offered for attending the SEMA Conference. Tammy stated that she would begin promoting the scholarship program and making the application available in the near future.

#### **NEW BUSINESS:**

A draft of the annual training survey was shared with members. Tammy noted that information on training levels for personnel has been added and this information may be added to the plan.

John Lucas made a motion to approve the draft of the annual training survey. Andi Rice seconded the motion, which passed unanimously.

Tammy indicated that the emergency responder training survey will be getting beefed up in a month or so. Bill Goad stated that some information like the number of trucks can be pulled from the fire marshal's office.

Andi Rice asked Tammy to draft a letter to encourage fire departments to participate in trainings and have the county commissioners sign the letter.

Tammy reported that the majority of Tier II reports are in and Ryan Dunwoody has been collecting and organizing the reports. She also reported that she is working with MERC on training classes, including an Awareness and Operations Training for the fire chief in Hermann.

Tammy informed the committee that she and Ryan would be attending the Pipeline Association of Missouri (PAM) on March 30<sup>th</sup>. Part of the discussion would center on identifying pipelines and how to respond to pipeline emergencies. Paul Kirchhoff add that in the fall there would be evening training by PAM. Tammy said she would email Paul for the schedule.

Bonnie Prigge inquired about the possibility of rescheduling, before June 30<sup>th</sup>, the class that was cancelled for Vichy Volunteer Fire Department. Paul said he wasn't able to guarantee that.

Tammy noted that the CEPF extension was granted and would be working the information up after the end of the fiscal year. She added that they are still looking for someone to do a tabletop exercise and then follow-up with a full exercise. Andi Rice addressed the commissioners who were present saying that although these exercises are a lot of work, they are good training opportunities. The events are free to the community and the Emergency Medical Directors should be able to coordinate the trainings. Andi added that if there were no volunteers, her department would do, probably in Meta at the dog food facility. Marvin Wright stated that Great Minds might be open to host an exercise and Greg at the Health Clinic would be the person to talk to. Nick Hughey said he would email that contact information to Tammy.

**REPORT FROM SEMA REPRESENTATIVE:**

Brett Hendrix reported that Ernie Rhoades is the new director and that he is very pro-active. He also informed the committee that SEMA's next quarterly meeting for Region I will be on June 1, 2017 from 10 a.m. to noon in Waynesville.

**REPORT FROM MDNR REPRESENTATIVE:**

No report.

**ANNOUNCEMENT OF UPCOMING MEETINGS:**

PAM - March 30, 2017

Hazard Mitigation Meetings:

Crawford County – April 11, 2017 at 2 p.m. (plan updates)

Osage County – April 14, 2017 at 10 a.m. (plan updates)

Washington County – April 17, 2017 at 10:30 a.m. (plan updates)

Dent County – May 15, 2017 from 2-4 p.m. (initial plan)

MERC Commission Meetings:

April 7, 2017 – 10 a.m. at SEMA

August 21, 2017 at Lake of the Ozarks (at the conference)

Kraig Bone requested a list of MERC commissioners so that if there is anyone in our area we can contact them and suggest the set a lower attendance at some of the training classes.

Marvin Wright inquired about emails being sent regarding planning meetings. Tammy indicated that emails would be sent and there will also be press releases sent out.

**ANNOUNCEMENT OF UPCOMING MRECP MEETINGS:**

June 21, 2017

August 30, 2017

November 8, 2017

Tammy thanked the elected officials for coming out today saying their support is appreciated. Kraig thanked everyone for coming out and thanked Paul for presenting today. He stated to the commissioners that it's all on them and asked them to please encourage their folks to attend meetings on a regular basis.

**ADJOURNMENT:**

Andrea Rice made a motion to adjourn the meeting. John Lucas seconded the motion, which passed unanimously. The meeting adjourned at 2:15 p.m.

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Kraig Bone, Chairman

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Date

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Attest

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Date

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