

MINUTES
Meramec Regional Emergency Planning Committee
12:00 p.m.
Wednesday, June 21, 2017
MRPC Office
4 Industrial Drive, St. James, MO 65559

CALL TO ORDER:

Vice Chairman Andrea Rice called the June 21, 2017 meeting of the Meramec Regional Emergency Planning Committee to order at 12:34 p.m.

MEMBERS PRESENT:

Larry Flesher, Kendra Mobray, Andrea Rice, Susan Long, Richard Bray, Margaret Biolsi, Ron Smith, Wendy Squires, John Lucas and Nick Hughey.

MEMBERS ABSENT:

Les Murdock, Brad Nash, Darrell Skiles, Doug Drewel, Roger Wilt, Ray Massey, Dona Kreisler, Doris Coffman, Kraig Bone, Jim Vandivort, Marvin Wright, Chuck Fisher, and William Goad.

STAFF & GUESTS PRESENT:

Tammy Snodgrass and Linda Carroll.

APPROVAL OF AGENDA:

Susan Long made a motion to approve the agenda. Margaret Biolsi seconded the motion, which passed unanimously.

APPROVAL OF MINUTES:

There were several corrections to the March 29, 2017 minutes. Larry Flesher made a motion to approve the minutes as amended. Richard Bray seconded the motion, which passed unanimously.

FINANCIAL REPORT:

Linda Loughridge with MRPC presented the statement of revenues and expenditures through the month ended May 31, 2017. (attached)

Ms. Loughridge indicated that expenses were at 71 percent for the year and she didn't expect to reach 100 percent. She expects a surplus as no full scale exercises or operations and awareness classes were held.

Nick Hughey with Salem Memorial Hospital stated the he was hoping to piggyback a hazardous materials component to their exercise. He added that the hospital is required to hold a full scale exercise by November 15, 2017 and said he was open to MREPC coordinating their event.

Andrea Rice suggested putting some focus on tabletops.

Wendy Squires a motion to approve the statement of revenues and expenditures through the month ended May 31, 2017. John Lucas seconded the motion, which passed unanimously.

Ms. Loughridge also presented the proposed budget for fiscal year 2017-2018, along with a proposed budget summary detailing the revenues and expenses.

Margaret Biolsi made a motion to approve the proposed budget for fiscal year 2017-2018. Nick Hughey seconded the motion, which passed unanimously.

It was noted that MERC is not expecting any HMEP funding. The only funds received were Tier II funds. A question was brought up as to whether or not funds could be used for purchasing equipment for individual agencies. Ms. Snodgrass said she would look into the issue.

The contract for services between MREPC and MRPC in the amount of \$32,135 was up for renewal. The contract included \$20,000 for a commodity study. Wendy Squires made a motion to renew the contact. Richard Bray seconded the motion, which passed unanimously.

OLD BUSINESS:

Ms. Snodgrass reported that there were only 18 responses to the annual training survey. Iron County also submitted information since they service a portion of Washington County; however, they couldn't be included in our survey as they are not part of our region.

Gasconade County did not submit any class requests. Ms. Snodgrass state that she would contact the Hermann Fire Department and see if they wanted to request some classes.

It was suggested that there be some focus on classes other than haz mat and Ms. Snodgrass indicated that she would try to generate more survey responses. She asked committee members to make to touch base with their contacts in other agencies and give them a gently nudge.

Surveys were sent to 50 or 60 different agencies and there was a suggestion to include commissioners and board members in future mailings.

Ms. Snodgrass informed the committee that she attended the recent MERC meeting. She brought to their attention the issue that many smaller communities had with getting 15 participants for the HMEP classes. The MERC board wanted to reconsider if it meant a lot of folks weren't getting trained and it is hoped that a decision will be available at the next meeting which is in August. Ms. Snodgrass stated they she hopes to attend that meeting.

Vice Chairman Rice thanked Ms. Snodgrass for attending the MERC meeting.

Committee members were informed that a final version of the training survey would be available at the next meeting.

Ms. Snodgrass went over training opportunities that were coming up and flyers were made available to those who were interested.

The SEMA Conference is coming up in August and there was discussion of scholarships being available. Ms. Snodgrass recommended again providing two scholarships. Wendy Squires made a motion to approve the scholarships. John Lucas seconded the motion, which passed unanimously.

Ms. Snodgrass reported that Ryan Dunwoody has updated the Tier II reports on the haz mat plan and a draft for approval should be available at the next meeting.

Vice Chairman Rice asked Ms. Snodgrass to draft a letter to fire department board members encouraging them to sign up for trainings. Susan Long suggested adding a brief description of each class.

NEW BUSINESS:

As there were no nominations for officers for the 2017-2018 year, Margaret Biolsi made a motion to retain the current officers of Kraig Bone as chairman and Andrea Rice as vice chairman. Larry Flesher seconded the motion, which carried unanimously.

Ms. Snodgrass noted that an updated plan and application for Tier II funds will be available for review at the August 30 meeting.

She also asked for suggestions for guest speakers, presentations and topics for future meetings. Ms. Snodgrass added that she would like to have a MERC representative here annually to address the committee. Wendy Squires suggested Rolla bring their Emergency Response trailer.

It was noted that a representative of the Rolla Fire Department had heard that the head of HSOC said funds are going away. The Homeland Security Director of Missouri was suggested as a possible speaker and Ms. Snodgrass said that she would look into contacting him.

Larry Flesher spoke briefly the incident training that is available. The training is for dispatchers to tow truck drivers and there is no class size requirement. Flyers were available for those interested.

REPORT FROM SEMA REPRESENTATIVE:

No report.

REPORT FROM MDNR REPRESENTATIVE:

No report.

ANNOUNCEMENT OF UPCOMING MEETINGS:

Next MREPC meeting will be August 30.

ADJOURNMENT:

John Lucas made a motion to adjourn the meeting. Larry Flesher seconded the motion, which passed unanimously. The meeting adjourned at 1:40 p.m.

Kraig Bone, Chairman

Date

Attest

Date