

STEPHENSON COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

DATE: May 24, 2011

TIME: 1:30 pm

LOCATION: Highway Department Building
295 W Lamm Rd
Freeport, IL 61032

Minutes

1. Call to order Chair

Meeting called to order at 1:40pm by Chairman Countryman.

2. Roll call and introduction of guests Chair

Bill Dettman, ISP, introduced himself to the committee.

3. Approve minutes of the April 26, 2011 meeting Chair

Minutes approved by Mike Shore and seconded by Rick McDonough. All in favor. Motion carried.

4. Identify and Review relevant chemical incidents Chairman

Chief Countryman informed committee of a gasoline leak from a rusty underground tank at 145 Church St in German Valley, the site of the Genandt Funeral Home on May 19, 2011. Property will be donated to a church once the tanks are removed. Currently a 6 x 8 area of soil has been removed from under the leaking tank and is stockpiled onsite undercover awaiting analytical results. A contractor has been hired and will remove the contaminated soils and send to a landfill for disposal.

5. Sub-Committee Reports:

- Tier II Review Committee Rick McDonough
Nothing to report. All Tier 11 reports for Stephenson County have been submitted for this fiscal year. The State has informed the LEPC that all facilities in the county are in compliance.

- Membership Committee Andy Thompson
Andy distributed a list of facilities already visited by the committee and also a list of facilities in the county who submit a Tier 11, and requested that members indicate the ones they wish to visit. This will be discussed in more detail at the prep & eval subcommittee meeting June 7.

Quarterly facility site visits

Committee thought quarterly site visits was a good idea. Once the facility has been chosen a letter will be sent requesting a visit so as to set the process in motion.

- Prep & Eval Subcommittee Andy Thompson

Volunteers for the CFS will be trained June 2 at 8am. Training will last less than an hour. There will be a HazMat officer from ISP who will conduct part of the training in relation to signage and colors. Andy and Rick will discuss specifics of the study and the information to be collected and Steve Gerbode and Bill Dettman will talk to general safety in conjunction with the HazMat officer. We currently have 2 teams registered with RSVP, at least 3 more teams of 2 people are needed. Can you recommend someone?

Volunteers will wear their RSVP name badges and will also be given a laminated contact list of phone numbers to call should they have questions. A list of all the volunteers will be shared with law enforcement prior to them going out into the field in order to mitigate issues that may arise.

An excellent point was made by Rick when he suggested that the training be videotaped and made accessible to volunteers who might come onboard later with the study. Does anyone have a video camera we could borrow for the training? The training will last about an hour.

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| 6. | Identify next steps | Chair |
| | a. Next meeting date June 7, 2011 | |
| | Training for volunteers (safety, security) | Bill Dettman, Steve Gerbode |
| | Training day June 2, 2011, 8AM at the Highway Dept. | |
| | Volunteer training on CFS specifics | Rick McDonough/Andy Thompson |
| | See above note. | |
| | June 6 for training day? | |
| | Training day changed to June 2, 2011 at 8AM. | |
| 7. | Tactical Interoperable Communications Planning (TICP) | Stephen Holbert |
| | State Interoperability Executive Committee (SIEC) was broken down into work groups, each according to strengths, skills and interest. A TICP questionnaire was disseminated requesting specific information about their organizations. | |
| 8. | Open Comments | Membership |
| | Community Disaster Volunteer Training Day May 7, 2011 | Rick McDonough |
| | Rick McDonough shared that the VOAD training day was a huge success. 43 individuals attended in total. | |
| | Steph. Co approved for Federal Assistance for Feb snow storm | Stephen Holbert |
| | Stephen Holbert informed committee that a meeting is planned for Thur May 26 for county recipients to meet with FEMA to hand in their documents for verification in order to recoup 75% of funds already spent on the Feb 2011 blizzard. All FEMA grants will be written to close out event. Process went very smoothly. | |

Sue Coers, IEMA, reminded committee that the LEPC annual reports are due at the end of June.

9. Confirm June 28, 2011 meeting date

Membership

Respectfully submitted

Andy Thompson

LEPC Secretary