



Greene County
Local Emergency
Planning Committee

833 Boonville
Springfield, MO 65802
417 869 6040

Open Meeting

LEPC EXECUTIVE COMMITTEE MEETING MINUTES

Date: September 15, 2011

Time: 1:30

Location: Emergency Management Office, 833 Boonville
Springfield, Missouri 65802, 417-869-6040

The September 15th LEPC Executive Committee meeting was called to order by Chair, Ralph Siccama at 1338 hours. Those in attendance were: Ralph Siccama, Chair; Karen McKinnis, Secretary; J.R. Webb; Dennis Clinton; Ty Davisson, and Ryan Nicholls.

The June 8th minutes were approved as written.

Old LEPC Business

Ralph called for any old business to be brought forth.

Ryan briefed the committee on a potential gap in training notifications to the general membership. In an effort to bridge this communication gap Dennis Clinton will be an official LEPC public entity training liaison and members can always check the training class schedule on the website.

Ryan and Ty also discussed the concern about the LEPC or OEM not receiving notification or request of MERC classes for pre-approval; they are just seeing the post funding approval paperwork. They have been working with MERC to rectify this situation.

No further old business was brought forth.

LEPC Budget

Ryan presented the current LEPC budget. We are on track with this new budget. Ryan provided hard copies of the budget summary.

Training

Ty lead a discussion on LEPC training courses there are new grant guidelines coming soon. The ammonia refresher course is coming October 14th with good sign-up. There is a MERC flammable liquid course potentially coming if all the specifics can be worked out to get it complete by October 1st. The short deadline is due to the MERC funding deadline. Kraft has about 15 staff members that would like to attend but a host facility is still needed. This is an eight hour class to be held during the work week.

New LEPC Business

Ralph called for other new business.

None was brought forth.

Suggested Trainings

Four training class ideas were brought to the meeting to discuss the possibility of the LEPC facilitating for members:

- MSDS forms
- Tier II Class
- Form R Class
- What do the LEPC and MERC do?

The Committee discussed these classes and will work to provide them if warranted, possibly add this to the HMEP survey. Shipping papers may be another topic to associate with the MSDS forms. Lisa Cardone may be able to assist with these as well. Ryan will ask Dawn if she can come down to present about the MERC.

Discussion of October 20th General Membership Meeting

Karen will get lunch arrangements made Scallions (OTC) and Metro Grill were suggestions to look into for October.

Karen made a motion to select the 2011 end-of-year member appreciation gift electronically this month. Dennis seconded the motion. Karen will get some thermos/mug options for selection. A vote was held and passed.

A motion was made by Karen and seconded by Dennis for meeting adjournment. Motion carried. Ralph adjourned the meeting at 1434 hours.

Respectfully submitted,
Karen McKinnis, LEPC Secretary

