



Greene County  
Local Emergency  
Planning Committee

833 Boonville  
Springfield, MO 65802  
417 869 6040

## **LEPC EXECUTIVE COMMITTEE MEETING MINUTES**

Date: January 17, 2008

Time: 1:30 p.m.

Location: Emergency Management Office (Lower Level), 833 Boonville  
Springfield, Missouri 65802, 417-869-6040

The Greene County LEPC Executive Committee meeting was called to order by Lisa Cardone, Chair at 1:25 p.m.

Ryan Nicholls made a motion to approve the November 15, 2007 minutes as written; the motion was seconded by J R Webb. A vote was held and passed to approve the minutes.

### **OLD BUSINESS**

Financial Statement Report was reviewed by Ryan Nicholls. There was substantial change in the LEPC budget the \$400 MDNR LEPC grant check was received.

Ryan gave an updates on the Regional HAZMAT and WMD Planning activities. The HAZMAT plan has been updated now. The WMD plan is waiting for guidance from the state.

Ryan gave an update on training. Carolyn canceled the last OPS class, only two people were signed up to attend. The NIMS 300 and 400 classes scheduled in February are full. Carolyn will be working to get another set of these classes set. Ryan will get with Carolyn about setting up a TIER II reporting class soon. Lisa Cardone offered to be an instructor for this class. has been approached by Ozarks Technical Community College (OTC) about offering classes in the future. Ryan will continue to investigate this potential future partnership.

Carole Kidwell is preparing the first Citizen Corp. reimbursement submission. HomeTown Ready has been moving forward with the education outreach to businesses and the faith-based community. Discussion was held to present HomeTown Ready information at the next general membership meeting.

Other Old Business

None.

### **NEW BUSINESS**

Educational Opportunities

Ryan talked about Homeland Security and a recent federal mailing that sent CSAT and CFAT regulations to local businesses directly. This may be a future educational opportunity for the LEPC to offer for members.

Candy Adams recently sent an e-mail with ammonium nitrate reporting requirements attached it was decided that this could be useful to some of the LEPC members. Dave Hoover offered to send the original e-mail to Karen McKinnis for LEPC general membership dispersal.

The LEPC general membership survey results were discussed. The first page of the survey was from MERC and the results will be forwarded to Dawn Warren. The second page of the survey contained local meeting questions related to future meeting locations and food options preferred. Some of the survey respondents did not know LEPC goals, funding and other aspect of the LEPC. To increase LEPC member knowledge and understanding the executive committee decided to update the LEPC guide book. The last revision/printing was in 2000. Ryan and Carole will work on getting the guide book into an electronic format for group editing. January 31<sup>st</sup>, 11-1:00, was set as a LEPC guide book revision work meeting date. All LEPC members will be invited to this work meeting at the OEM and the LEPC will provide pizza and salad.

Lisa left the meeting and J. R. Webb took over the meeting at 1:45.

Mike Bennett discussed the LEPC member introductory packets and wants the new guide book for these packets. Mike has ideas for other packet items. If there is time at the working lunch meeting the group can look at the packet items also.

#### Other New Business

Lisa and Ryan attended the RHSOC meeting January 16. Each LEPC was asked to encourage the TIER II reporters to complete the reporting process completely. This means sending their facility report to three agencies; the state MERC, their county LEPC, and their local fire department. The state is the only one that gets money with the report, 65% of this TIER II fee comes back to the LEPC so it is important to each LEPC that all reports are properly submitted. Carole is making a database of the Greene County reporters.

The state has a new educational program called Wallie Wise which includes a turtle mascot that is the spokesperson for LEPC HAZMAT education. The program also has educational materials available to the LEPCs. To participate and support this program \$300 will be sent to the state from the LEPC educational budget.

Mike made a motion to adjourn and Ryan seconded the motion. A vote was held and passed.

With no further business the meeting was adjourned at 2:20 pm.

Respectfully submitted,  
Karen McKinnis  
Secretary

Attendees were: Lisa Cardone, Chair, Kraft; Michael Bennett, 3M; Karen McKinnis, S-GCHD; David Hoover, Ozark Health Ventures; Carole Kidwell, OEM; J. R. Webb, Greene County 911; Ryan Nicholls, OEM.

Next LEPC Executive Committee meeting March 20, 2008.

Point of contact: Ryan Nicholls, (417) 869-6040