



Minutes

January 23, 2008

1400

I. Call to Order

Rod Bell called to order the meeting of the Northern Kentucky Emergency Planning Committee at 1403, Wednesday, January 23, 2008 at the Erlanger Fire Department, 515 Graves Road, Erlanger, Kentucky.

II. Pledge of Allegiance

Rod Bell led the pledge of allegiance.

III. Roll Call

Present

Jeff Bechtold

Rod Bell

Ed Burk

Bill Dorsey

Mike Flannery

Rick Ginn

Jeff Groneck

Ken Knipper

Dan Maher

Mike Meister

John Morawetz

Ed Morris

Brad Murphy

Tom Peterson

Kirk Reinhart

Jack Scheben

John Scheben

Ron Schneider

Evie Van Herpe

IV. Introduction of Guests

No Guests present.

V. Approval of minutes

Brad Murphy made the motion to accept and approve the September 26th, 2007 minutes. Dan Maher seconded the motion. The minutes were approved by a unanimous vote.

Jack Scheben made the motion to accept and approve the November 15th 2007 minutes. Ken Knipper seconded the motion. The minutes were approved by a unanimous vote.

VI. Committee Reports

Rod Bell wanted to clarify the committee assignments and requested volunteers for all the committees. The planning committee will be comprised of the following: Dan Maher, Bill Dorsey and Ken Knipper along with any other members that wish to attend. The chair of the Committee will be Ron Schneider as the NKEPC vice chairperson.

The Grant committee will be comprised of the following: Dan Maher and Mike Meister along with the Secretary treasurer Ed Burk.

The training committee will be comprised of the following: Rod Bell and Jeff Groneck and others that wish to attend.

Planning Committee

Ed Burk stated that all plans were submitted. However due to the election and change in administration, there will not be a meeting of the KyERC until after the first of the year for the review and approval of those plans.

Grant Committee

Ed Burk stated that all paperwork and financial information has been submitted that was required for the year. He stated that we should be compliant and eligible for grants next year.

Training Committee

Brad Murphy spoke about some of the information that he received at the US EPA Region 3 Conference in Pittsburgh in December 2-5. Specifically he mentioned the GETS card that covers the US and that it gives you priority in getting lines for communications particularly in disaster situations when all telephone and Cell lines get jammed.

Rod Bell mentioned the subcommittee mentioned the IS -100, IS-200, IS-700 and IS-800 is an internal goal for the NKEPC. Ed Burk stated that he would send the FEMA link to all members so that that can get these courses. Rod Bell also mentioned the Professional Development Series from FEMA.

VI. Presidents Report

Rod Bell mentioned that he is happy with the membership. He would like to have more participation from the facilities in the community. Rod mentioned the compliance database for

CAMEO is updated and needs to be distributed to all. This is something that the local fire departments would like to have.

Rod Bell also mentioned the Wireless Information Systems for Emergency Responders (WISER). This is a program that is free to use and has a great deal of information about EHS chemicals and the interactions and cautions that first responders need to be aware of when responding to chemical spills. It can be search by a number of different methods. It is an excellent tool. Ed Burk will also send out the links to all membership.

Rod Bell also mentioned the Fingertip Book. He has forwarded the draft to membership for review. He spoke to the Alliance for Chemical Safety and another group about the Fingertip Books soliciting them to get some of the booklets. Hamilton County will be getting about 10,000 along with our 6,000. Rod was seeking contact numbers with the other area counties to insure getting as much participation as possible. We are trying to get all the orders together so that we get better prices. There was discussion about having one receiving point for the books and the Sanitation District will be that point.

Rod Bell mentioned there were 3 goals to be established for the committee. One was better accountability for Tier Two reports, next was collaborative regional meeting to work together and the final was the NIMS credential for the committee. Nothing else to report.

VII. Secretary/Treasurers Report

Ed Burk presented the financial report for NKEPC from last meeting. The beginning balance of the funds is \$27,364.16. The following expenditures were made; Check #1089 for \$481.27 to Recorder Papers for Legal ads, Check #1090 for \$122.50 to Dane Boggs for Website work, Check #1091 for \$220.09 to Enquirer Papers for Legal ads, Check #1092 for \$478.12 to Ken Knipper reimbursement for USEPA Conference and Check #1093 for \$583.36 to Brad Murphy reimbursement for USEPA Conference. The ending balance of the funds is \$25,478.82.

Ed Burk presented the financial report for NKEPC from November meeting. The beginning balance of the funds is \$20,798.59. The following expenditures were made; Check #1087 for \$239.40 to USA Net Hosting for the web site hosting, Check #1087 for \$500.00 to US EPA conference fees, and an electronic deposit from the Kentucky Revenue Cabinet for \$7,304.97. The ending balance of the funds is \$27,364.16.

He also presented the NKEPC Bus Fund account as follows: there was no activity for the period so the beginning and ending balance of the fund is \$537.20.

Dan Maher made the motion to accept and approve the treasurer's report for November 15th, 2007. Rick Ginn seconded the motion. The motion was approved by a unanimous vote.

Brad Murphy made the motion to accept and approve the amended (as to check numbers) treasurer's report for January 23rd, 2008. Dan Maher seconded the motion. The motion was approved by a unanimous vote.

VIII. Old Business

Ed Burk requested Bill Dorsey to reiterate his comments from the last meeting regarding business contacts and open records. Bill Dorsey mentioned to the committee the need to be vigilant on people who attend meetings for developing business leads. It is important to protect some of the information such as home phone numbers of facility operators, etc. from public availability. Open records request are important and the requests should be very specific. There was discussion regarding information and the availability to whom and what purposes.

Ed Morris mentioned the Laptop that is in the Command Bus. He asked if we should replace or update the laptop. There was discussion regarding the laptop and it was decided that as long as it worked it should stay with the Bus for emergencies if needed.

IX. New Business

Rick Ginn mentioned some of the equipment that GC Hazmat uses and has replaced. He also mentioned the Chemical Facilities Anti Terrorism (CFAT) requirements that may apply to some of the facilities in the area. He will forward the website to Rod Bell for review and distribution. It has requirements for site security by 2009.

Rod Bell mentioned that Charles Combs from the EPA contacted him for more involvement. Rod also mentioned that as soon as things for the Fingertip Tip books he will get information out to private industry that may want to also get them.

The meeting adjourned at 1511.

Next meeting

Subcommittee meeting March 12th, 2:00 p.m. at the Sanitation District #1, 1045 Eaton Drive, Fort Wright, Kentucky.

Regular meeting March 26th, 2:00 p.m. at the Sanitation District #1, 1045 Eaton Drive, Fort Wright, Kentucky..

Respectfully submitted,

Edward Burk
Secretary