



Minutes

January 24, 2007

1400

I. Call to Order

Secretary/Treasurer Ed Burk called to order the meeting of the Northern Kentucky Emergency Planning Committee at 1405, Wednesday, January 24th, at the Erlanger Fire Department, 515 Graves Road, Erlanger, Kentucky.

II. Pledge of Allegiance

Ed Burk led the pledge of allegiance.

III. Roll Call

Present

Jeff Bechtold

Ed Burk

Mike Flannery

Rick Ginn

Jeff Groneck

John Morawetz

Brad Murphy

Jack Scheben

John Scheben

Evie Van Herpe

IV. Introduction of Guests

Jonathan Zimmerman – Sara Lee

V. Approval of minutes

Minutes could not be approved since there was not a quorum present to make the meeting official. There is an issue on the receipt of the minutes in Word format. They will be sent in PDF format in the future and the current minutes will be resent.

VI. Committee Reports

Planning Committee

Ed Burk stated that the subcommittee met two weeks prior and the EM directors were setting up meetings with the EHS facilities to review their respective plans and physical layout. They will be reporting at the next Subcommittee meeting in March with their results.

Jack Scheben was asked if Ron Schneider got with him regarding the revision of one site plan. Specifically Ron was looking for help in determining vulnerability zones using CAMEO. Ed Burk met with him to go over the formulas and use of the Green Book.

Grant Committee

The state transferred \$5,520.85 in grant funding electronically to the Treasury. The state requested some paperwork be completed to insure that we were eligible for funding for the next fiscal year. All of that paperwork was forwarded to LeeAnn Gibson at the KyEM office. The NKEPC should be eligible for funding next year.

Training Committee

Ed Burk mentioned WISER has updated their training base and software. Anyone who uses the software may want to update the software. It is a free program and quite useful. Brad Murphy mentioned that the Kentucky League of Cities is having a training session, February 28 – March 2, 2007 in Elizabethtown that is a safety conference. Information is available on line.

VII. Presidents Report

No report. Rod Bell did ask for the membership to think about goals for the upcoming year.

VIII. Secretary/Treasurers Report

Ed Burk presented the financial report for NKEPC from last meeting. The beginning balance of the funds is \$18,201.31. There was a deposit from the Kentucky Finance Cabinet for \$5,520.85, and the following expenditures were made; Check #1081 to Palmer Promotions for \$137.78 and check # 1082 to the Community Press for \$332.40 for the legal ads for the organization. The ending balance of the funds is \$23,251.98.

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. (The Treasurer's report could not be approved since there was not a quorum present to make the meeting official.)

Ed Burk mentioned that there was a projector that was declared surplus. The appropriate paperwork was completed and sent to the state so that we could dispose of the property.

Old Business

Rick Ginn mentioned that there was going to be a regional LEPC meeting to be held on March 8th at 0930 in Clermont County.

IX. New Business

Jack Scheben mentioned that there were some new procedures that were required by the state in the plan reviews. No one at the meeting had more specific information other than the local EM directors would be covering the new paperwork in their review of the plans in the next month.

They will complete them and bring them back to the subcommittee in March for review and approval.

Rick Ginn mentioned that the Greater Cincinnati Hazmat Unit has an analytical unit now available that can respond as an independent unit. The unit is housed in Ohio but available for response to Northern Kentucky. Jack Scheben added that Boone County has the same instrument available. Both Jack and Rick shared information on the instrumentation and how they work

The meeting adjourned at 1435

Next meeting

Subcommittee meeting March 14th, 2006, 2:00 p.m. at the Sanitation District #1, 1045 Eaton Drive, Fort Wright, Kentucky.

Regular meeting March 28th, 2006, 2:00 p.m. at the at the Sanitation District #1, 1045 Eaton Drive, Fort Wright, Kentucky.

Respectfully submitted,

Edward Burk
Secretary