



Minutes

May 23, 2007

1400

I. Call to Order

Chairman Rod Bell called to order the meeting of the Northern Kentucky Emergency Planning Committee at 1400, Wednesday, May 23, 2007, at the Campbell Count Fire Training Center, 10 Fire Training Drive, Highland Heights, Kentucky.

II. Pledge of Allegiance

Rod Bell led the pledge of allegiance.

III. Roll Call

Present

Jeff Bechtold

Rod Bell

Ed Burk

Bill Dorsey

Rick Ginn

Ken Knipper

Dan Maher

Mike Meister

John Morawetz

Brad Murphy

Tom Peterson

Kirk Reinhart

Jack Scheben

John Scheben

Rob Statlander

Evie Van Herpe

Rick Watkins

Jonathan Zimmerman

IV. Introduction of Guests

David Radabaugh – Evergreen Environmental

V. Approval of minutes

Dan Maher made the motion to accept and approve the March 28th 2007 minutes as amended. Evie Van Herpe seconded the motion. The minutes were approved by a unanimous vote.

VI. Committee Reports

Planning Committee

Ed Burk mentioned that all the reports and changes approved by the Committee have been submitted to the Area Manager and everything was okay. Rick Watkins stated that they were submitted to Frankfort for approval by KyERC.

Dan Maher mentioned that there were two plans that came in late for submission and missed the deadline. He was still waiting for the Airport to review the one plan on their facility but they should be ready soon. Rod Bell asked what the committee could do to help facilitate the approval of the plans such as the required checklist by the NKEPC. Rick Watkins stated that new plans needed to be sent to the KyERC within 90 days. The problem was that the NKEPC would not meet until September and could not formally approve the plans until then. Ed Burk mentioned that the fire departments and the Boone County Emergency Management office have copies of the draft plan which is most important. The approval by the NKEPC full committee is really a formality that in all likelihood would occur. The suggestion was made to submit the plans to Frankfurt when no longer draft to meet the 90 day timeline and then submit for formal approval at the September meeting. There was some discussion regarding the types of chemicals and quantities involved at the new facilities among the membership. Further action on the plans will occur in September.

Grant Committee

Ed Burk reported that the Committee has submitted the request for \$10,000 in funds for the Committee. The request was as follows: \$4,000.00 for Right to Know, \$3,000.00 for Commission approved training, and \$3,000.00 for Commission approved travel. He further reported that in the subcategories of the account balances as follows: Right to know \$3,386.32, Data Management \$2,753.11, Telephone \$500.00, Services \$1,231.28, Office Supplies of \$1,788.31 File Cabinets of \$59.49, Approved Training of \$9,223.12 and Approved travel of \$3,763.42. For a total of \$22,705.05. This does not include the funds that were given to the NKEPC and have been expended for the NKEPC logo and 2 jackets.

Training Committee

Ken Knipper mentioned the CAMEO Class being hosted in July 10-12 by Rick Watkins. He also mentioned the EPA regional workshops in Pittsburgh. We have sent persons in the past. This seminar is December 3-5. Ken Knipper made a motion to send 3 people to attend and spend up to \$1,500.00 to attend. Rick Ginn seconded the motion. The motion was passed unanimously.

Rod Bell mentioned the IS 100, IS 200, IS 700, and IS800 classes and the desire to have all members complete the classes. These are available at the FEMA website.

Brad Murphy mentioned that the Water District is putting on a Full scale drill on August 17th or the 24th at Fort Thomas. They are still working on the logistics of the drill and arranging departments that will participate.

VII. Presidents Report

Rod Bell wanted to extend his appreciation for the opportunity to attend the Retirement ceremony for Gary Miller and the jacket that he presented to him.

Rod Bell updated the membership on the fingertip booklets that were being pursued by the region. Rod reiterated that none of the local LEPC monies will leave the state and only be used within their respective jurisdictions. He relayed that an EPA official was very enthusiastic about the project and may attend future meetings. Rod also stated that there was support from the Chemical Community and the possibility to get funding from private sources for the project. Ken Knipper mentioned the funds that may be available with the Tristate Emergency Committee.

VIII. Secretary/Treasurers Report

Ed Burk presented the financial report for NKEPC from last meeting. The beginning balance of the funds is \$23,067.27. The following expenditures were made; Check #1084 for \$122.50 to Dane Boggs for website work, and Check #1085 to Palmer Productions for \$49.50 the Retirement jacket for Gary Miller. The ending balance of the funds is \$22,895.27.

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.

Kirk Reinhart made the motion to accept and approve the treasurer's report for May 23rd 2007. Bill Dorsey seconded the motion. The motion was approved by a unanimous vote.

Ed Burk requested the NKEPC appoint some committee members to audit the books. He stated that he has been treasurer for 4 years and there is not a requirement for an outside audit by an independent auditor. He believes that this would be a good practice. Bill Dorsey made the motion to appoint a group to review the books and report to the committee. Ken Knipper seconded the motion. The motion was approved by a unanimous vote. Rod Bell appointed Tom Peterson and Ken Knipper to review the books.

Old Business

Kirk Reinhart presented an update on the Police Command vehicle that was being purchased by UASI funding. The money to get the vehicle was there however there will need to be future funding to maintain the vehicle. The tentative estimate for yearly upkeep for the vehicle is about \$6,000. He was looking for a joint letter of support from the NKEPC and the local police chief's associations. There was some discussion on what and who could use the vehicle.

Rod Bell mentioned the Tri-fold Shelter in Place brochure and Ed Burk stated that they would be ordered shortly.

Ed Burk asked the membership if all were getting the email attachments. All were getting them with the exception of a few. It may be due to filters that may be stripping the attachments.

IX. New Business

Jack Scheben mentioned a group that is patrolling the Ohio River that may be similar to US Coast Guard. It is called the United States Water Patrol. They are not in any way associated with the USCG. There are some investigations as to the group and their respective authority. He also shared a website from Michigan that deals with preparation for disaster, natural and manmade. He passed out copies for all to review. There are some good ideas for consideration on the committee website.

There was some discussion on the NKEPC Command bus and the funding of same and the restrictions on the committee.

There was some discussion on the bus wrap for the TANK bus. Rick Watkins stated that he would need a written proposal for the bus wrap for the KyERC. Rod Bell and Ed Burk stated that they would work on the proposal.

Rick Ginn stated that the Greater Cincinnati Hazmat Unit has been elevated to a level 1 hazmat unit. Also he mentioned that the company he works for was awarded the Chamber of Commerce Small Business Award.

John Morawetz mentioned that there were new rules from the Department of Homeland Security regarding chemicals and facilities and the vulnerability assessments that may be necessary. He will be forwarding them to members. There are about 360 chemicals.

The meeting adjourned at 1520

Next meeting

Regular meeting September 26, 2007, 2:00 p.m. at the Kenton County HSEM Training Room, 4th Floor, 303 Court Street, Covington, Kentucky.

Respectfully submitted,

Edward Burk
Secretary