



## **Minutes**

**May 26, 2004**

**1400**

### **I. Call to Order**

Vice Chairperson Rod Bell called to order the meeting of the Northern Kentucky Emergency Planning Committee at 1410, Wednesday, May 26, 2004, 2:00 p.m. at the Point Pleasant Fire Department, 3444 Turfway Road, Florence, Kentucky.

### **II. Pledge of Allegiance**

Rod Bell led the pledge of allegiance.

### **III. Roll Call**

Present

Rod Bell

Ed Burk

Mike Gabennesch

Mike Giordano

Rob Haney

Ken Knipper

Dan Maher

Mike Meister

Ed Morris

Brad Murphy

John Scheben

Evie Van Herpe

Rick Watkins

### **IV. Introduction of Guests**

Kevin Daniels

### **V. Approval of minutes**

Mike Giordano made the motion to accept and approve the March 24th, 2004 minutes. Dan Maher seconded the motion. The minutes were approved unanimously.

## **VI. Committee Reports**

### **A. Planning :**

Rod Bell had no report for planning

### **B. Training**

Ken Knipper stated that there was no report. He asked if the American Community Preparedness Conference fees were paid. The fees were paid. Rod Bell mentioned that the day that he attended the conference was very thought provoking. Brad Murphy who also attended the conference stated that there was one session "Legal Issues with the media" that he thought was important. Brad stated that if the media is there and they have the right to be there, that you can not take any of the film away from them. Also Brad mentioned that there was a simulated exposure to smallpox by the attendees and it demonstrated the ease of transmitting the disease and how most of the attendees were not aware to the signs of the "contagious" person. Ken Knipper thought that it was one heck of a conference. The NKEPC sent a check to register 6 people for the conference.

### **C. Grant**

Ed Burk presented the grant request for the amount of \$10,000.00 for the current year. The break down of the grant request was \$3,000.00 for Right to Know, \$1,000.00 for Services, \$3,000.00 for Commission approved training, and \$3,000.00 for Commission approved travel for training. Mike Gabennesch made a motion to approve the requested grant funding. Dan Maher seconded the motion. The motion was approved unanimously.

## **VII. Presidents Report**

No report.

## **VIII. Secretary/Treasurers Report**

Ed Burk presented the financial report on spending by the NKEPC for the last few months. The beginning balance was \$18,388.06. There was one expenditure check #1059 to the American Community Preparedness Conference for \$510.00. The ending balance of the funds is \$17,878.06. Dan Maher made a motion to accept the report. Ken Knipper seconded the motion. The motion passed unanimously.

## **IX. Old Business**

Kevin Daniels presented some information regarding the change of the NKEPC Command Bus. He stated that he wanted to change the configuration of the bus to better facilitate its use. He wanted to mover the communication section of the bus to the rear. He wanted to make the front of the bus the command center. He has a conference table to add to the bus that can accommodate 10 people. He also wanted to add a track system around the windows of the bus to hang charts. He will have a great deal of donated material. He wanted to move the power

supply to the rear and make some changes. He may need to spend some money to get the track system. Ed Burk mentioned that the Kenton County Chief's (police and fire) committed to \$333.00. Kevin does not think the expenditures should exceed a couple hundred dollars.

Rick Watkins recommended that the funds for the bus should not go through the NKEPC account. He stated that we should have a separate account to keep things clear. This separate account should cover the expenses related to the account. Mike Giordano made a motion to establish another account for operational issues outside of the statutory requirement of the LEPC and the check writing abilities are the same as required by the current NKEPC guidelines. The motion was seconded by Ken Knipper. The motion passed unanimously.

Ken Knipper mentioned that Larry Atwell was back in the hospital. Prayers and get well wishes for Larry and Jack Scheben who was not in attendance due to medical conditions.

Rod Bell had a question regarding the membership of Brad Murphy on the NKEPC due to his changing of position and employers. Rod Bell made a motion to have Brad Murphy become a member of the NKEPC representing the Northern Kentucky Water District. The motion was seconded by Mike Meister. The motion passed unanimously.

## **X. New Business**

Rod Bell mentioned that he attended the Hamilton County LEPC meeting and shared information about the NKEPC. Rod stated that we were going to see about getting cross links on our respective web sites. He mentioned that they had a training session on the situation that happened at Miamisburg.

Rod Bell also mentioned the Alliance for Chemical Safety. He was looking for more representation from the Northern Kentucky area. Mike Meister also attended and stated that it would be a good idea to be a part of the group.

Rod Bell also mentioned that he would update the goals of the organization on the web site. The current goals are from 2002 and they need to be updated.

Mike Giordano made a motion to accept the plans presented by Kevin Daniels to modify the bus. The motion was seconded by Dan Maher. The motion passed unanimously.

Mike Meister brought up the letter to solicit funds for the bus. The letter was ready but we needed to find a list to send the information out. The Chamber of Commerce was suggested. Mike and Ed Burk will work on the list.

Mike Giordano made a motion to adjourn. Dan Maher seconded the motion. The motion passed unanimously. Meeting adjourned.

Next meetings

Sub committee meetings September 8, 2004, 2:00 p.m. at the Northern Kentucky Water District, 700 Alexandria Pike, Fort Thomas, Kentucky.

Regular meeting September 22, 2004, 2:00 p.m. at the Northern Kentucky Water District,  
700 Alexandria Pike, Fort Thomas, Kentucky.

Respectfully submitted

Edward Burk  
Secretary