



## **Minutes**

**November 15, 2006**

**1400**

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

Chairman Rod Bell called to order the meeting of the Northern Kentucky Emergency Planning Committee at 1405, Wednesday, November 15th, at the Northern Kentucky Water District Headquarters, Kentucky.

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

Rod Bell led the pledge of allegiance.

### **III. Roll Call**

Present

Rod Bell

Ed Burk

John Morawetz

Brad Murphy

Jack Scheben

John Scheben

Ron Schneider

Rob Statlander

Evie Van Herpe

Rick Watkins

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

Tom Peterson - Red Cross

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.

### **VI. Committee Reports**

#### **Planning Committee**

Rod Bell stated that he sent an email regarding notification that he received in September on some questions and need for follow-up on a facility in Boone County and with White Castle.

There were some issues regarding some plan specifics that needed to be answered. They will be addressed.

### **Grant Committee**

There was notification from the state that the organization would be receiving \$5,520.85 in grant funding. The money was not in the account at the time of the meeting but should be in the account shortly. The state transfers the funds electronically and the treasurer is looking for the funds to be deposited shortly.

### **Training Committee**

Rod Bell mentioned that no one appeared to be interested in attending the EPA conference in December at this time.

## **VII. Presidents Report**

Rod Bell presented information on the discussions that were held with Clermont County and the interest in being a part of the Fingerbook idea. Tom Peterson stated that they (Clermont County) were on board and he would be bringing the idea before a few more of the local LEPCs in the future. Rod stated that he made contact with the Alliance of Chemical Safety and they are also interested in being part of the group.

Rod Bell mentioned that we have established the meeting schedule for next year. He was looking forward to meeting and establishing goals for the next year.

Rod Bell received an email from Dane regarding the establishment of a contract with him for services on the web site.

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

Ed Burk presented the financial report for NKEPC from last meeting. The beginning balance of the funds is \$18,580.71. The following expenditures were made; Check #1079 to USA Net Hosting for \$239.40 and check # 1080 to Dane Boggs for work on the website for \$140.00. The ending balance of the funds is \$18,201.31. 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 showed the jacket the Mike Meister obtained for the work that John Griswold did on the NKEPC bus. The maroon jacket with the logo looks very good. This will be presented to John as soon as possible. We are still waiting for the invoice to pay for the jacket.

Ed Burk mentioned that there is a projector that is no longer functional and we need to dispose of same. He also mentioned that the ads for the legal notice will be about \$600.00.

### **Old Business**

Tom Peterson mentioned the Red Cross Business Emergency Planning Association and the benefits of participating in the group. The advantages are that after joining you can have 3 members of your organization attend the training seminars, have contact to assist in planning etc. Rod Bell suggested putting a link to the Red Cross planning web site. Rod Bell requested the information for the web site in a PDF format.

Tom Peterson also mentioned the availability of online courses to help prepare citizens and businesses. The web site was requested for publication.

Evie Van Herpe gave a briefing on the SNS drill that was recently conducted. The intent was to see how the Northern Kentucky Health Department could distribute medicines in the event of an outbreak of a biological vector. She stated that it was quite successful and a learning experience for the department. Brad Murphy mentioned the correlation between the DMAT team experiences while in New Orleans and events that Evie described.

Jack Scheben mentioned that H & S Chemical has forwarded a complete set of MSDS sheets to both the Covington Fire Department and Kenton County HSEM for all the chemicals that they have on hand.

## **IX. New Business**

Rod Bell mentioned the need for the bus wrap for the new year and the Fingerbook.

John Morawetz expressed interest in getting some more information on the Avian Flu. There was discussion of a possible class later in December.

The meeting adjourned at 1455

Next meeting

Subcommittee meeting January 10<sup>th</sup>, 2006, 2:00 p.m. at the Erlanger Fire Department, 515 Graves Road, Erlanger, Kentucky.

Regular meeting January 24<sup>th</sup>, 2006, 2:00 p.m. at the Erlanger Fire Department, 515 Graves Road, Erlanger, Kentucky.

Respectfully submitted

Edward Burk  
Secretary