



Minutes

**November 24th, 2004
1400**

I. Call to Order

Secretary Ed Burk called to order the meeting of the Northern Kentucky Emergency Planning Committee at 1410, Wednesday, November 24, 2004, at the Sanitation District #1, 1045 Eaton Drive, Fort Wright, Kentucky.

II. Pledge of Allegiance

Ed Burk led the pledge of allegiance.

III. Roll Call

Present
Ed Burk
Rick Ginn
Jeff Groneck
Ken Knipper
Ed Morris
Brad Murphy
Kirk Reinhart
Jack Scheben
John Scheben
Rick Watkins

IV. Introduction of Guests

Patrick Diesman
Charlie Perry
Tom Peterson
Kevin Daniel

Ed Burk requested that all attending members check the membership roster and make sure that the information was current and correct. If there were corrections to be made, make them on the sheet.

V. Approval of minutes

Ken Knipper made the motion to accept and approve the September 19th, 2004 minutes. Jack Scheben seconded the motion. The minutes were approved by a unanimous vote.

VI. Committee Reports

A. Planning :

No report.

B. Training

Ken Knipper informed the committee that there were the WMD courses that were coming up in the spring and an abundance of training out on the web. Rick Watkins mentioned the Bomb Awareness Class that was being held December 13th at the Boone County Sheriff's office on Conrad Lane in Burlington. There was room for about 100 in the class.

C. Grant

Ed Burk mentioned that there was a \$5,000 grant available to conduct Emergency Response Guidebook (ERG) training. We submitted the paperwork since there was a quick turnaround. The new 2004 ERGs are out and available if anyone needs a copy contact Ed Burk.

VII. Presidents Report

No report.

VIII. Secretary/Treasurers Report

Ed Burk presented the NKEPC Bus Fund account as follows: Deposit from Kenton County Police Chief's Association for \$165.00, Deposit from Kenton County Fire Chief's Association for \$165.00, Deposit from Campbell County Fire Chief's Association of \$300.00 and a Check Order from Harland for \$15.30. The ending balance of the fund is \$614.70.

Ed Burk also presented the financial report on spending by the NKEPC for the last few months. The beginning balance was \$17,220.93. The following expenditures were made: check #1063 to US NET web hosting for \$239.40. The ending balance of the funds is \$16,981.53.

Jack Scheben asked about the advertising expense that was approved at the last meeting. Ed Burk advised that we have yet to receive the bills for the expense but that should be taken care of by the next meeting.

Ken Knipper made a motion to accept the report. Ed Morris seconded the motion. The motion passed unanimously.

IX. Old Business

Ken Knipper informed the group that the NKEPC Bus that the hand rails done and the carpet has been installed in the bus. Kevin Daniel stated that there was a great deal going on with the Bus.

Ed Morris mentioned that Kevin needs to be careful regarding the charging of the batteries on the bus. Kevin Daniel stated that he will send the pictures on the work that was currently underway on the Bus.

Ed Burk wanted to thank Mike Meister for the leads to send the solicitation letter for funds for the bus. Ed will have a letter ready by the next meeting to send.

X. New Business

Ed Burk reminded everyone that it was about time to review the plans for the upcoming year and to make sure that the contact information was correct.

Charlie Perry mentioned that the Hamilton County Fire Chiefs were developing an inventory list of response equipment. Ed Burk requested a copy of the information when completed. There was discussion on whether the equipment was available to use in Northern Kentucky. The discussion included Mutual Aid Agreements in the area. There was discussion of the makeup of the Board of the Greater Cincinnati Hazmat Unit.

Rick Ginn mentioned the theft of 20 pound Propane tank and there possible use by terrorist or meth lab usage.

Jack Scheben mentioned to the group a recent incident with Carbon Monoxide and the potential dangers with the chemical.

Ed Burk mentioned the WISER program that was available on the web for free that has a listing of 390 chemicals.

Jeff Groneck mentioned the issue with the response of Cinergy to different scenes. He believes that this is a concern for the NKEPC. He expressed an interest to have the Cinergy representative meet with the fire chiefs and NKEPC.

Brad Murphy made a motion to adjourn. Rick Ginn seconded the motion. The motion passed unanimously. Meeting adjourned.

Next meetings

Sub committee meetings January 12, 2005 2:00 p.m. at the Kenton County Homeland Security & Emergency Management Office, 303 Court Street, Covington, Kentucky.

Regular meeting January 26, 2005 2:00 p.m. at the Kenton County Homeland Security & Emergency Management Office, 303 Court Street, Covington, Kentucky.

Respectfully submitted

Edward Burk
Secretary