

## LEPC MEETING MINUTES September 17, 2003

Chief Rich Szczepanek called the meeting to order at 10:10 A.M.

**Members in Attendance:** Darwin Baas, John Crozier, John Edwards, Al Federico, Jim Hancock, Jack Hankiewicz, Paul Hascher, Dr. Paul Heidel, George Keefe, Mary Kleinheksel, Sindee Maxwell, Anne McManus, Lis McNeil, Randy Mergener, Susan Paauwe, Dianne Phillips, Myra Reimink, Bonnie Schuitema, Bill Smith, Chief Rich Szczepanek, Jim Szejda, Jeff Trospen, Steve VanderHill, Jeff VanderWerff, Rick Velderman.

**Members Excused:** Chief Dan Henderson, Lt. Steve Kempker, Earl Mokma, Chris Pfeiffer, Chuck Pistis, Rep. William VanRegenmorter, Paul Ziegler.

**Members Unexcused:** Michael Averill, Willie Beattie, Scott Braak, Capt. Dave Guikema, Eric Klingensmith, John McDonnell, Dale Myaard, Doyle Stratton.

**Guests Present:** Jamie Bauer, Magna Donnelly; AliciaMarie Belchak, Ottawa Co. Conservation District; Ellen Florea, Senior Resources Inc.; Don Hutchens, Sara Lee Foods.

**July 16, 2003 Minutes:** Susan Paauwe made a motion to approve the minutes; Bonnie Schuitema seconded it and the motion passed.

### **Handouts:**

Community Right to Know Bulletins for July and August

Red Cross Newsletter

LEPC meeting dates for 2004

News article regarding LEPC Member and Holland City Fire Chief Dan Henderson

## COMMITTEE REPORTS

### **Executive Subcommittee:** (Rich Szczepanek)

- There was discussion regarding the LEPC Conference for 2004. The conference will center on farmers and writing emergency plans/emergency tubes. The conference will involve the MSU Extension Office, Ag Growers/Retailers and the Ottawa Co. Conservation District. It will be held in February.

### **Planning Subcommittee:** (Jim Hancock)

- George Keefe made a motion to approve the submitted Emergency Site Plan for Quincy St. Inc., a meat processing plant, on 13350 Quincy St., in Holland. Steve VanderHill seconded the motion and the motion passed.
- There was also a motion made by Jim Hancock to approve a revised Plan for Dietrich & Sons Orchards in Chester Township. Steve VanderHill seconded the motion and the motion passed.

### **Public Relations & Promotions Subcommittee:** (Randy Mergener)

- Randy Mergener recommended to the committee that the LEPC be present at the Berlin Fair next year.
- This committee will find a time to meet with the Training Committee to make plans for the LEPC Conference in 2004.
- Steve VanderHill will put together a database for LEPC events. The database will also include names of organizations that have newsletters where the LEPC could advertise LEPC activities.

- Randy Mergener is putting a PowerPoint presentation together. The presentation would be used during LEPC events.
- A notice will be put in the local paper regarding Chemical Awareness Week in May, 2004.
- The LEPC was present at both the Coast Guard Parade and the Hudsonville Fair.
- The LEPC will be present at the Fire Dept. Open Houses. (See dates under New Business.)

**Outreach Subcommittee:** (Darwin Baas)

- Discussed the upcoming LEPC Conference for 2004. Plans include the following:
- The committee is planning on a meeting with Ag Growers/Retailers on October 14, 2003, at 10:00 A.M. at Royster Clark.
- Conference date is still pending. The committee is looking at the following dates for possibilities: February 18, 19, 25 or 26.
- Would like to invite fire chiefs and/or officers to conference to share information with farmers regarding fires and chemicals.
- Dar mentioned a special concern regarding lack of emergency plans for farms due to the fact that in a cooperative effort between Ottawa Co. Environmental Health, the Dept. of Agriculture and Vriesland Co-Op, over 110,000 pounds of old and/or unused chemicals from farms have been collected in the last five years.

**Training & Exercise Subcommittee:** (Paul Hascher)

- This committee is currently working on the LEPC Conference for 2004 with the Outreach Subcommittee.

**OLD BUSINESS**

- The annual MEMA Conference at Crystal Mountain will be held October 5-11, 2003. LEPC members are encouraged to attend the conference. A registration packet is available by contacting Mary at the Emergency Management Office on Fillmore Street or you may also register for the conference by accessing the following website: [mspemd.org](http://mspemd.org)
- Ken Porter from Pfizer reported that Chris Pfeiffer, who was involved in a serious car accident several months ago, will hopefully return back to work at Pfizer by the end of the month. His hand is healing well and Chris is in good spirits. We look forward to seeing Chris again soon!

**NEW BUSINESS**

- Certificates of appointment to the LEPC were given to: Jeff Trospen, George Keefe, Ken Porter, Jack Hankiewicz and Mark Tans.
- Bill Smith announced that Pfizer has donated a laptop computer for the purpose of a PowerPoint presentation that would be utilized during LEPC events. The LEPC thanks Pfizer for their generosity.
- In honor of Fire Prevention Week, the local fire departments will be having their Open Houses. LEPC members are invited to attend and/or staff the LEPC booth. The HazMat Team will also be present at these events. The dates are following:

**ROBINSON TOWNSHIP- Thursday, September 25; 6:00 PM-8:00 PM**

**(Robinson School On 120th)**

**HOLLAND CITY - Saturday, October 4; 10:30 AM-2:00 PM**

**(Kollen Park Station – Parade is at 10:30 AM)**

**GRAND HAVEN TWP- Tuesday, October 7; 6:00 PM-8:00 PM**

**(168th & Ferris)**

**SPRING LAKE TWP- Thursday, October 9; 6:00 PM-8:00 PM**

**(148th & M-104)**

**GRAND HAVEN CITY - Saturday, October 11; 11:00 AM-2:00 PM**

**(Washington & 6th St.)**

▪ Bonnie Schuitema reported that Zeeland Community Hospital has put together a new Emergency Services Team, including Dr. Hoerle and Melissa Easdon, R.N., BSN. Some members of that team will hopefully give the LEPC a report at the meeting in November.

**HazMat Team Update:**

▪ Bill Smith reported that twenty- three out of the twenty-four jurisdictions have either approved the HazMat User Agreement and By-Laws or have provided letters of intent to participate in the Agreement/By-Laws. One jurisdiction is still in question. The Agreement and By-Laws has gone to the Planning/Policy Committee of the county, where it was tabled this month because there has not yet been a 100% participation of the jurisdictions with the HazMat Team. The Planning Policy Committee will meet next month to see if any modifications are needed to the User Agreement/By-Laws.

▪ The HazMat Team is in the process of identifying additional equipment needs.

▪ On or about October 7, a training session will begin for new HazMat Team members. There will hopefully be participation of law enforcement in the new

team, including members from Grand Haven Public Safety and Grand Valley State University. The new team will also include Dar Baas from Ottawa Co. Environmental Health and Eric Klingensmith from GVSU. Our own Dianne Phillips will also be in the new HazMat training session.

▪ The HazMat team is working with the three local hospitals in order to put together a proposed contract between the team and the hospitals for medical lab testing.

▪ In regards to continued training, the HazMat Team has made site visits to 302 sites including Herman Miller, Sherwin Williams and the Holland Board of Public Works. More 302 industry sites are encouraged to invite the HazMat Team for these beneficial visits.

▪ The HazMat Team continues to hold drills.

**NEXT MEETING**

Next meeting date is November 19, 2003, at the Fillmore Street Complex, Emergency Management Office.

**TRAINING**

For our training session this month Rich Troshak, supervisor of the Ottawa County Central Dispatch Authority, gave an interesting PowerPoint presentation to the LEPC regarding how the current 9-1-1 system works. Following the PowerPoint presentation, the LEPC members were given a tour of OCCDA and were able to observe the completely updated 9-1-1 system, which was installed in February. Thanks to Jim Hancock, Rich Troshak and the OCCDA staff for the info and their gracious hospitality!