

***Note:** The following text is a summary of the actual public record and cannot be relied upon as a complete text of the proceedings recorded therein. For a complete copy of the public record, please contact the Ottawa County Clerk.

**APPROVED
OTTAWA COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE**

**Wednesday, May 19, 2004 10:00 AM
Fillmore Administration Building - EOC Training Room
12220 Fillmore Street, West Olive**

Myra Reimink called the meeting to order at 10:05 A.M.

Members in Attendance: Tom Bosscher, Al Federico, Eileen Florea, Jim Hancock, Jack Hankiewicz, Mary Kleinheksel, Eric Klingensmith, Jason Ling, Sindee Maxwell, Anne McManus, Randy Mergener, Dianne Phillips, Ken Porter, Myra Reimink, Bonnie Schuitema, Bill Smith, Beth Thomas, Jeff VanderWerff, Paul Ziegler.

Members Excused: John Edwards, Paul Hascher, Chief Dan Henderson, Don Hutchens, John McDonnell, Lis McNeil, Susan Paauwe, Vito Palazzolo, Steve VanderHill, Rep. William VanRegenmorter, Rick Velderman, Kimberly Wheatley.

Members Unexcused: Michael Averill, Darwin Baas, Willie Beattie, Scott Braak, John Crozier, Capt. Dave Guikema, Dr. Paul Heidel, George Keefe, Mark Keller, Lt. Steve Kempker, Earl Mokma, Dale Myaard, Chris Pfeiffer, Chuck Pistis, Doyle Stratton, Chief Rich Szczepanek, Jim Szejda, Mark Tans.

Approval of March 17,2004 Minutes: There was a motion from Al Federico to approve the March minutes. Bonnie Schuitema seconded the motion and the motion passed.

Handouts:

- Community Right to Know Bulletins for March and April
- LEPC meeting dates for 2004
- LEPC subcommittees list
- American Red Cross newsletter
- American Red Cross/Fifth Third Bank Charity Golf Outing brochure

COMMITTEE REPORTS

Executive Subcommittee: (Myra Reimink)

- This committee did not meet, so there was no report.

Planning Subcommittee: (Jim Hancock)

- A new plan was submitted for Helena Chemical. There was a motion from Bonnie Schuitema to accept the plan. Jack Hankiewicz seconded the motion and the motion passed.
- Site plan revisions for the following facilities were submitted: Royster Clark, Johnson Controls Beechwood, Johnson Controls Lakewood, Magna Donnelly JFD-North, Magna Donnelly JFD-South.

Public Relations & Promotions Subcommittee: (Randy Mergener)

- A news release was submitted to the media regarding Chemical Awareness Week, which was May 2-8, 2004.
- The HazMat/Tech Rescue Team and the LEPC were represented at the Tulip Time Parade on Saturday, May 8 with three trucks and banners.
- The following events are coming up where the LEPC needs volunteers to man tables and hand out materials. The LEPC will probably work in conjunction with the American Red Cross at these events. Please check your calendars and let Mary or Dianne know if you would be available:

***GRAND CELEBRATION IN MAIN PLACE**, Zeeland, June 2-5, 2004

***BERLIN FAIR** in Marne July 11-17, 2004, 2-9 P.M. each day.

***NATIONAL NIGHT OUT** in Holland at Kollen Park, August 2, 2004 from 4:00-8:00 P.M.

***NATIONAL NIGHT OUT**, Zeeland, at Lawrence Park, August 3, 2004 from 5:00-8:00 P.M.

- There was also discussion on whether or not the HazMat/Tech Rescue Team and the LEPC would be represented at the upcoming parades:

***Coast Guard Festival Parade** on August 7, 2004

***Pumpkin Festival Parade** in Zeeland on October 2, 2004

***Christmas Parade** in Zeeland on November 29, 2004

Outreach Subcommittee: (Darwin Baas)

- This committee met with the Public Relations and Promotions Subcommittee.

Training & Exercise Subcommittee: (Paul Hascher)

- Jack Hankiewicz reported that Sara Lee Foods is putting together an exercise that will take place in late August or early September. The exercise will involve a couple of fire departments and the HazMat/Tech Rescue Team.
- Grand Valley State University is planning a full-scale exercise for early fall.
- Jeff VanderWerff reported that Royster Clark is also planning an exercise that will be in late summer or early fall. The exercise will include a scenario of a turned-over ammonia truck and also an accident where containers of chemicals are spilled.
- Bill Smith reminded the membership there may be monies available to assist facilities in exercise expenses through the Homeland Security Grant, as long as certain criteria are met.
- Myra Reimink reported the Holland Hospital exercise on April 27, 2004 went very well. Much was learned from the exercise.
- Pete Hetzel from the Allegan County Emergency Management Office reported that the Palisades Nuclear Plant in Allegan County will hold a full-scale exercise on August 17, 2004 that will involve three counties, FEMA, and 22 departments/agencies.

OLD BUSINESS

- It was reported that the Skywarn Training on March 25, 2004 at the Coopersville High School was a great success. There were approximately 170 attendees and the facilities were very impressive.
- Bill Smith stated the Design & Evaluation Workshop that was held at the Fillmore Complex on March 25 & 26, 2004 was very informative. There were 20 people that attended the workshop.
- Bill Smith reported that the Homeland Security Conference, which was on May 5-7, 2004, was very useful.

The speakers presented “on-target” and useful information and the vendors were very interesting. There were over 1,000 attendees present from Michigan and surrounding states.

- The LEPC Membership List was forwarded to the state. Certificates for new members should be received soon.
- In regards to the Train the Trainer classes, Bill Smith stated that a Solution Area Planner was hired recently. This person will be responsible for, among other things, putting together Train the Trainer courses that will hopefully take place beginning in late summer. The individual who was hired is Jerry Paauwe, a member of our own LEPC.

NEW BUSINESS

- The Kent County LEPC recently held an Open House during Chemical Awareness Week.
- The LEPC legal notice will be submitted to the local papers.
- The LEPC membership and guests are invited to the annual American Red Cross/Fifth Third Charity golf outing that will take place on Monday, June 7th at the Grand Haven Golf Club. For further details you may contact the American Red Cross at phone number 616-395-6545.

HAZMAT/TECHNICAL RESCUE TEAM UPDATE

- The HazMat/Tech Rescue Team responded to the following incidents:
 - ***April 8** – A contractor working at the Quincy St. Elementary School was injured and needed assistance on getting down from the roof.
 - ***April 28** – Two one-gallon jugs of muriatic acid were spilled on a road and needed to be cleaned up.

NEXT MEETING

Next meeting date is July 21, 2004, at the Fillmore Street Complex, Emergency Management Office.

TRAINING

Bill Smith gave a brief presentation on the Homeland Security Grant, which allows the county to use the grant monies in the following areas: Exercises, Planning, Equipment and Training. The Homeland Security Grant Advisory Council is in the process of deciding of how the grant monies will be distributed.

Agenda