

***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.

**PROPOSED
OTTAWA COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE**

**Wednesday, July 21, 2004 10:00 AM
Ice Arena
8500 - 48th Avenue, Georgetown Township**

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

Members in Attendance: Tom Bosscher, John Edwards, Eileen Florea, Jim Hancock, Jack Hankiewicz, Mary Kleinheksel, Jason Ling, Sindee Maxwell, Lis McNeil, Randy Mergener, Dianne Phillips, Ken Porter, Myra Reimink, Bonnie Schuitema, Bill Smith, Steve VanderHill, Jeff VanderWerff.

Members Excused: Al Federico, Paul Hascher, Chief Dan Henderson, Don Hutchens, Eric Klingensmith, Anne McManus, Earl Mokma, Susan Paauwe, Chief Rich Szczepanek, Rep. William VanRegenmorter, Paul Ziegler.

Members Unexcused: Michael Averill, Willie Beattie, Scott Braak, John Crozier, Capt. Dave Guikema, Dr. Paul Heidel, George Keefe, Mark Keller, Lt. Steve Kempker, John McDonnell, Dale Myaard, Vito Palazzolo, Chris Pfeiffer, Chuck Pistis, Doyle Stratton, Beth Thomas, Rick Velderman.

Guests Present: Jennifer Brown, Ottawa County Health Department

Approval of May 19, 2004 Minutes: There was a motion from Steve VanderHill to approve the May minutes. Jim Hancock seconded the motion and the motion passed.

Handouts:

- Community Right to Know Bulletins for May and June
- LEPC Meeting Dates for 2004
- LEPC Subcommittee List

COMMITTEE REPORTS

Executive Subcommittee: (Myra Reimink)

- There was nothing to report from the Executive Subcommittee.

Planning Subcommittee: (Jim Hancock)

- Dianne Phillips reported that she is working on two revisions and is in the process of completing a new plan for the Ice Arena in Georgetown Township.

Public Relations & Promotions Subcommittee: (Randy Mergener)

- The LEPC has been present at the Berlin Fair in Marne this week.
- The monthly Zeeland CAER meeting will be at the Mirant Power Plant on

August 19, 2004, at 12:00 P.M. Anyone is welcome to attend the meeting and get a tour of the plant.

- The LEPC will be represented at the upcoming events:
Ø National Night Out in Holland at Kollen Park, Monday, August 2,

4:00 PM-8:00 PM

Ø National Night Out in Zeeland at Lawrence Park, Tuesday, August 3,

4:00 PM-8:00 PM

Ø Coast Guard Festival Parade on Saturday, August 7, 2004
 Ø Robinson Twp Fire Dept Open House, September 30, 6:00 PM-8:00 PM
 Ø Holland City Fire Dept. Parade, Saturday, October 2
 Ø Grand Haven Twp Fire Dept Open House, Tuesday, October 5,

5:00 PM-9:00 PM

Ø Spring Lake Township Fire Dept Open House, Thursday, October 7
 Ø Grand Haven City Fire Dept Open House, October 9, 11:00 AM-2:00 PM
 Ø Hudsonville City Fire Dept Open House, October 9, 10:00 AM-3:00 PM

· If you would be willing to help man a table for one of the fire department open houses, please contact Mary or Dianne.

· Randy Mergener is in the process of getting a PowerPoint presentation together that would be used at LEPC events and speaking engagements.

Outreach Subcommittee: (Vacant)

· This subcommittee is in need of a chairperson. The following individuals are on the committee: Michael Averill, Willie Beattie, Scott Braak, John Edwards, Dr. Paul Heidel, John McDonnell, Jeff VanderWerff and Rick Velderman. If you are on Outreach and would like to volunteer as chairperson for this very important committee, please let Dianne know as soon as possible. You may also contact Dianne if you have questions about the committee or what your specific responsibilities as chairperson would be.

Training & Exercise Subcommittee: (Paul Hascher)

· Through the current Training Grant there are or will be a total of eight classes being offered throughout the county. These classes are all free. The course currently being offered is the **Unified Incident Command class**. It is a 16-hour course. If you would like to register, please e-mail Mary at mkleinh@co.ottawa.mi.us.

· The places, dates and times are as follows:

Georgetown Twp Fire Dept August 9, 11, 16 & 18 6:30PM-10:30PM

Allendale Fire Dept August 9, 11, 16 & 18 6:30PM-10:30PM

Holland Fire Dept August 9 & 10 8:00 AM-5:00 PM

(New Park Twp/Holland City Station)

· Please note that before taking this course or any other course, you MUST complete the WMD/Terrorism Awareness for Emergency Responders class, which is available online at: www.teexwmdcampus.com, course

number WMD 005.

· Other courses available online are the following:

Basic EMS Concepts for WMD Incidents, Course #WMD 002

Basic Public Works Concepts for WMD Incidents, Course #WMD 003

· After an instructor meeting on July 28th, you will receive information on more classes being offered this fall, both online and throughout the county.

OLD BUSINESS

· A check was received for the \$1,200.00 HMEP Grant.
 · In regards to the 2004 grant, 14 out of 16 project narratives have been completed. The grant is due by August

1st.

NEW BUSINESS

- At the September meeting there will be discussion about possibly changing the subcommittee meeting times, since attendance is down for the subcommittees that currently meet at 9:00 A.M. before the LEPC meeting. Also, at the September meeting, please come with ideas to help make the subcommittees more active.
- Myra Reimink reported that there is a move to disband the State Emergency Response Commission (SERC), a move that would endanger the LEPC. There was a consensus at this meeting to send a letter from our LEPC expressing our concern over the loss of SERC.
- Allegan County is having a FEMA drill at the nuclear power plant. Myra Reimink will be an observer.
- The following exercises are upcoming:
 - v Orientation Exercise with the Ottawa Co. Health Dept. on Monday, July 26, from 11:30 AM-1:30 PM.
 - v Orientation Exercise at Georgetown Township; July 29, 6:00 PM-8:00 PM; EAG Plan Review.
 - v Orientation Exercise with the HazMat/Tech Rescue Team, September 9; SOP Review.
 - v Drill at Sara Lee Foods, October 5; 6:30 PM-8:30 PM; simulation of a terrorist release of anhydrous ammonia.
 - v Tabletop Exercise at the Holiday Inn in Big Rapids with Region 6; Wednesday, August 11; 9:00 AM-1:00 PM; scenario of a smallpox bio-terrorist attack. Volunteers are needed for this exercise. If interested, contact Mary.
 - v Full-scale Exercise at Grand Valley State University football stadium; Thursday, October 28; scenario of a CBRNE threat.
- Royster Clark will be having an exercise. The date will be announced soon.

HAZMAT/TECH RESCUE TEAM UPDATE

- The HazMat/Tech Rescue Team held an exercise at Gentex on July 13.
- On August 11, the team will meet with the Grand Rapids and Wyoming City HazMat teams to share information and for mutual aid purposes.
- On August 12 and 26, the team will meet with CSX railroad for training.
- The team has purchased several new pieces of equipment including: new harnesses, a PID monitor, area monitor, absorbent pads & booms, two new SCBA's, coding vests and Level B suits.

NEXT MEETING

Next meeting dates is September 15, 2004, at the Fillmore Street Complex, Emergency Management Office.

TRAINING

The LEPC met at the new Ice Arena in Georgetown Township. The group was given a tour by Dave Fisher, Operations Manager at the arena. A big thanks to Chief Jason Ling for preparations and refreshments for the meeting and also to the Ice Arena for allowing us to use their facilities!

Agenda

Date: July 9, 2004

To: All LEPC Members

From: William W. Smith PEM, Ottawa County Emergency Management Director

Subject: Agenda for July 21, 2004, LEPC meeting

This is a reminder of our bi-monthly meeting that is scheduled for **July 21, 2004 at 10:00 A.M.**

at the **new Ice Arena in Georgetown Township**. Chief Jason Ling of the Georgetown Fire Department will be hosting the meeting. **The address of the Ice Arena is: 8500 48th Avenue, on the corner of Bauer Road and 48th Avenue.** If you are coming from the north, the Ice Arena is south off Lake Michigan Drive on 48th Avenue. If you are arriving from the south, the Ice Arena is north off M-21 on 48th Avenue. Please be reminded that the subcommittees will meet at **9:00 A.M.** ****If you are unable to attend and would like to request an excused absence, please call Mary Kleinheksel at 738-4052 or e-mail her at: mkleinh@co.ottawa.mi.us.****

I Introduction of guests

II Approval of May 19, 2004 minutes

III Handouts:

- Community Right to Know Bulletins for May and June
- LEPC Meeting Dates for 2004
- LEPC Subcommittees List

IV Committee Reports:

Executive Subcommittee (Myra Reimink)

Planning Subcommittee (Jim Hancock)

Public Relations & Promotions Subcommittee (Randy Mergener)

- Berlin Fair in Marne on July 19-24, 2004
- National Night Out in Holland at Kollen Park on August 2, 2004
- National Night Out in Zeeland at Lawrence Park on August 3, 2004
- Coast Guard Festival Parade on August 7, 2004

Outreach Subcommittee (vacant)

Training & Exercising Subcommittee (Paul Hascher)

- Report on planned exercises at: GVSU, Sara Lee Foods, Royster Clark, and the county

V Old Business:

- Update on classes being held throughout county
- \$1,200.00 HMEP Grant funds
- Update on grant

VI New Business

VII HazMat/Tech Rescue Team Update:

- Training
- New Equipment

VIII Next meeting date: September 15, 2004

IX Presentation: The LEPC will get a tour of the new Ice Arena