

**\*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.

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**APPROVED  
OTTAWA COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE**

**Wednesday, November 17, 2004 10:00 AM  
Fillmore Administration Building - EOC Training Room  
12220 Fillmore Street, West Olive**

Randy Mergener called the meeting to order at 10:03 A.M.

**Members in Attendance:** Tom Bosscher, John Crozier, Lt. Steve Kempker, Mary Kleinheksel, Eric Klingensmith, Lis McNeil, Randy Mergener, Earl Mokma, Dianne Phillips, Bonnie Schuitema, Chief Rich Szczepanek, Beth Thomas, Paul Ziegler.

**Members Excused:** John Edwards, Eileen Florea, Jim Hancock, Jack Hankiewicz, Paul Hascher, Chief Dan Henderson, Chief Jason Ling, Sindee Maxwell, Chuck Pistis, Ken Porter, Myra Reimink, Bill Smith, Steve VanderHill, Rep. William VanRegenmorter, Rick Velderman.

**Members Unexcused:** Michael Averill, Willie Beattie, Scott Braak, Capt. Dave Guikema, Dr. Paul Heidel, Don Hutchens, George Keefe, Mark Keller, John McDonnell, Anne McManus, Dale Myaard, Susan Paauwe, Vito Palazzolo, Chris Pfeiffer, Doyle Stratton, Jeff VanderWerff.

**Guests Present:** Stacy Eggerson, Senior Resources Center; Pete Hetzel, Allegan County Emergency Management Office; Ira Krupp, MSU Extension Office; Jennifer Woodstock, Allegan County Emergency Management Office.

**September 15, 2004 Minutes:** A motion was made to approve the September meeting minutes. The motion passed.

**Handouts:**

- Community Right to Know Bulletins
- LEPC Subcommittee List
- LEPC Meeting Dates for 2005
- American Red Cross Annual Report
- Family Preparedness Guides

**COMMITTEE REPORTS**

**Executive Subcommittee:** (Myra Reimink)

Discussion on the Subcommittees and their meeting times will be moved to the January, 2005 meeting.

**Planning Subcommittee:** (Jim Hancock)

Nothing to report.

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

The LEPC was represented at six Fire Department Open Houses in October.

There was discussion on whether the LEPC banner could be displayed at the Christmas parades in Coopersville on December 3rd and in Grand Haven on December 4th.

**Outreach Subcommittee:** (Vacant)

This committee is still in need of a chairperson. No one has volunteered at this point. There was no report from this committee.

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

A report was given on the countywide exercise with GVSU on October 28th. It was reported that overall, the exercise went well. Many valuable lessons were learned.

Dates for classes taking place in the county are the following:

**UNIFIED INCIDENT COMMAND;** Spring Lake Fire Department;  
January 4, 6, 11 & 13, 2005; 6:30 PM-10:00 PM

**UNIFIED INCIDENT COMMAND;** Olive Township Fire Department;  
January 19, 20, 25 & 27, 2005; 6:30 PM-10:00 PM

**LAW ENFORCEMENT RESPONSE TO WMD** (Law Enforcement Only);  
EOC Training Room; December 15 & 16, 2004; 8:00 AM-5:00 PM

The Michigan State Police Hazardous Materials & Emergency Management Course catalogs are out. Anyone interested may contact Mary or Dianne for a copy. Information on the courses is also available online at: [www.michigan.gov/emd](http://www.michigan.gov/emd)

### **OLD BUSINESS**

A letter of concern from the LEPC was sent to SERC in regards to the announcement that the current placard identification system might be replaced.

Dianne Phillips, Lis McNeil and Mary Kleinheksel reported that the annual MEMA conference in Traverse City in October was very interesting. The keynote speakers were very good.

### **NEW BUSINESS**

In regards to exercises for 2005, on December 8th there is a meeting for Region-6, in order to put together an exercise.

Dianne Phillips encouraged anyone who would like to volunteer their facility as a participant in an exercise should contact the Emergency Management Office.

Lt. Steve Kempker from the Ottawa County Sheriff's Department stated that the new M-6 highway is now open. Emergency plans are in place for incidents that may occur on the new roadway.

Lt. Kempker also mentioned that the Sheriff's Department participated in a weeklong training session with the office of Homeland Security and the FBI in regards to riot control and civil disorder. The training included participation by the mounted division. There will be another training session in February.

### **HAZMAT/TECH RESCUE TEAM UPDATE**

Dianne Phillips stated that the HazMat/Tech Rescue Team responded to an incident that included a traffic accident involving a truck hauling a water softener, brake fluid and other chemicals.

## NEXT MEETING

Next meeting date is January 19, 2005 at the Fillmore Street Complex, Emergency Management Office.

## TRAINING

There was a slide presentation of the exercise with GVSU on October 28th.

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### Agenda

**Date:** November 4, 2004  
**To:** All LEPC Members  
**From:** William W. Smith PEM, Ottawa County Emergency Management Director  
**Subject:** Agenda for November 17, 2004 LEPC meeting

This is a reminder of our bi-monthly meeting that is scheduled for **November 17, 2004 at 10:00 a.m.** at the Ottawa County Fillmore Complex. If you are unable to attend and would like to request an excused absence, please call Mary Kleinheksel a 738-4052 or e-mail her at [mkleinh@co.ottawa.mi.us](mailto:mkleinh@co.ottawa.mi.us).\*\*

#### **I. Introduction of Guests**

#### **II. Approval of September 15, 2004 Minutes**

#### **III. Handouts:**

- Community Right to Know Bulletins for September & October
- LEPC Subcommittee List
- LEPC Meeting Dates for 2005

#### **IV. Committee Reports:**

Executive Subcommittee (Myra Reimink)

- Checking in with subcommittees to see if meeting times are being set up (hand out of LEPC member contact information).

Planning Subcommittee (Jim Hancock)

Public Relations & Promotions Subcommittee (Randy Mergener)

- Report on LEPC presence at Fire Dept Open Houses in October

Outreach Subcommittee (Vacant)

- This committee is still in need of a chairperson.

Training & Exercising Subcommittee (Paul Hascher)

- Report on October 28, 2004 Exercise with GVSU
- Update on training classes taking place throughout the county

#### **V. Old Business**

- Report on subcommittees and their meeting schedule
- Information on letter sent to SERC in regards to changing the placard identification system
- Report on 2004 MEMA Summit in Traverse City, Michigan

**VI. New Business**

- 2005 Exercise Input
- EMD/HazMat Training Catalog Info

**VII. HazMat/Tech Rescue Team Update**

**VIII. Next meeting date:** January 19, 2005

**IX. Presentation:** Photos of the 2004 County-wide Exercise