

SIouxLAND INTERSTATE METROPOLITAN PLANNING COUNCIL

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TENTATIVE AGENDA

REGION IV EMERGENCY PLANNING COMMITTEE

The Security Institute (Lower Level)
Western Iowa Tech Community College, Sioux City, Iowa

Wednesday, August 10, 2016 – 1:30 p.m.

Welcome and Introductions

- (Action) 1. Approve August 10, 2016 Agenda
- (Action) 2. Approve April 27, 2016 Committee Meeting Minutes (*enclosed*)
- (Action) 3. Financial Report
 - a. HazMat Contract and Administration
 - b. FFY 2016 HMEP Grant (October 1, 2015 through September 30, 2016)
 - i. Planning Grant
 - ii. Training Grant
- 4. FFY 2017 HMEP (October 1, 2016 through September 30, 2017)
 - a. Planning Grant
 - b. Training Grant
- (Action) 5. Approval of Nominations
- (Action) 6. Vice Chair Election
- 7. ESF-10 Updates
- 8. Updates
 - a. Sioux City Fire Department
 - b. Cherokee County
 - c. Ida County
 - d. Monona County
 - e. Plymouth County
 - f. WITCC
 - g. Woodbury County
- 9. Additional Comments
- 10. Next Meeting Date: Wednesday, October 26, 2016, 1:30 p.m., The Security Institute, WITCC, Sioux City, Iowa
- 11. Adjourn

Enclosed: April 27, 2016 Committee Meeting Minutes

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**REGION IV
LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) MINUTES**

Wednesday, April 27, 2016

1:30 p.m.

The Security Institute (Lower Level)

Western Iowa Tech Community College, Sioux City, Iowa

PLANNING COMMITTEE MEMBERS PRESENT:

Gary Brown, Chair	Emergency Services	Woodbury County
Justin Pritts	Emergency Services	Cherokee County
Ed Sohm	Emergency Management	Ida County
Patrick Prorok	Emergency Management	Monona County
Duane Walhof	Emergency Management	Plymouth County
Jim Clark, Jr.	Fire Rescue, Sioux City	Woodbury County
David Schipper	Fire Chief, Le Mars	Plymouth County
LaDonna Crilly	EMS Program Coordinator	WITCC, Sioux City

STAFF PRESENT:

Sharon Burton	Executive Assistant	SIMPCO
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The Region IV Emergency Planning Committee met on Wednesday, April 27, 2016 at 1:30 p.m. at The Security Institute (Lower Level), Western Iowa Tech Community College, Sioux City, Iowa

Chair Gary Brown called the meeting to order at 1:30 p.m. A quorum was present.

1. **Approval of the Agenda:** Chair Brown asked if there were any corrections to the April 27, 2016 agenda.

Ed Sohm moved to approve the April 27, 2016 agenda as presented, seconded by Justin Pritts. Motion carried.

2. **Approval of the Minutes:** Chair Brown asked if there were any corrections to the minutes of the January 27, 2016 meeting.

Justin Pritts moved to approve the January 27, 2016 minutes as presented, seconded by Duane Walhof. Motion carried.

3. **Financial Report:**

- a. **HazMat Contract and Administration:** Sharon Burton provided a revenue and expenditure report for the period of July 1, 2015 through April 27, 2016. She reported all payments have been received for the first half of the 2015/2016 HazMat services contract and invoicing for the second half has been prepared and will be mailed today.

David Schipper moved to accept the financial report as presented, seconded by Ed Sohm. Motion carried.

- b. **FFY 2016 Hazardous Materials Emergency Preparedness (HMEP) Grant (October 1, 2015 through September 30, 2016)**

- i. **Planning Grant:** Ms. Burton reported the FFY 2016 grant award included \$10,000 for full-scale HazMat exercises. Cherokee County held their exercise on April 5 and Monona and Woodbury Counties are each planning to host an exercise on August 13. The allocation per county for an exercise is approximately \$3,333.34.

Ms. Burton reminded members to request approval of supply purchases prior exercise and funding reimbursements have to be submitted by September 30, 2016. The FFY 2016 grant also included \$4,835.29 to update and print each county's Special Needs brochure that were created and distributed in 2007.

- ii. **Training Grant:** Ms. Burton reported the FFY 2016 grant award includes \$7,183.95 for Operations Refresher classes. The average Operations Refresher class costs approximately \$400 which equates to 3 or 4 classes per county. Paperwork has been received for two classes in Monona County, four in Plymouth and one in Woodbury with expenditures totaling \$3,174.00 for a balance of \$4,009.95. LaDonna Crilly provided additional information on classes scheduled.

Also, \$2,400 was awarded for Operations classes which would be 3 classes at approximately \$800 each. To date no classes have been scheduled. Members discussed OSHA requirements and it was noted Operations is required for anyone who is going to respond to an emergency that has the potential of hazardous materials and this would be relevant to all emergencies. Local departments that should be included in training are secondary roads, public works, law enforcement and dispatch. Members discussed seeing if an instructor would be interested in breaking the typical 8 to 10 hour class into 2 to 3 hour training sessions in the morning or evening.

4. **FFY 2017 HMEP Grant (October 1, 2016 through September 30, 2017)**

- a. **Planning Grant:** Ms. Burton reported the preliminary award is \$21,036.70. Projects include mapping which will be spread over three years with \$13,676.70 the first year, 2 full-scale exercises \$3,500 each and one tabletop exercise \$360.
- b. **Training Grant:** Ms. Burton reported the tentative award is \$19,473.45. Training classes include two Operations classes \$1,600, twenty-five Operations Refresher classes \$10,000, one HazMat IQ \$5,950 and one Crude Oil training \$1,923.45.

5. **ESF-10 Updates:** Chair Brown asked Emergency Managers to provide the status of their updates. All EMAs reported they are up-to-date.

6. **Updates:**

- a. **Sioux City Fire Department:** Jim Clark reported Iowa Homeland Security has clarified that Sioux City, Waterloo, Cedar Rapids and Dubuque are not going to be funded as part of the Iowa WMD teams. HazMat training was conducted with Mercy Hospital employees.
- b. **Cherokee County:** Justin Pritts provided an overview of the full-scale exercise held April 5. He noted the exercise involved Quimby and Washta as a run-through of the new 28E agreement. Also, a smoke bomb was used in the scenario that turned out to be very effective. He is planning to host a flammable liquids training class this fall that will focus on rail. Once plans are finalized information will be disseminated to the LEPC. He is also preparing to host a county-wide fire meeting within the next few months in which a local company that uses Compressed Natural Gas (CNG) trucks will be invited. The emphasis of this meeting will be specific response to vehicles running on natural gas.
- c. **Ida County:** Ed Sohm commented that the Cherokee County full-scale exercise did go very well.
- d. **Monona County:** Patrick Prorok reported the August 13 full-scale HazMat exercise will be held in Onawa with the new Fire Chief, Adam Sutton.

- e. **Plymouth County:** Duane Walhof reported the Operations Refresher classes recently held included a lot of EMS personnel. He conducted a tabletop exercise at Floyd Valley Hospital with approximately 35 participants. He is working on setting-up an exercise with Wells Enterprises.
 - f. **WITCC:** No report at this time.
 - g. **Woodbury County:** Michelle Skaff is coordinating the August 13 full-scale HazMat exercise with the Merville Fire Department.
 - h. **Le Mars Fire:** David Schipper reported Adam Konopasek has resigned as Environmental Health & Safety Manager at Wells to accept a similar position at Tyson Foods so he will no longer serve on the LEPC.
7. **Additional Comments:** There were no additional comments.
8. **Next Meeting Date:** Chair Brown reported the next meeting is scheduled for 1:30 p.m. on Wednesday, July 27, 2016 at The Security Institute, Western Iowa Tech Community College, Sioux City.
9. **Adjourn:** *Justin Pritts moved to adjourn the meeting, seconded by Patrick Prorok. Motion carried.* Chair Brown adjourned the meeting at 2:47 p.m.