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Butler County LEPC/Citizens Corps Council
Meeting Minutes
October 28, 2010
Butler County EMS St. #1
Augusta, KS

Attendee

Charlene Miller
Keri Korthals
Marla Cutsinger
Stacy Marley
Jim Schmidt
W. Brock Lowman
Karl Schoettlin
John Prather
Byron McNary
Jim Shaver
Ken Nakaten
Ylonda Dennis
Bob Sage
Carol Borger
Jim Poffinbarger
Pam Dunham
Dianne Rollins
Charles Pinkston
Kathleen Pinkston
Grant Helferich

Representing

Butler Co EMA
Butler Co EMA
SRS
SRS
Butler Co EMA
BNSF Railway
BNSF Railway
Groendyke Transport, Inc.
Butler Co EMS
Andover Fire
El Dorado Fire
Butler Co Health Dept
Rose Hill PD
Butler Co Health Dept
SBAMH
Butler Co GIS
Butler Co Landfill
The Salvation Army
The Salvation Army
Butler Co EMS

1. Call to Order

Chairperson Pam Dunham called the meeting to order at 12:10 p.m. Pam thanked Butler County EMS for providing lunch. Introductions were made.

2. Approval of Minutes

Bob Sage moved to accept the July meeting minutes. Carol Borger seconded. Minutes approved.

3. Old Business

- a. Identify Potential Members – Pam discussed the need to identify potential new members for the LEPC as well as contacting inactive members. Additionally, a few members have moved or changed jobs and the LEPC would like those agencies to reappoint someone to the committee. Potential new members in attendance included The

Salvation Army and Groendyke Transport, Inc. Pam invited them to become members. New invitations will be sent out the first week of November to BG Products, Butler Rural Electric, Kansas Dept of Wildlife and Parks, and a veterinarian. Additional suggestions should either be sent to Pam Dunham or Charlene Miller.

4. New Business

a. Bylaws – Charlene discussed a recent e-mail from the State of Kansas indicating the LEPC was out of compliance with a number of items since the LEPC originally formed. Charlene has submitted those items. However, the Bylaws have to be signed off on by the LEPC Chairperson and the Board of County Commissioner’s. A few changes were made to the previous bylaws including: removing the three-month review process and adding in that public notices can be posted the Emergency Management website instead of the newspaper as indicated by Kansas Division of Emergency Management. Ken Nakaten moved to accept the changes and Dianne Rollins made a second. Motion passed. Grant Helferich later inquired about changing the Co-Chairperson title to Vice-Chairperson. Grant made the motion and Bob seconded. The committee voted to approve these.

5. Other Business

a. Table Top Exercise - Brock Lowman and Karl Schoettlin with BNSF Railway presented a table top exercise. This exercise focused on a train derailment involving Hazardous Materials at Cassoday on “Biker Sunday” where 5,000 bikers were in attendance. This thought provoking exercise relied upon the responders to ask questions, identify who they could gather the hazardous materials information from, and the importance of communication.

b. CEPR Report – John Prather provided an overview of the Commission on Emergency Preparedness and Response (CEPR). The CEPR has expanded over the last two years to include private industry along with identifying community involvement and best practices. John noted that Butler County is seen as one of the leaders for LEPCs in the State. John is working with BNSF on the TransCaer training. Additionally, he had Groendyke Transport, Inc. stage the MC331 training trailer close to the meeting facility so the LEPC committee could tour it if they wished. John noted he has also been involved with Crisis City near Salina. BNSF Railway and Union Pacific railroad has made a rail display up there.

c. 2011 Meeting Schedule – The 2011 meeting dates and locations will be as follows.

- i. January 20, 2011 – Rose Hill, Location TBA
- ii. April 21, 2011 – Susan B. Allen Memorial Hospital

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iii. July 21, 2011 – Frontier El Dorado Refinery

iv. October 20, 2011 – EMS & EMA – Location TBA

d. Election of Officers – Pam noted it was time to elect the LEPC officers for 2011. Grant motioned to keep the current officers the same. Jim Shaver seconded. The committee moved to keep Pam Dunham the Chairperson and Bob Sage, vice-chairperson. Per the Bylaws, Pam appointed Charlene Miller as the Secretary and Butler County Emergency Management staff as the information coordinator.

6. Reports from Members

Dianne Rollins – Dianne reported the Butler County Landfill received two Solution Prevention Awards, one for the E-Waste program and the other for their Methane Gas collection program.

Ken Nakaten – Ken reported El Dorado Fire hosted a three day propane emergencies training class last weekend. 40 to 50 people were in attendance and they received some good hands on training with propane.

Marla Cutsinger – Marla announced that Debra Mattingly would be retiring shortly. Stacy Marley will be replacing her.

Stacy Marley – Stacy introduced herself and her background with Emergency Management. She spent time working for Comanche County as the Emergency Management Director.

Kathleen Pinkston – Kathleen reported they have been here with The Salvation Army for 4 months. They dedicated the canteen and the garage in September.

Ylonda Dennis – Ylonda announced the Butler County Health Department will be conducting a drive through flu-clinic on November 4th from 4 pm to 6 pm at the Health Department in El Dorado. CERT will be in attendance and helping.

Carol Borger – Carol announced the Health Department will now be a medication disposal collection site. They will collect prescription and over-the-counter medicines and dispose of them through Stericycle. There will be a \$1 disposal fee. The \$1 does not apply to each bottle. Carol also reported that air injection flu shots will be available for county employees. The Cities Readiness Initiative with H1N1 grant money was able to purchase a 5x8 trailer to haul medical equipment and supplies. Grant noted they would like 2 smaller trailers since they don't require a 3/4 ton pickup to tow like the big trailer they currently have.

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Jim Poffinbarger – Jim reported SBAMH now has an activity shooter policy. On November 16, there will be training on this new policy. Jim thanked the Health Department for providing 3 evacu-sleds and 1 Charlie's Horse patient mover. Jim also announced they received a \$12,500 emergency preparedness grant. A portion of this money was used to purchase a ventilator. SBA's first FREE flu clinic will be on November 13th from 8 am – 10 am at SBA Hospital. The second FREE clinic will be on November 20 at the Augusta United Methodist Church.

Jim Shaver – Jim thanked the Health Department for the 2 Charlie's Horse patient movers Andover Fire/Rescue received. Jim Schmidt noted that Emergency Management found some big bags to carry them in. Contact Jim Schmidt if you would like to know where to get these bags.

Bob Sage – Bob reported the Butler County Emergency Services Association (BCESA) passed guidelines for multi-agency responses. He also reported the Andover tower sight was built.

Keri Korthals – Keri noted the next CERT class is scheduled for November 5th, 6th, and 7th at EMS St. #1. 15 have registered to take the class. Keri also discussed the Charlie's Horse patient mover's kickstands. Although the instructions say they fold, the current model does not allow for that. The folding kickstand became a safety issue so that feature was removed. The company has not updated the instruction manual to reflect those changes.

Jim Schmidt – Jim reported that on January 3rd a new HazMat Contract will be in place with the City of El Dorado for use of the HazMat Team. This will be a 10 year contract. The money the County pays for the contract must be used for the HazMat team.

Byron McNary – Byron noted he was attending so he could increase his knowledge of programs in Butler County. Additionally, he is working towards a level increase with his employment for Butler County EMS.

Charlene Miller – Charlene noted she is working with all of the agencies that received ODP Grants in previous years to account for all of the items and fill out any necessary paperwork. On September 21st, Emergency Management conducted a Terrorism exercise with County Department Heads and County Commissioner's. Additionally, she has been working on the Emergency Management Continuity of Operations Plan.

Pam Dunham – Pam reminded everyone of the training information that was recently sent out. Basic HazMat IQ (being provided through an HMEP Grant), and ICS 300 and ICS 400 in Haysville.

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Grant Helferich – Grant provided information on an Operations Level Response to HazMat/WMD Incidents. This will be held on December 7, 8, and 9 at EMS St. #1.

7. Next Meeting

The next meeting will be January 20, 2011 at Noon in Rose Hill. Location TBA.

8. Adjournment

Bob moved to adjourn the meeting. Dianne seconded. Meeting adjourned.