

**Allegan County Local Emergency Planning Committee (LEPC)  
MEETING MINUTES**

<p><b>MEETING: LEPC</b></p> <p><b>LOCATION:</b> Allegan General Hospital, Schuyler Room</p>	<p><b>DATE:</b> May 6, 2010</p>	<p><b>Start Time:</b> 1400</p>	<p><b>End Time:</b> 1500</p>
<p><b>ATTENDANCE:</b> Margaret Brown, Ryan Lewis, Pete Hetzel, Heather Miller, Jennifer Hamman, Scott Corbin, Don Haneckow, Rashmi Travis, and recording secretary Gail McFanin</p>			
<p><b>AGENDA ITEM</b></p>	<p><b>DISCUSSION</b></p>	<p><b>ACTION/CONCLUSION RECOMMENDATION</b></p>	<p><b>RESP. PARTY</b></p>
<p>Clarify Meeting Objectives</p>	<p>Meeting called to order at 2:00 p.m.</p>		<p>Margaret Brown</p>
<p>Review Roles</p>	<p>Everyone introduced themselves.</p>		
<p>Review Agenda</p>			
<p>Work through Agenda Items:</p>	<p>Scott suggested posting the minutes on the LEPC website to save paper in printing out the minutes. Copy Pete Hetzel and Margaret Brown on posting request to I.S.</p>	<p>Minutes to be posted to LEPC website for review by the members instead of printing them. Motion by Scott Corbin and second by Heather Miller. Motion approved.</p>	<p>Gail McFanin</p>
<p>a. Planning Committee</p>	<p>No committee report.</p> <p>Pete has been working on the site list for submission of the report by June 15.</p> <p>ITT and Transmatic and Holland Distributing sites are new sites that likely qualify for new plant submission.</p>		
<p>b. Training Committee</p>	<p>Public Safety Expo is next Thursday, 5/13 at the ACATEC and begins at 2:00. Set up will begin at 12:00 and everyone's help is needed.</p> <p>Heather provided the schedule of classes that will be conducted in addition to the equipment displays and activities outside.</p> <p>AirCare will fly in at 5:00, landing on the lawn across</p>		

	<p>from the Vo-Tech and we need a count of attendees for that session. Heather will contact local fire departments again next week for their attendees.</p> <p>There are several vendors who have agreed to attend.</p> <p>Several agencies are bringing rescue apparatus and vehicles and there will be fire truck rides and a dunk tank.</p> <p>Will be selling a food combo for \$2.50 with the profits going to training.</p> <p>The CERT trailer will be set up to promote CERT and MRC.</p> <p>Scott will bring the LEPC banner and radios for communication and remote cameras which will be run from the command center.</p> <p>Heather will check on trash containers to be placed around the event area.</p> <p>Ryan will provide photography for the event.</p> <p>Heather asked everyone to reconfirm with their contacts to remind them when to be there to set up.</p> <p>There will be a meeting at noon to review logistics and place signage for the event.</p> <p>Discussed where to post flyers and promote the event – schools, churches, daycares, stores, etc.</p>		
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c. Executive Committee	Discussed budgets and Scott will submit a recommendation that LEPC do research on filing fees locally and regionally to determine our fee schedule and develop a proposal for the Board of Commissioners for their approval.		Scott Corbin
d. Future Conferences			
e. Roundtable:	Don H. : Tabletop next week in Kalamazoo at Lawrence Education Center, Borgess Medical Center on 5/11 at 8:30 a.m. – a good opportunity to see what will happen at the Vigilant Guard tabletop coming up.		
Plan Next Steps & Next Meeting Agenda	Next meeting is July 1, 2010 at 2:00 p.m. at Allegan General Hospital, Schuyler Room		
Evaluate Meeting	Don motioned to adjourn with Scott supporting the motion. All voted in favor to adjourn at 2:45 p.m.		