

LEPC Strategic Planning Session Minutes

January 21, 2011

First Congregational Church, Otsego

Present: Margaret Brown, Scott Corbin, Pete Hetzel, Richard Koch, Jennifer Hamman, Allan Overhiser, Ben Zimont, Jim Hull, Bruce LaBrie, Myra Reimink, Rashmi Travis, Ryan Lewis, Heather Miller, Brandon Weber and recorder Gail McFanin
Session began at 9:00 a.m.

Facilitator: Dr. Terry Fisk, GVSU

Everyone introduced themselves, and Dr. Fisk reviewed the Mission and Vision statements from the previous strategic planning session in January 2009.

Mission Statement:

Jennifer Hamman pointed out that the mission statement separates first responders for preparation, which infers the recommended training for first responders in SARA Title III. Tier II plans are designed to inform the public of the presence of hazardous materials and ways to keep themselves safe and prepare for emergencies. Jim Hull suggested making the mission statement specific to Allegan County and made a motion to that effect; seconded by Pete Hetzel (motion was rescinded).

Myra Reimink suggested changing it to: "Informing the community and preparing Allegan County first responders for chemical emergencies."
Jim Hull motioned to accept the revised mission statement, seconded by Rashmi Travis.

Discussion: Ryan Lewis felt that the statement was very broad in respect to the community, but very specific regarding the first responders, which prompted a discussion to define first responders and whether they included those in Allegan County only, or from mutual aid agencies outside the County as well. Pete Hetzel indicated that they have restricted their definition to only Allegan County first responders in the past. Scott Corbin indicated that they include other counties' agencies in exercises and also contract with Ottawa County for hazardous materials response. Brandon Weber pointed out that first responders can include members from many other agencies outside of law enforcement, fire and EMS. Margaret Brown suggested that a definition of first responders be included in the "Goals and Objectives" in the LEPC Strategic Plan.

All voted on the motion to accept the revised mission statement, with all by one voting in favor of the motion. Motion approved.

Vision Statement:

Upon reviewing the current vision statement, there were no changes to the statement "Allegan County: safe and prepared for chemical emergencies."

Goals and Objectives:

Dr. Fisk divided the attendees into three groups to review the current goals and objectives, but instructed them not to change the goals themselves yet, but to focus on the objectives for each goal.

Following this exercise, the groups reconvened with a review of the Emergency Management web page by Scott Corbin, who pointed out that the website has links to information available for presentations and publication for outreach purposes. It was also suggested that the web page be used for additional public outreach.

The attendees then reviewed and revised the 2009 Goals and Objectives and set the following as Goals and Objectives for 2011:

LEPC GOALS & OBJECTIVES:

- 1: Raise public awareness concerning hazardous chemicals through an ongoing information campaign.

Obj 1: Every four years participate with the public officials' conference.

Obj 2: Annually conduct a public safety expo with outreach to the general public.

Obj 3: Publicly post information on the web and through local media on an as needed basis.

Obj 4: LEPC members provide LEPC101 Presentation to community groups in Allegan County quarterly.

- 2: Prepare and maintain SARA Title III Facility Response plans

Obj 1: Participate in planned semi-annual review of new plans by LEPC membership.

Obj 2: Hold a facility forum every two years.

Obj 3: Perform two facility site visits monthly with 24 site visits annually.

- 3: Increase LEPC knowledge of hazardous chemicals transported within Allegan County.

Obj 1: Risk and Vulnerability of Transported Chemicals - Commodity Flow Study

4: Seek funding and personnel to sustain the activities and mandates of the LEPC.

Obj 1: Seek approval to approach all Tier II facilities seeking voluntary filing fees annually.

Obj 2: Approach and pursue businesses to donate annually to the LEPC in support of training exercises.

Obj 3: Charge for-profit vendors/exhibitors to participate in the annual expo.

Obj 4: Utilize Region 5 funding sources

5: Coordinate countywide training and exercises.

Obj 1: Conduct a tabletop, functional or full scale exercise annually.

Obj 2: Survey AC first responder agencies on perceived high hazard situations/facilities annually.

Obj 3: Survey first responder agency training levels annually.

Obj 4: Reduce duplication of exercise efforts within Allegan County agencies.

Obj 5: County wide electronic shared training calendar