

MINUTES
Meramec Regional Emergency Planning Committee
12:00 p.m.
Wednesday, August 27, 2014
MRPC Office
4 Industrial Drive, St. James, MO 65559

CALL TO ORDER:

Chairman Kraig Bone called the August 27, 2014 meeting of the Meramec Regional Emergency Planning Committee to order at 12:30 p.m.

MEMBERS PRESENT:

Ron Smith, Margaret Biolsi, Richard Bray, Larry Flesher, Nicholas Hughey, Susan Long, John Lucas, Ken Ramsey, Andrea Rice, Darrell Skiles, and Wendy Squires.

MEMBERS ABSENT:

Bill Patt, Bob Hutson, Brad Nash, Michael Dixon, Ray Massey, Andrew Careaga, Janie Jadwin, Doug Drewel, Michael Schoening, Deborah Rhodes, Robert Williams, Brad Barton, Kim Smith, Allen Kimry, Janie Jadwin, Donna Kreisler, Jim Vandivort, Doris Coffman, Marvin Wright and Sheila Gaghen.

STAFF & GUESTS PRESENT:

Brett Hendrix of State Emergency Management Agency, Phillip Iman of Red Cross, Richard Pogue of Red Cross, Alan Cortvriert of DNR, Don Kinkhorst of DNR, Tammy Snodgrass, Amy McMillen and Shannon Coatney of MRPC.

APPROVAL OF AGENDA:

Ken Ramsey made a motion to approve the agenda. Andrea Rice seconded the motion, which passed unanimously.

APPROVAL OF MINUTES:

Andrea Rice made a motion to approve the minutes from June 25, 2014 meeting. Larry Flesher seconded the motion, which passed unanimously.

FINANCIAL REPORT:

Tammy Snodgrass with MRPC presented the statement of revenues and expenditures through the month ended June 30, 2014. Ms. Snodgrass stated that she was contacted by Tina Brown at MERC in regards to HMEP funds available for use by MREPC for planning and exercise activities. Staff will continue working with MERC to see what dollar amount can be effectively utilized by the 9/15/14 deadline.

John Lucas made a motion to approve the financials for the month ended June 30, 2014 as presented. Larry Flesher seconded the motion, which passed unanimously.

Tammy Snodgrass with MRPC presented the statement of revenues and expenditures through the month ended July 31, 2014.

Discussion was held on what activities MREPC will conduct in the upcoming months.

Andrea Rice made a motion to approve the financials for the month ended July 31, 2014 as presented. Larry Flesher seconded the motion, which passed unanimously.

OLD BUSINESS:

Annual Report to the Missouri Emergency Response Commission and plan update:

Tammy Snodgrass gave an update and asked for input for the MREPC Annual Report. The committee asked to include a request for more lead time for trainings. The flyers are only being sent out two weeks prior to event. The committee would also like individuals to be allowed to register by completing a form rather than registering online. The committee would like to have more flexibility on class offerings. Ms. Snodgrass will make updates and send to Chairman Kraig Bone and Andi Rice to review and approve before submitting.

Andrea Rice made a motion to approve the Annual Report with the above changes. Ken Ramsey seconded the motion, which passed unanimously.

Upcoming training fliers were handed out, they are attached. The committee suggested staff check the SEMA training website quarterly and send out notice of trainings being held by SEMA and MERC to members.

Committee was updated on staff activities as follows:

Amy McMillen is working on updating the hazmat response plan. She asked members to have changes into her by Wednesday, Sept. 3.

The committee reviewed the bylaws. The following changes were recommended by the committee:

1. 4.1 Membership representative's changes
2. Civil Defense will be changed to *Emergency Management Director*
3. First Aid will be changed to *Emergency Medical*
4. 3.1 Organizational Responsibilities
5. Designate a person to serve as a coordinator for information to *Designate a person to serve as a committee administrator and coordinator for information.*

Revisions will be made and presented to the committee at the next MREPC in December.

NEW BUSINESS:

None

REPORT FROM SEMA REPRESENTATIVE:

Brett Hendrix, SEMA, reported that SEMA has a new Director, Ron Walker and the new Deputy Director is Dawn Warren.

State Training and Exercise Planning Workshop (TEPW) event will be held in November. Regional meetings will be held in September and October.

REPORT FROM MDNR REPRESENTATIVE:

Alan Cortvrient-DNR gave an update on West Fork Mine, where there have been issues with land subsidence that has threatened a tailings pond dam. Mr. Cortvrient indicated the threat as appeared to be improved and under control at this time.

ANNOUNCEMENT OF UPCOMING MEETINGS:

HSOC meeting will be held Oct. 23, 2014. Region I Area Coordinator meeting will be held at Ft. Leonard Wood on Nov. 6.

The next MREPC meeting will be on December 10, 2014 at 12:00 p.m.

ADJOURNMENT:

Ron Smith made a motion to adjourn the meeting. Ken Ramsey seconded the motion, which passed unanimously. The meeting adjourned at 2:09 p.m.

Kraig Bone, Chairman

Date

Attest

Date