

**MINUTES**  
**Meramec Regional Emergency Planning Committee**  
**12:00 p.m.**  
**Wednesday, August 26, 2015**  
**MRPC Office**  
**4 Industrial Drive, St. James, MO 65559**

**CALL TO ORDER:**

Chairman Kraig Bone called the August 26, 2015 meeting of the Meramec Regional Emergency Planning Committee to order at 12:30 p.m.

**MEMBERS PRESENT:**

Larry Flesher, Brad Nash, Darrell Skiles, Kris Bayliss, Ken Ramsey, Andrea Rice, Susan Long, Richard Bray, Brandon Rekus, Ron Smith, Wendy Squires, Brad Barton, Kraig Bone, John Lucas, Jim Vandivort and Marvin Wright.

**MEMBERS ABSENT:**

Bill Patt, Bob Hutson, Kim Smith, Allen Kimrey, Janie Jadwin, Dan Dyer, Doug Drewel, Michael Dixon, Ron Hoffman, John Krull, Ray Massey, Donna Kreisler, Margaret Biolsi, Deborah Rhodes, Robert Williams, Doris Coffman, Sheila Gaghen, and Nick Hughey.

**STAFF & GUESTS PRESENT:**

Brett Hendrix of State Emergency Management Agency, Tammy Snodgrass, Bonnie Prigge, Cheryl Dupes and Mary Ann Gorrell of MRPC.

**APPROVAL OF AGENDA:**

Larry Flesher 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 24, 2015 meeting. Ken Ramsey seconded the motion, which passed unanimously.

**FINANCIAL REPORT:**

Cheryl Dupes with MRPC presented the statement of revenues and expenditures through the month ended June 30, 2015 and July 31, 2015.

Andrea Rice made a motion to approve the financials as presented. Marvin Wright seconded the motion, which passed unanimously.

**OLD BUSINESS:**

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

Staff presented the annual report and application for review. Under the challenges section the committee recommended that the MERC develop an app. that would allow emergency responders to register for classes using their phones. A second recommendation was for the MERC to provide written notification of grant awards.

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

Staff reviewed the Hazardous Materials Emergency Plan with the committee. Staff will notify members via email on where to find the updated plan online when the final edits are completed.

Ken Ramsey made a motion to approve the Hazardous Materials Emergency Plan with revisions. John Lucas seconded the motion, which passed unanimously.

Upcoming training fliers were handed out, copies are attached.

Discussion and Approval of Guidelines and Policies for Awareness and Operations Classes Funded Directly by MREPC:

Staff presented proposed guidelines and policies for local training program provided by MREPC. The policy will insure consistency and avoid any conflict of interest and comply with MRPC procurement policy, staff suggested that the MREPC establish some guidelines and policies for its local training program. The following changes were recommended:

1. Change minimum class size from zero to eight.
2. MREPC will only pay for classes that are open to all emergency response agencies in the region.
3. Classes may be audited by MREPC members and/or staff.

Andrea Rice made a motion to approve the Guidelines and Policies for Awareness and Operations Classes with the changes recommended. Larry Flesher seconded the motion, which passed unanimously. Revised copy is attached.

Staff Activities:

Staff finished after-action report on St. James tabletop. Staff is working towards a full scale exercise. Members asked that staff email the summary report out to the committee.

#### **NEW BUSINESS:**

Staff updated the committee on the EPA Regional LEPC Conference. Staff attended several LEPC sessions. There is a threat to HMEP funds, HMEP funds can be discontinued because most states do not spend funds and send them back.

The Committee voted to add the need to continue HMEP funding to the federal priorities list. This report is presented each year to our Federal Legislators in Washington D.C.

Andrea Rice made the motion to propose adding the importance of HMEP funds to the MRPC list of federal priorities. John Lucas seconded the motion, which passed unanimously.

#### **REPORT FROM SEMA REPRESENTATIVE:**

Brett Hendrix, SEMA, reported that public assistance was approved for 70 plus counties for the spring storms/flooding from May 15-July 27. Individual assistance was not approved for any counties.

Mr. Hendrix announced that a WEBEOC exercise will be held on Sept. 17 at 10:00 a.m. at SEMA. A Region I Emergency Management Stakeholders meeting will be held on Nov. 5 at 10:00 a.m. at Pulaski Co. Health Dept. in Crocker.

#### **REPORT FROM MDNR REPRESENTATIVE:**

No report was given.

#### **ANNOUNCEMENT OF UPCOMING MEETINGS:**

HSOC meeting will be held Aug. 27.

The next MREPC meeting will be on December 9, 2015 at 12:00 p.m.

#### **ADJOURNMENT:**

Kraig Bone made a motion to adjourn the meeting. Marvin Wright seconded the motion, which passed unanimously. The meeting adjourned at 2:00 p.m.