**MINUTES**

**Meramec Regional Emergency Planning Committee
12:00 p.m.
Wednesday, June 19, 2019
MRPC Office
4 Industrial Drive, St. James, MO 65559**

**CALL TO ORDER:**Jeff Breen called the June 19, 2019 meeting of the Meramec Regional Emergency Planning Committee to order at 12:29 p.m.

**MEMBERS PRESENT:**

Larry Flesher, Kris Bayless, Teresa Bayless, Susan Long, Richard Bray, Jeff Breen, Margaret Biolsi, Wendy Squires, and Jim Vandivort.

**MEMBERS ABSENT:**

Les Murdock, Brad Nash, Darrell Skiles, Kendra Mobray, Doug Drewel, Roger Wilt, Steve Brown, Andrea Rice, Ron Smith, Doris Coffman, John Lucas, Kraig Bone, Chuck Fisher, Nick Hughey and Bill Goad.

**STAFF & GUESTS PRESENT:**

Tammy Snodgrass, Linda Carroll, Linda Loughridge, Kathryn Hawes, and Bonnie Prigge with MRPC; Brad Woods, City of Rolla EMD; Brett Hendrix, SEMA; and Alan Cortrivent with DNR.

**APPROVAL OF AGENDA:**Margaret Bilosi made a motion to approve the agenda. Kris Bayless seconded the motion, which passed unanimously.

**APPROVAL OF MINUTES:**Susan Long made a motion to approve the minutes. Larry Flesher seconded the motion, which passed unanimously.

**FINANCIAL REPORT:**Linda Loughridge with MRPC presented the statement of revenues and expenditures through the month ending May 31, 2019. She noted that there was currently a surplus of $1,501.09 in the budget.

Kris Bayless made a motion to accept the month ending statement of revenues and expenditures as presented. Jim Vandivort seconded the motion, which passed unanimously.

Ms. Loughridge also presented the proposed budget for FY2019-2020. She noted that the proposed budget shows a deficit of $1,771 which will be covered through fund reserves and is directly related to LEPC administration activities.

Other items of note that were highlighted included:

* Slight increase in travel/meals – Tammy Snodgrass will be attending the Region 7 conference in Omaha, NE. It is only held every two years.
* HazMat Commodity Flow Study grants – Proposed budget assumes this project will be roughly 30% completed, utilizing $6,500 of the $23,818 that was awarded, by the end of this fiscal year. The remaining $17,318 will be spent in FY19-20 as the project was extended to Dec. 15, 2019. Corridors included in the study:
	+ Highway 100 corridor in Osage and Gasconade counties
	+ Highway 47 in Washington County
	+ Highway 32 in Dent County
	+ Highway 42 in Maries County
	+ Highway 8 in Phelps, Crawford and Washington counties

Ms. Loughridge also informed the committee that MREPC would be applying for another grant.

Larry Flesher made a motion to accept the proposed budget for FY2019-2020 as presented. Wendy Squires seconded the motion, which passed unanimously.

Committee members reviewed the Technical Assistance contract for Organization and Program Implementation between MRPC and MREPC. She informed the committee that the overall amount stayed the same at $20,000, but noted that the hourly rates did change.

Jim Vandivort made a motion to accept the contract. Kris Bayless seconded the motion, which passed unanimously.

**OLD BUSINESS:**

Tammy Snodgrass reported that originally the Commodity Flow Study was only partially funded. She then received notice of full funding and coverage for all requested corridors. We have completed or are working on Highway 72, I-44, Highways 50, 63, 19, 21, 100, 47, 32, 42 and 8. Committee members were asked if there were any other corridors with truck traffic that they felt should be covered. She added that all pipelines and railroads are completed. Jim Vandivort suggested Highway A in Washington County. He stated that there was a lot of truck traffic headed into Crystal City. It was noted that Highway A is one of only two east-west routes in Washington County. The other is Highway 8. Bonnie Prigge mentioned Highway 28. Ms. Snodgrass asked the committee to give it some thought for discussion at the next meeting in August.

Ms. Snodgrass informed the committee that the Flow Study is part of the HazMat Plan that is sent out every year but questioned if there was a better way to get the study information out to emergency responders. Input was requested from committee members. Ms. Snodgrass suggested condensing the information down by county and sending out with the training survey, encouraging departments to review the information to help them determine what classes are needed. Other suggestions included:

* Presenting at SEMA quarterly meeting
* Sending a copy to all city and county elected officials
* Providing it to fire, fire chiefs or fire district meetings
* Presenting at EMS regional meetings

The committee was also asked for input on ways to use the information contained in the Flow Study in planning efforts. Some ideas were:

* to assist in determining what type of training is needed;
* to use in the completion of an in-depth hazard analysis; and then add to hazard mitigation plans; and to assist in healthcare planning (nursing homes, urgent cares, hospitals, etc.) Wendy Squires mentioned that she used the information in a presentation to a Healthcare Coalition.

Ms. Snodgrass stated the study would be posted to the MRPC website once it’s completed and that she would create a presentation that can be shared out.

Ms. Snodgrass went over the hazmat classes that have been, or will be, held in the region. There is an Ignitable Liquids class scheduled for Aug. 10 in Hermann and Vichy held and Ignitable Liquids and Ethanol class on June 2. Osage County held a HazMat Basic Life Support class this week.

Ms. Snodgrass updated the committee on the plan review and update and introduced MRPC employee Kathryn Hawes who is working on the plan update and flow study. Tier II’s are organized and are being added to the plan which will be ready for review by the committee in August.

Several MERC newsletters were provided to those interested and the committee was informed that the next MERC meeting would take place on Aug. 27 in conjunction with the SEMA Conference.

A flyer with information on fire school classes and trainings was shared around the table. Members were informed that a Safe Schools Conference would be held in July in Springfield.

**NEW BUSINESS**

Jeff Breen reported on the recent reactor exercise held at the MS&T. The exercise used a scenario where decontamination was required and where the “victim” had to be extracted from the bottom of a very narrow staircase having steep steps. Responders extracted the “victim”, followed decontamination procedures and monitoring before transporting by ambulance to the hospital.

Mr. Breen said the training goal was achieved with the exercise. He noted that they learned communication was an important key, including the terminology used. It was noted that having Material Safety Data Sheets (MSDS’s) would have been helpful.

Overall, the exercise went well and Mr. Breen thanked the committee for providing the funding for lunch. It was appreciated by all participants.

Ms. Snodgrass reported that she had reviewed the meeting attendance list for the year. If a member has four unexcused absences, they can be removed from the committee. She stated she had contacted those not attending four meetings and sent a letter to those county commissioners. Most have replied back with either a written excuse for their absences or a promise to be at the next meeting. In the letter to the county commissioners, Ms. Snodgrass asked them to consider adding more members to the committee.

A slate of officers for the 2019-2020 year was presented for approval. Kraig Bone agreed to serve as chair and Jeff Breen agreed to serve as vice chair. Andi Rice requested to be taken off as an officer. Mr. Breen called for a vote of approval and all presented voted “aye.”

**REPORT FROM MERC REPRESENTATIVE:**

No report given.

**REPORT FROM SEMA REPRESENTATIVE:**

Brent Hendrix reported Missouri currently has an open disaster period and SEMA has requested a federal disaster proclamation for storms and flooding from Apr. 29 until the floodwaters go down. Preliminary estimates show $33 million having been submitted to the state.

Mr. Hendrix informed the committee that preliminary damage assessments for individual homeowners and businesses have been completed in the state. Public damage assessments for government entities will begin next week.

SEMA’s next quarterly meeting will be on Sept. 12 at 10:00 a.m. at the Sheriff’s Department where they will be conducting a functional exercise and activating a new EOC in Phelps County.

Mr. Hendrix suggested that the December quarterly SEMA meeting may be a good time to present the information on the flow study. Ms. Snodgrass will coordinate with Mr. Hendrix on the presentation.

Mr. Hendrix concluded his report by informing the committee that SEMA has a new deputy director, Captain Remillard who came to the organization from Highway Patrol Troop I. The new captain for Troop I is Eddie Blaylock.

**REPORT FROM MDNR REPRESENTATIVE:**

Alan Cortrivent reported an incident in Caledonia where a tanker lost fuel. The clean-up is complete but they are waiting for better weather so that they can replace the soil in the farmer’s field where the spill occurred.

Mr. Cortrivent stated that there is a Presidential Declaration with the Environmental Protection Agency (EPA) for northwest Missouri. Help is being requested to gather hazmat containers that are found displaced by flooding. If anyone finds a container, they are asked to contact DNR.

He informed the committee that DNR has purchased a Hazmat Chemical Identifier and may try to purchase one or two more in the future. The cost of one identifier is around $50,000.

He concluded his report by stating that there may be some changes in how the MDNR emergency response team responds to spills.

**ANNOUNCEMENT OF UPCOMING MEETINGS/EVENTS:**

Aug. 8-10 – LEPC Conference (Omaha, NE)

Aug. 27-30 – SEMA Conference

Aug. 28 – MREPC

Oct. 30 – MREPC

**ADJOURNMENT:**Kris Bayless made a motion to adjourn the meeting. Jim Vandivort seconded the motion, which passed unanimously. The meeting adjourned at 1:44 p.m.

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Kraig Bone, Chairman Date

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Attest Date