**MINUTES**

**Meramec Regional Emergency Planning Committee
12:00 p.m.
Wednesday, Aug. 14, 2019
MRPC Office
4 Industrial Drive, St. James, MO 65559**

**CALL TO ORDER:**Kraig Bone called the Aug. 14, 2019 meeting of the Meramec Regional Emergency Planning Committee to order at 12:29 p.m.

**MEMBERS PRESENT:**

Brad Nash, Kris Bayless, Teresa Bayless, Andrea Rice, Susan Long, Richard Bray, Jeff Breen, Margaret Biolsi, John Lucas, Kraig Bone, Jim Vandivort, Scott Lamb (for Chuck Fisher).

**MEMBERS ABSENT:**

Larry Flesher, Darrell Skiles, Kendra Mobray, Doug Drewel, Roger Wilt, Steve Brown, Ron Smith, Wendy Squires, Doris Coffman, Nick Hughey and Bill Goad.

**STAFF & GUESTS PRESENT:**

Tammy Snodgrass, Linda Carroll, Linda Loughridge, Kathryn Hawes, and Bonnie Prigge with MRPC; Brett Hendrix, SEMA; and Alan Cortrivent with DNR.

**APPROVAL OF AGENDA:**Susan Long made a motion to approve the agenda. Jim Vandivort seconded the motion, which passed unanimously.

**APPROVAL OF MINUTES:**Richard Bray made a motion to approve the minutes. Margaret Biolsi seconded the motion, which passed unanimously.

**FINANCIAL REPORT:**Linda Loughridge with MRPC presented the preliminary year end statement of revenues and expenditures through the month ended June 30, 2019. She noted that the $8,179.50 showing for accounts receivable on the assets page is money due from MERC for the commodity flow study.

Kris Bayless made a motion to accept the preliminary year end statement of revenues and expenditures as presented. Jeff Breen seconded the motion, which passed unanimously.

Linda Loughridge with MRPC presented the statement of revenues and expenditures through the month ended July 31, 2019. She noted that there was currently a deficit in revenues over expenditures of $1,365.20 as the state revenues (Tier II funds) have not yet been received.

John Lucas made a motion to accept the month ended statement of revenues and expenditures as presented. Andrea Rice seconded the motion, which passed unanimously.

**OLD BUSINESS:**

Tammy Snodgrass informed the committee that the annual report has changed significantly from the previous year. The new format is requiring signatures, a membership list, last year’s financials, this year’s budget and requires us to make a notation if sending an updated plan. Goals are no longer a part of the document.

Andrea Rice noted that she was still listed as vice chair on the membership list and that should be changed to Jeff Breen. It was also noted that Roger Wilt is no longer the EMD for Maries County so his name should be removed.

The committee was informed that the Hazardous Materials Plan Update was sent out a couple of weeks ago and Ms. Snodgrass stated it is available to view on-line through Hightail.com. Kathryn Hawes, MRPC, has been assisting with the plan update.

Ms. Snodgrass stated she would be sending in the annual report after Sept. 1 to meet the Sept. 15 deadline. Members were asked to review their community information and send any changes to her by the end of August.

Susan Long made a motion to approve the submission of the report with the revised plan and any changes submitted by members. Andrea Rice seconded the motion which passed unanimously.

Ms. Snodgrass went over the hazmat classes that have been, or will be, held in the region. An Ignitable Liquids and Flammable Liquids class is finishing this week in Dent County and Vienna held a Chemical Suicide class in June. A Surface Water Rescue and Swift Water Rescue will be held Sept. 8-11 at Six Flags. She also mentioned the MFA Volunteer Fire Grant in cooperation with University Fire School.

Chairman Bone also suggested checking out the SEMA website, noting that registration can be done on-line for those classes. In addition to sending training information to MREPC members, Ms. Snodgrass informed the committee that she also sends the information to fire, law enforcement and medical personnel in the region. Flyers on upcoming trainings were made available to members.

Several MERC newsletters were provided for those interested and the committee was informed that the next MERC meeting would take place on Aug. 27 in conjunction with the SEMA Conference. Ms. Snodgrass reported that Paul Kirchhoff, director of MERC, has submitted the HMEP grant that is used for training. The application requires certification that Missouri is in compliance with updated plans in place and that the plans are being reviewed on a regular basis. Mr. Kirchhoff is pushing to get those counties without a plan or having an outdated plan in compliance.

Ms. Snodgrass informed the committee that Mr. Kirchhoff is now the TRANSCAER (Transportation Community Awareness and Emergency Response) representative for Missouri. TRANSCAER is a national outreach effort to help communities prepare and respond to transportation related hazardous materials accidents.

Ms. Snodgrass and Ms. Hawes reported on the status of the commodity flow study. Ms. Hawes indicated activities are on schedule. She is updating some GIS maps and has done a summer survey on three corridors, Highways 100, 32 and 42. She is working on scheduling times for the fall survey on those corridors. It was reported that the corridors completed are Highways 72, 63, 19, 21, 50, 100, 47, 32, 42 and 8, as well as I-44. All railroads and pipelines have also been completed. The committee was asked if there were any other corridors they would like to see surveyed. Responses included Highways A, 133 near Meta, 89 north out of Linn, 28 east near Kingsford Manufacturing, 28 west around Owensville and 68 in Maries, Phelps and Dent counties.

Ms. Snodgrass indicated she would have two HMEP applications ready for review at the October meeting.

On the training survey, Chairman Bone suggested adding a line to ask how much and what type of foam supply a location had available and what type of haz mat equipment was available, such as suits, and are the suits pressure tested and still current. It was suggested a sheet be built with the compiled information and shared with other departments and 911 personnel. It would be a good resource showing who has what resources available and where they are located. Other comments/concerns on compiling this information included:

* Listing specific capabilities for the suits. Are they Level A or Level B?
* Dispatchers may need training. What facilities are in that county that would trigger use of the list? May need a call down list in their procedures.
* Mutual aid coordinators should have this information and most area fire chiefs know who to call.
* Some concern that efforts may be being duplicated.
* It would be helpful to know status on supply of consumables like foam. What kind is available and how much?
* A list of equipment is already available.

Ms. Snodgrass updated the committee on her efforts to condense the flow study for sending out with the training survey. The most recent condensed draft is three pages and she added she is open to suggestions for further condensing. Suggestions included:

* Breaking out by each county but including information for the whole corridor which is in multiple counties
* If broke out by county, it would show where the traffic goes and could include graphs showing class type per highway
* Add year behind season of the survey, or a footnote showing the date the field work was completed

The general consensus was that it should be broke down by county and that the tables were good. Ms. Snodgrass indicated she would be sending the training survey out in the next week or so. It’s been sent out once already.

**REPORT FROM MERC REPRESENTATIVE:**

No report given.

**REPORT FROM SEMA REPRESENTATIVE:**

Brent Hendrix reported a disaster declaration has been approved for Maries and Laclede counties with Pulaski being an add-on. Briefings are being scheduled with meetings to be held in Jefferson City, Camdenton and St. Robert. A schedule will be coming out soon.

With the disaster declaration, there have been some hazard mitigation funds that have been freed up. If anyone is seeking funding for any hazard mitigation projects, they need to send in a notice of intent. These applications can be found on the SEMA website and are due Sept. 16.

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.

**REPORT FROM MDNR REPRESENTATIVE:**

Alan Cortrivent reported that his office is finishing the northwest Missouri hazardous mitigation clean-up. He noted it was more concentrated and easier to pick up adding that they are still trying to figure out clean up in this area. The debris is more widespread in this area and clean up may extend into the spring after the vegetation has died back. If anyone finds a more concentrated area of debris, they might want to call the EPA for assistance.

Mr. Cortivent informed the board of any incident at a local scrapyard between St. James and Cuba where a radiological sensor was triggered. A Walmart trailer set off the radar and it was determined that some kitty litter or potassium related fertilizer had been spilled in the trailer from a previous load. He added that his department received a lot of calls earlier in the year but they have dropped off for now.

**ANNOUNCEMENT OF UPCOMING MEETINGS/EVENTS:**

Oct. 30 – MREPC; review two HMEP applications; setting 2020 meeting schedule

**ADJOURNMENT:**Teresa Bayless made a motion to adjourn the meeting. Jim Vandivort seconded the motion, which passed unanimously. The meeting adjourned at 1:37 p.m.

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Kraig Bone, Chairman Date

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Attest Date