

MINUTES
Meramec Local Emergency Planning District
12:30 p.m.
Wednesday, June 21, 2023
MRPC Office
4 Industrial Drive, St. James, MO 65559

CALL TO ORDER:

Kraig Bone called the June 21, 2023, meeting of the Meramec Local Emergency Planning District to order at 12:37 p.m.

MEMBERS PRESENT:

Members participating in-person were Steve Vogt, Kim Sallin, Jeff Breen, Wendy Squires, John Lucas, Kraig Bone and Chuck Fisher.

MEMBERS ABSENT:

Honor Evans, Brad Nash, Kendra Mobray, Jeff Arnold, Clyde Zelch, Doug Drewel, Scott John, Ron Hoffman, Richard Bray, Margaret Biolsi, Ron Smith, Joshua Pearson, Ron Jones and Doris Coffman.

STAFF & GUESTS PRESENT:

Tammy Snodgrass, Patrick Stites and Linda Carroll with MRPC and Bonnie Prigge with MRPC and Vichy Fire. Guests participating in person were Steve Runnels, National Weather Service Springfield; Brett Hendrix, SEMA; Chelsea Smith, Osage County Health Department; Brad Woods, city of Rolla Fire; and John Marti, city of Rolla Fire.

APPROVAL OF AGENDA:

Jeff Breen made a motion to approve the agenda. Wendy Squires seconded the motion, which passed unanimously.

APPROVAL OF MINUTES:

Steve Vogt made a motion to approve the minutes. Wendy Squires seconded the motion, which passed unanimously.

FINANCIAL REPORT:

Linda Loughridge presented the financial report ending May 31, 2023. With 91.67% of the year expired, the percentage of revenues is at 63.43%. She also pointed out that administration costs are over 100% and that TIER II revenue has been down about \$5,000 for each of the last two years. The committee was reminded that due to the reorganization and formation of the MLEPD, two new expenses, D&O (Directors and Officers) Insurance and audit expenses, will be incurred. Linda stated an audit firm has been selected and will conduct an audit of the current year and the previous year. The firm selected is the same firm being used by MRPC and Linda informed the committee that she believes using this same firm will provide a bit of cost savings to MLEP, as opposed to trying to find another firm to conduct the audit.

Ms. Snodgrass informed the committee that she has been in discussions with the MERC Director – first Mike Harris and now Stephen McLane regarding TIER II funds for the past two years – since the first shortfall occurred. She said that Mr. McLane mentioned that different formulas were used each of the last five years to calculate the distributions. Ms. Snodgrass said he also told her that the formulas being used weren't what is stated in state statute. She added that Mr. McLane said the district would be receiving more funds under the statutory formula, but didn't say how much. Ms. Snodgrass said she and Kraig Bone would be meeting with Mr. McLane next week to discuss this issue. Mr. Bone added that nothing has been done in the last two years and the issue needs to be resolved. There was some discussion about reaching out to the district's legislative representatives for assistance in moving things along. Brett Hendrix with SEMA said that Sen. Justin Brown is the representative with MERC. Bonnie Prigge suggested meeting with Sen. Brown to see if he can assist.

Jeff Breen asked Linda Loughridge what was in the reserve fund. She said there was \$20,218. Mr. Breen said he would be inclined to use the reserve to get the district where it needed to be for the next fiscal year. Linda said she would know more by mid-budget but did add that if nothing is done, the organization could run out of funds next year. Jeff said the district needs to try to find or press for new funding sources. Linda Loughridge said she does believe there will be more funding for activities, however she said she doesn't believe it will be enough to operate at the level the group is accustomed to.

Ms. Snodgrass informed the group that the state law that governs LEPCs sunsets next year. She said the funding formula and fees haven't increased in 30 years and added that was a conversation to have with Sen. Brown to see if those could be adjusted to generate more revenue.

Linda Loughridge reported the administration contract for the district needs to be bid out since MLEPD is no longer considered a subcommittee of the MRPC. She explained how that process would work. Ads that would include what services are currently being provided to the district would be published in area papers. The ads would include contact information for the MLEPD chairman. Linda Loughridge said the officers would review the bids as it would be a conflict of interest for MRPC to be involved since they currently provide administrative services. Tammy Snodgrass added she prepared a short-term contract and budget that would run through August and asked for approval from the group.

Wendy Squires made a motion to approve the short-term contract and budget as presented. Jeff Breen seconded the motion, which passed unanimously.

Jeff Breen made a motion to approve the May financials as presented. John Lucas seconded the motion, which passed unanimously.

Proposed Budget

Linda presented the proposed budget for the fiscal year 2023-2024. She reported that the two-year audit which needs to be completed will cost \$7,700 and the 2023-2024 audit would be \$4,450 saying that costs are driven by market demand. The audit firm that will be completing the audit is the same firm that MRPC is using for its audits.

The committee discussed the costs associated with the audits with Bonnie Prigge asking if there would be any cost savings to look at a smaller audit company and doing a single audit. Linda Loughridge said a relationship would have to be established with MRPC and MLEPD and the audit will be cheaper with a company doing multiple audits for the same entities. In addition, Mrs. Loughridge said she received only one viable bid after two searches, including direct phone calls to audit companies. She suggested the committee consider doing audits every two years at it will be cheaper than single year audits.

Mrs. Loughridge added that the committee needs to see an increase in funding in order to maintain the same level of operations. Bonnie Prigge suggested the committee consider holding two meetings virtually, which would eliminate the cost of meals for those two meetings, until additional funding becomes available.

OLD BUSINESS:

Trainings

Flyers were provided on several upcoming training courses.

Review and Discussion of PAM Exercise

Led by Patrick Stites, MRPC, a short exercise based on the PAM tabletop was conducted to meet Missouri Emergency Response Commission (MERC) requirements. There were four objectives discussed during the exercise:

- Ensure the availability of guidance and resources to address all hazards including hazardous materials, acts of terrorism, and natural disasters in support of the responder operations and the affected communities.
- Notifications – Identify the appropriate notifications sequence and expected timeframes among local, state, federal government, and private sector.

- Communications – Establish the appropriate communications channels among local, state, federal government, and private sector.
- Operation Coordination – Identify the unique operational roles, responsibilities, response timeframes, and requirements across stakeholders involved in a pipeline incident response.

The exercise featured three modules: Call and Response, On-Scene Response and Expansion or Demobilization. The group discussed the challenges faced by first responders and how best to respond to a pipeline incident.

Mr. Stites shared the following comments from the PAM meeting:

- Make sure we involve more jurisdictions for mutual aid.
- Participants realized that there might be a need to reach out to local contractors, street departments, or possible farmers with tractors to clear the roads. MLEPD members added that you want to make sure you don't create more victims when involving local, private assistance.
- Participants also recognized the need to develop a list and/or relationship with local contractors.
- Several participants indicated that they were not aware of how SCADA (pipeline control) centers worked.
- Participants also realized that it might take an hour or so to get pipeline operators at the scene.
- Participants wished there was more participation from EMDs, EMS, and 9-1-1 at these exercises.

NEW BUSINESS:

New Members

The group was asked to approve Floyd "Bob" Hayworth and Chelsea Smith as new members.

Steve Vogt made a motion to approve the addition of Floyd "Bob" Hayworth and Chelsea Smith as new MLEPD members. Jeff Breen seconded the motion, which passed unanimously.

MERC Grant

Tammy Snodgrass reviewed the recent MERC grant that was awarded to the district. She thanked Jeff Breen and Ron Smith for pulling together and implementing the \$100,000 grant. She said there was a short timeframe for applying for the grant and added that the funds were required to be spent within six weeks of being awarded. The city of Rolla and Rolla Fire agreed to cash flow the funds. Ms. Snodgrass reported that \$73,000 to \$74,000 was actually spent and of that amount, \$50,000 was spent on booms and pads which Rolla Fire distributed to fire departments in the district.

Ms. Snodgrass informed the committee that another grant round through MERC will be opening soon. This grant will require funds to be spent within 10 months and applicants can request up to \$100,000. If the district was awarded the grant, she suggested providing a technician level class and said that the Region I Emergency Regional Response Team has indicated they could fill a class. Tammy added that the MERC quoted a cost of \$30,000 for this type of class. She presented the following suggestions for spending the remaining \$70,000:

- Additional exercises.
- In-depth hazmat analysis in each county which would become a part of the hazmat plan.
- Update/refresh the commodity flow study.
- Presentations for local elected officials regarding their responsibilities in emergency response situations.
- Work on including underserved communities in emergency planning, with a push on emergency/hazmat planning and how those individuals can get involved.

Tammy said the estimated cost for these activities is approximately \$69,000 - \$70,000 and said she was open to other ideas or suggestions from the committee.

Kim Sallin said the DHS is moving towards doing more response activities and how to prepare people for the recovery phase. Jeff Breen said this element should be added when working with the underserved. Tammy suggested holding classes on environmental justice and planning with underserved communities. Bonnie Prigge added this discussion on response and recovery should also be held at the local and county level. Brett Hendrix with SEMA said that recovery on the state level is now becoming its own unit. Chairman Bone asked Mr. Hendrix if SEMA had any classes or guidelines on this topic. Mr. Hendrix responded by saying SEMA is struggling to fill

classes but that suggestions like this are needed. He said he will look into it and will include it in upcoming discussions.

Tammy asked the committee for approval to submit the grant application and the proposed expenditures as presented to the MERC. Jeff Breen said he likes the ideas outlined for the application. Tammy added that the scope of work can be fine-tuned if funded.

Jeff Breen made a motion to approve the grant application and expenditures of \$30,000 for a technician class and \$70,000 for planning and training activities as presented. Wendy Squires seconded the motion, which passed unanimously.

Report on Central States Hazmat Preparedness Conference

Tammy reported she had attended the recent Central States Hazmat Preparedness Conference and said it was an excellent conference that provided a lot of good information on current hazmat issues.

Some of the topics at the conference included:

- The dangers of lithium batteries. Lithium battery fires are hard to put out and should just be left to burn. She said the speaker gave an example of an incident that occurred with a stockpile of 150 tons of lithium batteries. Responders just smothered it to contain the smoke but the incident lasted weeks.
- The dangers of lithium batteries in electric cars. The presenter said with incidents of fires in electric vehicles, responders should just place the vehicle in a safe location and let it burn out, which could take weeks.
- One session dealt with earthquakes and the dangers they present to pipelines and other hazmat infrastructure.
- Legal liability for adequate emergency planning that is inclusive of underserved communities which is part of the Americans with Disabilities Act (ADA) and environmental justice.

Ms. Snodgrass said she would try to get copies of some of the presentations to share with the group.

UPDATE FROM STEVE RUNNELS

Steve Runnels with the National Weather Service (NWS) reported that the NWS Chat service will be going away as of Sept. 1. NWS Chat is an instant messaging service that provides real-time information on hazardous or weather events to the emergency management community. Mr. Runnels said the NWS was forming a partnership with Slack and that information would be going out next week. He said the emergency management, police and dispatch personnel will need to get a Slack account to continue to receive this type of information.

REPORT FROM MERC REPRESENTATIVE

No report was given.

REPORT FROM SEMA REPRESENTATIVE

Brett Hendrix reported the SEMA Conference would be held Aug. 22-25, 2023 in Columbia and said the next quarterly meeting of stakeholders would be Sept. 7 at 10:00 a.m. at the Maries County Courthouse. He also informed the committee that the Pulaski County LEPC joined with another group of counties to form a new LEPC.

REPORT FROM MDNR REPRESENTATIVE

No report was given but Ms. Snodgrass informed the group that she presented Alan Cortvrient with certificates of appreciation at his retirement party for his work with the MLEPD.

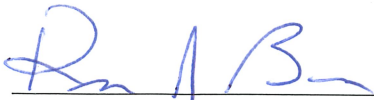
ANNOUNCEMENT OF UPCOMING MEETINGS

Aug. 23, 2023

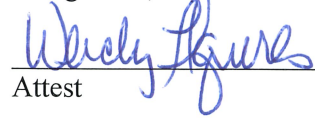
Nov. 7, 2023

ADJOURNMENT:

Jeff Breen made a motion to adjourn the meeting. Kim Sallin seconded the motion, which passed unanimously. The meeting adjourned at 2:35 p.m.



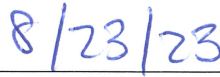
Kraig Bone, Chairman



Attest



Date



Date

