

Grand Forks County LEPC Meeting

Minutes

August 3, 2017

3:00 — 4:00 PM

The Local Emergency Planning Committee held a meeting on Thursday, August 3rd, at 3:00 PM in the EOC. Members of the LEPC in attendance were Chad Cutshaw – GFFD, Kari Goelz – GF EM, Shawn Leach - GFAFB EM, David Jones - GF County State’s Attorney, Becky Ault - PSAP, Shannon LaHaise – PSAP, Shannon Ng - GFPH, Marcus Lee- GFPH, Joe Lies – NDDDES, Jon Simundson – GFSO, Blake Beckstead – GFPW, Rick Litzinger – Altru, LeahRae Amundson – GFPW, Lisa Botnen - GFPW, Mike Lefever – UND EM, Jason Doyle – GFAFB EM, Irene Melby – United Way, Art Culver – Altru Ambulance, Eric Toutenhoofd – Altru Ambulance, Chris Deitz – GFK Airport Fire, Mark Pieplow – GFAFB, Jesse Burkard – GFAFB, Scott Schumaker – GFAFB, Kevin Whitney – GFAFB and Donna Anderson GF EM.

I. Call to order

Chair Chad Cutshaw called the meeting to order.

II. Shawn Leach, GFAFB made a motion to approve the minutes. Chad Cutshaw, GFFD seconded. Motion carried.

III. New Business

a) COAD Formation - COAD (Community Organizations Active in Disasters) is in the process of forming the Upper Red River Valley COAD. It is a group of private sector and nonprofit agencies that come together to meet unmet needs of the public after a disaster. Interim Chair Joan Buchhop, Lutheran Social Services, is organizing the group.

b) Safety Plans

Working diligently on safety plans for the city and county including the courthouse and the county office building. Safety Plans are being finalized.

c) Appreciation Event – an appreciation reception for the LEPC Committee will be held during the next meeting on November 2 at 3:00 PM in the basement in the classroom of the GFFD.

Discussion of the terms for Committee Chairs on the LEPC. Motion to hold Committee Chair elections at the November meeting and new positions will become effective in February of the next year. Shannon LaHaise made the motion, Shawn Leach second. All in favor. Motion passed.

d) Training Events

ICS 300 – 400 will be held at the Airport Operations Center in November 2017. Discussion of times and dates to hold the three day course. Classroom at the Operations Center can hold 25 participants.

Amateur Radio Technician Class will be in the EOC beginning on October 4 from 6:00 - 8:00 PM. The class is sponsored by the Lake Agassiz Radio Club. There are six classes, each class will be held every Wednesday, with the final test held on November 15. Only cost is for the manual.

d) Planning Chair – Donna Anderson, GFEM

1. The Planning Committee did not meet this quarter to discuss updates to the county Hazardous Materials Emergency Operations Plan. A meeting to update the plan is scheduled for early 2018.
2. Training and Exercise Interim Committee Chair – Rick Litzinger, Altru Health Center

Rick stated that the Training and Exercise Committee met for the first time to discuss the direction members want to take the training and exercises. They will utilize the calendar on the LEPC page on the Emergency Management website to list any training and exercises available in the County. Let Rick know if you have any ideas for training and exercises and he will forward the information to the Emergency Management Office to enter on the calendar. Links to training from other agencies will also be a part of the LEPC page.

GFAFB Full Scale Exercise, Wednesday, October 11, 9:00 AM - 5:00 PM. Jason Doyle from the GFAFB updated the group on the Full Scale Exercise. A Mid-term Planning Meeting is Thursday, August 17 from 2:00 PM - 4:00 PM at the city Public Safety Center, 1220 N 52 St. Discussion of objectives, injects and agency deliverables for the exercise. If you have injects for your agencies, please email them to Jason Doyle at Jason.Doyle.2@us.af.mil and Mr. Shawn Leach at shawn.leach.1@us.af.mil. They will be ironing out details on the injects and moving forward with the Exercise Plan and MSEL (Master Scenario Event List) as well as discuss the resources that will be deployed to the scene. They are in need of volunteers. The Full Scale Exercise will be at the Base so logistics of getting exercise participants on the Base will be discussed at the August 17 planning meeting. The scenario will include an air show accident with a CBRN agent which will test capabilities of transportation on and off base with outside agencies. The scenario will cover the response and recovery phases of the exercise incident.

3. Public Outreach – Shawn Leach, GFAFB EM

Shawn passed out the completed Are You Ready guide that has been developed for Public Outreach. The next meeting will discuss printing the guide and making it public. The committee is looking for new members if interested.

Thank you to everyone for the support with the development of the guide, especially for all of the pictures that were sent, making it easier to incorporate local photos into the different topic pages.

IV. Tier II and Other Hazmat Reports

Handouts were available for new changes effective for RY2017/CY2018 from the ND State Emergency Response Commission (SERC.) Discussion on open records notification of Section 324. A link to the Notice will be on the LEPC page on the Emergency Management website this year along with the public notice in the Grand Forks Herald.

V. Open Discussion

Handouts available from the Office of Homeland Security regarding threat attempts using malicious cyber actors sending phishing emails that target our critical infrastructure.

Art Culver announced to the group that this will be his last LEPC meeting. Art has resigned his position from Altru Ambulance. We will miss working with Art but wish him well in his future career path.

VI. Adjournment

David Jones made the motion to adjourn the meeting. All in favor. Meeting adjourned at 3:50 pm.