

# Grand Forks County LEPC Meeting Minutes

February 1, 2018

3:00 — 4:00 PM

The Local Emergency Planning Committee held a meeting on Thursday, February 1 at 3:00 PM in the classroom of the Grand Forks Police Dept. Members of the LEPC in attendance were Chad Cutshaw – GFFD, Kari Goelz – GFEM, Eric Halstenson – Simplot, Mike Torrey – Henningson Cold Storage, David Jones - GF County State's Attorney, Shannon Ng - GFPH, Marcus Lee- GFPH, Jon Simundson – GFSO, Rick Litzinger – Altru Health Systems, Gina Wieler – Altru Health Systems, Lisa Botnen – GF Public Works Water, Mark Pieplow – GFAFB, Larry Hagen – Turtle River State Park, Mike Hutton – CF Industries, Paul Durbin – Xcel Energy, Heather Everson – Options Inc, Leah Rae Amundson – GF Public Works Dept and Donna Flaten GFEM.

## I. Call to order

Chairman Chad Cutshaw called the meeting to order.

## II. Approval of the Minutes from November 2, 2017

Gina Wieler – Altru Health Systems made a motion to approve the minutes. Rick Litzinger - Altru Health Systems second the motion. Motion carried.

## III. Introductions (Guests and new members)

Heather Everson was introduced as one of our new Members at Large of the Emergency Management Board. Introductions were made by LEPC members.

## IV. New Business

a) Influenza Resources – Regional Emergency Preparedness and Response Coordinator Shannon Ng gave an update on the resources and education efforts that have been put in place to deal with the Influenza outbreak. Resources include promoting the Altru Hotline for the general public to ask questions regarding influenza and influenza symptoms. Information included determining the difference between cold and flu symptoms, preventing the spread of influenza and the stomach flu vs influenza. Rick Litzinger – Altru Health Systems gave an update on how Altru is dealing with the uptick in influenza cases. Virtual Command Center at Altru is up and running. Altru is working with the North Dakota Department of Health and GF Public Health in setting up non-patient care areas close to the Emergency Room to treat patients. The proactive measures that have been put in place to take the pressure off the Emergency Room has been successful. It is important to speak with one voice and make sure everyone is on the same page. Continuity plans should be put in place in cases where influenza affects employees at more than one level in the workplace.

b) Blue Alerts – A Blue Alert was issued by the ND Department of Emergency Services on Thursday, January 18 to help find a 22-year-old who authorities said tried to drive over a Bismarck police officer. A discussion ensued about the Blue Alert System which is used to rapidly disseminate information to law enforcement agencies, the media and the public to aid in the apprehension of violent criminals who kill, seriously injure, or pose an imminent threat to law enforcement.

### c) EM Board Appointments

The Emergency Management Board will be expanding their Board from three members to five. Interviews took place and three new Members at Large were selected through this process. The Emergency Management Office is governed by a Joint Powers Agreement with the City of Grand Forks and Grand Forks County. The JPA will be amended to include the election of the new board members and will be brought forward to the City Council and the County Commission.

#### d) THIRA and EOP Updates

The Emergency Management Office has been tasked with Step 3 and Step 4 of the Threat and Hazard Identification and Risk Assessment. Step 1 and Step 2 identified threats and hazards in Grand Forks County through our First Responders, City and County departments, and Altru Health Systems. Plans to hold a THIRA Workshop with the LEPC to allow the group to revisit the threats and hazards in our community is in the works.

One responsibility of the LEPC is to update the Local Emergency Operations Plan (LEOP.) The LEOP is updated yearly but has not been changed to reflect and identify new threats and hazards within the County. The THIRA and the LEOP will both identify the hazards and determine gaps to prevent, mitigate and recover from a disaster. Discussion ensued about state and local governments taking control of resiliency and recovery in a disaster with limited federal support.

#### e) Committee Project Updates

1. Planning Chair – Donna Flaten, GFEM. Meeting scheduled on January 18 was cancelled but work on the Hazardous Materials Plan will continue.
2. Training and Exercise Chair – Rick Litzinger, Altru Health Systems

A Training and Exercise Committee met prior to the LEPC meeting today. A meeting will take place on Feb 14 to put training and exercises on the LEPC website calendar. A Training and Exercise Planning Workshop (TEPW) will be held to identify training and exercises in the city and county and based on the After Action Reports (AAR) will identify gaps, identify strengths and prioritize needs and potential areas of improvement in response to an incident, exercise or event. Rick stated he wants to get the school system involved in training and exercises and will reach out to Chris Arnold, Director of Buildings and Grounds for Grand Forks Public Schools.

3. Public Outreach – Shawn Leach, GFAFB IG

Shawn was unable to attend but wanted to let the group know that he is hoping to hold a Public Outreach meeting on Thursday, Feb 15. Time and location will be determined. He is also looking to gain members for the Public Outreach Committee. The Outreach Committee is currently working on developing an App for the “Are You Ready” brochures. If interested in becoming a member of the Public Outreach Committee please contact Shawn Leach [shawn.leach.1@us.af.mil](mailto:shawn.leach.1@us.af.mil).

#### V. Open Discussion

CVI authorization when working with the THIRA. CVI (Chemical Vulnerability Information) is used to protect information developed under the Chemical Facility Anti-Terrorism regulation that relates to vulnerabilities to terrorist attacks at chemical facilities. The THIRA put out by the ND State Department of Emergency Services does not require CVI certification and encourages community involvement.

GFFD response to a fire at Grand Sky was discussed. Vulnerabilities still exist and all parties are working through response efforts.

Dealing with influenza in the workplace is still a concern and deals with all levels of employees. Shortages on IV fluid and IV bags is a national concern during the height of the flu season.

#### VI. Adjournment

Lisa Botnen – City of Grand Forks made a motion to adjourn the meeting. Mike Hutton – CF Industries second. All in favor. Meeting adjourned at 4:00 pm.