

# Grand Forks County LEPC Meeting Minutes

November 8, 2018

3:00 — 4:00 PM

The Local Emergency Planning Committee held a meeting on Thursday, November 8 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, David Jones - State’s Attorney, Jen Berger – UNDEM, Rick Litzinger – Altru, Gina Wieler – Altru, Lisa Botnen – GF City Water, Leah Rae Amundson – GFPW, Jon Simundson – GFSO, Joe Lies – NDDES, Larry Hagen – NDP&R Turtle River, Chris Deitz – GFAF, Mark Pieplow, GFAFBF, Stephen Hickman – GFAFB EM, Shawn Leach – GFAFB IG, Becky Ault – PSAP, Mike Hutton – CF Industries and Donna Anderson - GFEM.

## I. Call to order

Chairman Chad Cutshaw called the meeting to order.

## II. Approval of the Minutes from May 3, 2018

Shawn Leach – GFAFB IG made a motion to approve the minutes. Lisa Botnen – GF City Water second the motion. Motion carried.

## III. New Business

### a) Election of Officers

Chairman Chad Cutshaw – GFFD stated that the position for Chair of the LEPC is open. Chad called for motions to appoint LEPC members to the Chair position. Becky Ault – PSAP nominated Gina Wieler – Altru, currently Vice Chair of the LEPC, to move into the Chair position of the LEPC. David Jones - State’s Attorney second the motion. All in favor. Motion carried.

Chairman Chad Cutshaw stated that the position for Vice Chair is now open for the remainder of the term. Chad called for motions to appoint LEPC members to the LEPC Vice Chair position. Becky Ault – PSAP made a motion to nominate Jen Berger to the position of Vice Chair. Rick Litzinger – Altru second the motion. All in favor. Motion passed.

### b) Training Events

CERT – Kari spoke on the enthusiasm of our new CERT members. The first weekend class was held October 19 – 21. Participants were excited about the class and what they learned and are looking forward to more training and more involvement in CERT. Thursday evening classes started Oct 4 and will continue until December 6. The second weekend CERT class is scheduled for Nov 16 – 18. There are 19 people registered for the class. Emily Allen from the Grand Forks Herald will be interviewing participants tonight at the CERT meeting.

### c) Committee Project Updates

Training and Exercise: Rick Litzinger, Chair of the Training and Exercise Committee for the LEPC stated that training events are on the LEPC calendar on the city/county website. A Training and Exercise meeting will be scheduled in Feb. If you have any training or exercises that will take place in 2019 to let Rick or Kari know so we can get it on the website.

Public Outreach: Shawn Leach – Chair of the Public Outreach Committee handed out updated outreach brochures developed for the LEPC. He requested input from the group so he can move forward with printing. EM Intern, Maddie Two Crows, also developed an ADA version of the brochure. Shawn stated that he is still looking to have an app developed on the brochure. He is working with UND and different agencies for input on developing the app.

Planning: Kari would like to combine individual plans that are now a part of the LEOP as separate annexes as one plan that incorporates Access and Functional needs populations, Multi-Hazard Mitigation Planning, Mass Care and Evacuation Plans and the Hazardous Materials Planning.

d) Tier II and Other Hazmat Reports

Hazmat incident in Hillsboro, Viking Gas and asphalt incident in September was discussed.

IV. Open Discussion

Kari stated the process for Threat and Hazard Identification and Risk Assessment (THIRA) is now a newly developed tool. We are retooling our own county risk assessment so we can identify true risks to the county.

Mike Hutton – CF Industries. On October 4, CF Industries celebrated 10,000 days without a safety incident as of July 1, 2018.

Becky Ault – PSAP. First Net meeting schedule for Wednesday, November 28 at 6:30 pm at the Public Safety Training Center, 1220 S 52 St in Grand Forks. There will be an overview of what First Net is and the towers that will be used. AT&T sign up, costs, and to dispel any misinformation on the First Net System and to answer any questions.

Jen Berger – UNDEM. UND has a couple training opportunities including AWR 213 Critical Infrastructure Security and Resilience Awareness on November 27, MGT315 Critical Asset Risk Management on November 28 & 29 and AWR219 Protection through Observation Techniques on January 17 & 30 and Feb 20 & 21.

V. Adjournment

Jen Berger – UNDEM made a motion to adjourn the meeting. Rick Litzinger – Altru second. All in favor. Meeting adjourned at 3:50 pm.