

Grand Forks County LEPC

Meeting Minutes

August 1, 2019

I. Call to order

Gina Wieler called the regular meeting of the Grand Forks County LEPC to order at 1502 hours 8/1/19 at GFPD classroom.

II. Roll call

Gina Wieler conducted a roll call. The following persons were present: Mark Pieplow; Shawn Leach; Joe Lies, Chad Cutshaw; Donna Anderson; Marcus Lee; Eric Halstenson; Haley Wamstad; Paul Durban; Jenn Carroll; Rick Litzinger; Gannon Engkvist; Allie McAthie, Jen Berger; Rick Litzinger, Kirk Douglas, Lisa Botnen, Shannon Lahaise, Kari Goelz and Gina Wieler.

III. Approval of minutes from last meeting

Gina Wieler requested approval of the minutes from May 2, 2019. Motion for approval for meeting minutes was called by Paul Durbin. Seconded by Rick Litzinger. All in favor. Motion passed.

IV. New Business

a) Full Scale Active Shooter Exercise

The Grand Forks Emergency Management Office, Police and Fire Departments, Altru EMS and Grand Forks School District will be conducting a full scale active shooter exercise on Wed, August 7th at Grand Forks Central High School 115 N 4th St. Kickoff for the exercise is scheduled at 1:00 pm. The exercise will simulate a mass casualty event and is designed to appear as realistic as possible in order to test the abilities of first responders.

b.) Hazardous Materials Emergency Preparedness (HMEP) Grant Program.

The purpose of the HMEP Grant Program is to provide financial and technical assistance to local responders to safely and efficiently handle hazardous materials accidents and incidents. The HMEP Grant Program distributes funds to Local Emergency Planning Committees (LEPCs) for Hazmat planning to include determining transportation flow of hazardous materials, conduct hazard analysis emergency response drills and to exercise hazmat emergency response plans to assess local response capabilities. The HMEP Grant Program includes a 20% Cost Share of the total project with cash or in-kind match.

b) Annual Meeting November 7, 2019

1. Election of Officers

New offices become effective February of the following year. The LEPC Chair is elected for one (1) year term serving an odd number of years. The LEPC Vice Chair will serve a two (2) year term serving an even number of years.

Donna Anderson made a motion to change the LEPC Chair position from a one (1) year term (as stated in the February 4, 2016 minutes) to a two (2) year term with no term limits. Shawn Leach approved the motion. Eric Halstenson second. All in favor. Motion passed.

2. Term limits for Core Committee Members was discussed. Term limits have not been established for the Core Committee Members to date.

Secretary – Donna Anderson made a motion that the position of Secretary remain an appointed permanent position held by the Director of Emergency Management or Designee. Shawn Leach second the motion. Shannon Lahaise second. All in favor. Motion passed.

Members at Large Public and Private – motion for the position of Members at Large to be a two (2) year term with elections to be held in the even number of years with no term limits. All in Favor. Motion Passed.

Planning Committee Chair, Training & Exercise Committee Chair and Public Outreach Committee Chair - motion for the positions of Committee Chairs be two (2) year terms with elections to be held in the even number of years with no term limits. All in favor. Motion passed

V. Tier II Reconciliation

Tier II reconciliation with SERC (State Emergency Response Committee) is complete.

VI. Facility updates

The Training & Exercise Committee meeting will be held on Nov 7 at the Altru Professional Center at 3:00 pm.

Mark Aubol retired his position as Street Superintendent for Grand Forks City Public Works. Blake Beckstead has assumed the position as Street Superintendent.

VII. Adjournment

Shawn Leach made a motion to adjourn the meeting. Eric Halstenson second. All in favor. Motion passed. Gina Wieler adjourned the meeting at 1604.