

Grand Forks County LEPC Meeting Minutes

August 14, 2025

- I. Call to Order

Chairman Rick Litzinger, Altru Health Systems called the meeting of the Grand Forks County LEPC to order at 3:02 pm. The meeting was held at Altru Health Systems, Room 202.
- II. Approval of Minutes

Rick Litzinger, Chairman of the LEPC requested a motion to approve the minutes from May 1, 2025. Jen Berger, UND EM made a motion to approve the minutes. Motion seconded by Mike Hutton, CF Industries. All in favor. Minutes approved.
- III. New Business
 - a. Training Opportunity - UND

UND will host a TEEEX PIO on February 25-26, 2026 emphasizing its focus on public information skills through practical activities. This training was identified as a key opportunity following the Simplot Tabletop Exercise held on November 12, 2024. TEEEX Enterprise Risk Management: A Collaborative Community Mitigation Effort (MGT307) will be held at the Tech Accelerator Building. Jen will provide more information and a sign-up link.
 - b. GFK Airport Triennial Full-Scale Exercise Planning Meeting

The Triennial Full-Scale Exercise will be held on Wednesday, September 3, 2025 from 9:00 – 12:00.

The Full- Scale Exercise will include an emergency response exercise at Grand Forks Airport and simulate a runway incursion incident between a Boeing 727 and a Piper Archer. Organizers are seeking 100 volunteers for the exercise, 75 victims and 25 simulating family members and incoming passengers in the terminal.

Logistical arrangements for the Tabletop Exercise were outlined, including transportation coordination by GFK Airport and Altru Health Systems. Sign in and moulage for victims will begin at 0630. A family assistance program was discussed, focusing on communication with airlines and managing non-related individuals at the terminal. Evaluators were discussed and named to assess the exercise's effectiveness.

The Incident Radio Communication Plan (ICS 205) was discussed for the upcoming exercise, including a media release and coordination with nearby entities. Casen is the designated exercise director and is responsible for overseeing planning elements and serving as the primary contact if any changes or input for your entity needs to be made. A final briefing is scheduled for August 28 at 0900 with a virtual option available.
 - c. Storm Damages and Response

Updates on the severe storm early morning August 1 in the city of Grand Forks and the surrounding area. Concerns regarding tornado response and alert systems were discussed, particularly the effectiveness of sirens and the need for alternative communication methods. Severe weather storm shelters and the issues involved in making storm shelters available were discussed. The group agreed and acknowledged the complexities involved and the need to be recognized in managing public safety during severe weather events.
 - d. Winter Storm Planning Group

Will meet again this fall to understand the decision-making processes involved during storm events, and how those decisions are communicated not only internally, but to the public. Topics include restricted travel, road closures, pulling plows, school closures and public transportation.
 - vii. Agency Updates

Agencies discussed updates and what was occurring in each facility regarding training, exercise, preparedness and response.

LEPC Appreciation meeting will be held on Wednesday, November 5 at 3:00 on the 6th Fl of the COB.
- IV. Adjournment

Mike Hutton, CF Industries, made a motion to adjourn the meeting. Seconded by Joey Castiglione, GFK Airport Fire. All in favor, meeting adjourned at 16:04.