

*Kane County
Local Emergency Planning Committee
Meeting Minutes
November 17, 2009*

CALL TO ORDER

The meeting was called to at 1313 hours in the new Kane County OEM EOC.

ATTENDANCE

Members present – from sign-in:

Bob Balsamo – South Elgin EMA, Don Bryant – KCOEM,
Deborah Dortmund – KCOEM and LEPC Recording Secretary and Treasurer,
John Fahy – Elgin Fire Dept. & Kane County Board member, Ed Jancanskas – Batavia Fire Dept.,
Amy Leonard – Delnor Community Hospital, Jon Mensching – Carpentersville Fire and LEPC
Chairman, Dan Nelson – Aurora EMA and LEPC Vice-chairman, Vince Rychtanek – Elgin Fire Dept,
David Sweigert – Producers Chemical, Jack Taxis – Rush-Copley Medical Center,
Bob Usab – Hexion Speciality Chemicals, Scott Vance – Provena Mercy Medical Center
and Marty Wolding – Aurora Fire Department.

WELCOME: Everyone was welcomed and asked the group to stand and join in the Pledge of Allegiance.

INTRODUCTION: Jon asked that everyone introduce themselves around the room. The new LEPC Contractor - Chris Weihe introduced himself. Don Bryant stated that notices were sent out to the Fire departments for the position. Chris works part-time for Bartlett Fire Department. Chris stated he also owns and operates his own company. Once he gets settled in his position – he will be sending information out to the members. Jon stated that it this has been a long time in the works. It has been over a year since we began this project to hire a contractor.

Jon mentioned that the committee is always changing. There are still some members that are here from the early years and others have received the torch from their predecessors.

CORRESPONDENCE: Nothing

APPROVAL OF MEETING MINUTES AND NOTES:

Jon asked if everyone has received the e-mailed meeting minutes. As there were no additions, corrections or omissions, John Fahy moved to approve the previous meeting minutes. The motion was seconded by Dave Sweigert. Motion passed by voice vote.

LEPC CHAIRMAN'S REPORT:

Jon mentioned that at the IEMA conference he met with Kathy Allen from the SERC regarding our HMEP grant funds. Since we have directly approached her, and she understands our issue, she did not think that we would be adversely affected for the FY 2010 HMEP grant. Kathy told Jon that when she took over the SERC responsibility, she was not given a lot of direction by IEMA.

Jon also spoke to her about the delay in the funds and the notification of approval for the grant. Currently the grant application has to go to the regional coordinators and they wait until they have them all before they forward them on to the SERC. They are due the day before the new grant period begins. It causes issues with the programs we plan as we will not know if we are approved for funds until after the first quarter of the new grant period. They discussed that perhaps the cut-off be moved up so the applications would get to her before the new grant year begins.

HAZARDOUS MATERIALS REPORT:

Deborah stated that some older spill reports were received in a large batch recently. She printed out the whole years reports that have been received. Members at the meeting received them on the flip side of the 2010 meeting dates.

SUBCOMMITTEE REPORTS:

Education:

No Report / No committee

Jon stated that we have some holes to fill here. After Alan left, there was no one to really fill the gap.

Financial: Deborah reported that she did spend funds before the end of the year for office supplies. We also put in for the hotel, air fare and conference registration fees for the Randy Deicke from Batavia Fire who is currently attending the US EPA Conference. They did not cover meals but we are hoping since we did not spend our total allocated amount for 2009 – the fees will be covered under the 4th quarter submission for FY 2009. Since we ‘reached out’ and talked to Kathy regarding the HMEP grant, we are hoping the remaining costs will be accepted in the grant.

On a side note, Frank Beierlotzer from DeKalb County’s LEPC is also attending the conference. At the next meeting they should both have interesting items to present to the membership.

Membership subcommittee:

Membership subcommittee: Vince & Dave Chair: Open

Vince stated that he would send out some letters to recruit some new members. Jon stated we had a lead on a new member for the Law Enforcement position. It has been suggested that we send a letter to Sheriff Perez and request a person from his training and planning section; perhaps Lt. Randall would be interested in attending.

Vince mentioned that he wanted to contact the Coast Guard Auxiliary - Kane County Flotilla, and see about getting someone from there to participate. Jon and Deb mention that Sean Madison is a member of the US Coast Guard auxiliary. Jon suggested that we get a letter inviting the flotilla to send someone to participate in the LEPC.

Vince also plans to contact the *Izaak Walton League* in Elgin to see if they might be interested in participating.

Planning:

Planning Committee: Co-Chairs: Sean and Marty.

Marty stated there was no report. The plan is available on the web site. Chris Weihe – the contractor – is joining the planning committee. The review is due by the August 2010 submission for the County ERP (Emergency Response Plan). We need to review our plan in May so changes can be made and have it ready for committee approval in August. With the contractor in plan, we can have the new studies added to the plan update.

OLD BUSINESS:**Spill hand-out cards:**

Deborah had some copies printed on a light purple/ lavender paper. She stated that with the neon blue paper that we agreed on last meeting – looking at this sample; it may be difficult to read the print. Should we go with a lighter color, like a teal, or re-think the color? There was talk of neon green or neon pink. In talking with the county print shop, she was told she would need to take the cards to Kinko's to have them laminated and decide on the thickness. We would get a quote on what the costs would be.

Jon stated that we think this program is an Outreach program from the ACHMM group. They have a program where they can make funds available to promote proactive management and awareness of hazardous materials within the community. Deborah stated that just about every year we say we are going to get something together for this program but it does not seem to get pulled together so she began working on the cards so we could have them ready for the program.

Jon suggested that everyone take the sample back to the field people and see what they think about it. The idea is a half sheet of paper, laminated, in a neon color with the spill information. We are trying to come up with the minimum guidelines and an easy way for people to remember to call in the spill. Jon stated when they come upon a spill; they carry the spiller list in their rigs and give out that information. They can easily hand out the cards too. Any reputable contractor needs to have the spiller ID number in order to complete their paperwork and haul the spilled material away. That number is issued when the report is made. This program should hopefully help us get the spill reports into the State. Once we get the report from the State, we turn it around to the local contact and they can follow up that the clean up was made.

John Fahy suggested that we get the cards translated into Spanish. Amy stated that the website *Freertranslations.com* could do a general translation of the wording, and then we would need to have it proofed by someone. OEM may have a member that speaks Spanish or the Health department has a translator that may be able to proof the document. Jon stated he may have someone on the fire department that may also be able to translate the card also.

NEW BUSINESS:

Nothing noted:

FOR THE GOOD OF THE ORDER:

There was discussion again on the project that Dan Nelson mentioned at the last meeting. The City of Aurora is working with an Illinois Math and Science Academy student. The student is working on hazard vulnerability project for the city, the citizens and businesses. Perhaps it is something we could approach them to do in the next school year. We would need to have the project described and ready if we wanted to see if a student was interested in working on it. Dan stated in essence we supply the project information and the student can pick the project if they are interested. Jon asked that a write –up for that proposal be done.

2010 Proposed Meeting Dates: A hand out was available with the proposed dates for the next year. No conflicts were recognized. Jon asked if 1:00 pm was still a good time for everyone. No one stated they had any conflicts. The 2010 meeting dates will be posted to the web site.

2010 Winnebago Conference: The registration forms are not available yet, but the conference dates are May 5, 6 & 7 2010. Please mark your calendar. Once Deb gets the registration paperwork, she will forward it on to everyone. I have money earmarked in the grant for two or three people to attend. Hopefully we should hear back from the State on the status of the grant before the next meeting.

NEXT MEETING DATE:

The next meeting is **Tuesday February 16** at 1:00 PM at the Kane County EOC.

MEETING ADJOURNMENT

Bob Balsamo moved to adjourn the meeting.
John Fahy seconded. The motion passed via voice vote.
The meeting adjourned at 1350 hours.

Respectfully Submitted,

Deborah Dortmund
KCOEM Administrative Assistant

Note – Attachments are not published to the website.

Summary of Attachment

None

Summary of Motions

1. Acceptance of previous meeting minutes.
2. Adjournment