



Shiawassee County  
Local Emergency Planning Committee  
April 16th 9:00 am to 11:00 am  
James P. Capitan Center

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Officers/Appointed Positions:

Chair Clark Bowman  
Vice-chair  
Secretary Jodi DeFrenn  
Public Information Officer  
Community EM Coordinator TJ Clark

Guests:

Rich Warner\*  
Kyle Bawks\*  
Doug Rowden\* – for Kevin Davis

Voting Members:

Clark Bowman\* Jodi DeFrenn\* Russ Wahl\*  
George Braidwood\* Casey Elliott\*  
Bill Baker\* Kevin Davis  
TJ Clark\*

\*depicts attendance

Minutes

I. Call to Order

The meeting was called to order by Chairman Bowman at 9:02 a.m.

Motion made by TJ Clark to accept agenda as written, supported by Casey Elliott. Motion carried.

II. Introductions & Minute Approval

Motion made by TJ Clark supported by Bill Baker to approve January minutes as written. Motion carried.

III. 302 Site Plan Update

A minimum of two new site plans for this year to be completed along with annual reviews.

Discussion occurred on utilization of plot maps and Google Earth.

IV. LEPC Marketing

- Flyers and magnets handed out at the Shiawassee Home Garden Business Expo
- Will continue to distribute at various meetings and/or functions
- PEAS phone number needs to be changed on flyers
- The Shiawassee Conservation District willing to hand out flyers

V. Special Response Team (SRT) Update

No run to report.

Update on spill on I-69, Department of Environmental Quality reports around 170 gallons of diesel fuel was released, DEQ is still trying to track down the trucking company.

Regional exercise took place in February at the Michigan Laborers' Training & Apprenticeship

Institute located in Perry, with representation from nine counties. Exercise focused on responding to an incident involving a hazardous chemical release during trench rescue operations.

Discussion took place on continuing to train and exercise together as a Region.

Regional contract requires jurisdictions to maintain 15 trained bodies, training must consist of both Technical Rescue and Hazmat, all 15 must have at a minimum training at the operational level.

Regional training funds allocated for Special Response teams are for Technical Rescue unless a situation causes a jurisdiction to drop below 15 trained bodies, region will pay to train to the basic operational level, anything above 15 the county is responsible for.

Discussion took place on annual dues.

## VI. Treasurer's Report

FY14 EM Special Revenue Budget distributed, discussion occurred on breakdown.

Motion made by Bill Baker to accept report as provided, supported by Casey Elliott. Motion carried.

Discussion occurred on general fund absorption.

State of Michigan LEPC Standard Operating Handbook distrusted

- Review for specific details

## VII. Other Business

Motion made by TJ Clark to amend the Shiawassee County Local Emergency Planning Committee By-Laws to be in compliance with the Open Meetings Act Section 15.263; section 3, item 2, supported by Russ Wahl. Motion carried.

Motion made by TJ Clark to nominate Russ Wahl as Vice-chair and that nomination be closed and an anonymous ballot be passed. Supported by George Braidwood. Motion passed unanimously.

## VIII. Future Meeting Date

- July 16, 2014

## IX. Public Comment

None.

## X. Adjournment

Meeting was adjourned at 10:23 a.m.

Recorded by:   **J.D.**   Date:   **4-16-14**  

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_  
                    Chair

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