



**Shiawassee County
Local Emergency Planning Committee
April 17th 9:00 am to 11:00 am
James P. Capitan Center**

Officers/Appointed Positions:

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

Guests:

Mike Thornburg (For Kevin Clark)
Bill Baker

Voting Members:

Margaret McAvoy*
George Braidwood
Kevin Clark
Mike Thornburg
*depicts attendance

Jodi DeFrenn*
Casey Elliott*
Kevin Davis*
TJ Clark*

Russ Wahl*
Clark Bowman*

Minutes

I. Call to Order

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

Motion made by Margaret McAvoy to accept agenda as written, supported by TJ Clark. Motion carried.

II. Introductions & Minute Approval

Motion made by TJ Clark supported by Margaret McAvoy to approve January minutes as written. Motion carried.

III. 302 Site Plan Update

No activity to report. Discussion occurred on upcoming requirements of all sites having an email address.

IV. LEPC Marketing

Discussion occurred on creating a tri-fold brochure/document (example shown) focusing on Firefighter's Right to Know and distributing to appropriate venues that will better serve the intent.

Motion made by Margret McAvoy to authorize expenditure of up to \$2,500 from LEPC budget for purpose of marketing, specifically campaign entitled Firefighter Right to Know, supported by Russ Wahl. Motion Carried.

V. Special Response Team (SRT) Update-Kevin Clark

One run to report in April, responded to leaking fuel oil from a buried tank on N. Ball Street

VI. Treasurer's Report

LEPC currently has \$20,432.43.

VII. Amendments to the LEPC By-Laws

Motion made by Margaret McAvoy supported by TJ Clark to amend the Shiawassee County Local Emergency Planning Committee By-Laws as presented effective todays date (4-17-2013). Motion Carried.

VIII. Other Business

Motion made by TJ Clark to forward the Fire Chief's Association appointment of Bill Baker to the Board of Commissioners, support by Casey Elliott. Motion Carried.

IX. Future Meeting Date

- July 17, 2013

X. Public Comment

None

XI. Adjournment

Meeting was adjourned at 10:03 a.m.

Recorded by: J.D. Date: 4-17-13

Signed by: _____ Date: _____
 Chair