



**Shiawassee County  
Local Emergency Planning Committee  
October 24th 9:00 am to 11:00 am  
James P. Capitan Center**

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**Officers/Appointed Positions:**

Chair  
Vice-chair  
Secretary  
Public Information Officer  
Community EM Coordinator

Clark Bowman  
Margaret McAvoy  
Jodi DeFrenn  
Kevin Clark  
TJ Clark

**Guests:**

**Voting Members:**

Ron Elder\*  
Margaret McAvoy  
George Braidwood  
Kevin Clark\*  
\*depicts attendance

Mike Thornburg\*  
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 9:00 a.m.  
Motion made by Kevin Clark to accept agenda as written supported by Ron Elder. Motion carried.

**II. Introductions & Minute Approval**

Motion made by Kevin Clark supported by TJ Clark to approve July minutes as written. Motion carried.

**III. 302 Site Plan Update**

To date three new site plans and 37 reviews have been performed.

**IV. LEPC Subcommittee Project Update**

Discussion occurred on how capabilities of the Code Red System may facilitate LEPC functions under the realm of emergency preparedness, specifically the systems callout features that could assist in notification during a hazardous material spill event.

Discussion occurred on the need to look at how LEPC can market 302 site reviews better with a Code Red marketing component.

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

No runs to report.

Regionalization update: Process continues, will be activating Regional Team for Tech Rescue Operations Exercise in Jackson on Saturday. Discussion occurred on how outcomes of this exercise ties directly into Regional Homeland Security funding and how SRT benefits from this.

**VI. Treasurer's Report**

SRT currently has \$19,620.01, balance does not include checks received in last 30 days from municipalities that pay their supporting fee of \$400.00, discussion occurred on cost recovery from the Coast Guard.

LEPC currently has \$16,326.74. Discussion on the need to look at how to spend money in the account to advance our current capabilities in our county for a response.

**VII. Other Business**

Motion made by TJ Clark supported by Kevin Clark to add agenda items to Januarys meeting for consideration on allocating an annual amount of LEPC funding to a training line item and an agenda item discussing consideration of having additional LEPC meetings. Motion Carried.

County has placed a request for an Air Frame Firefighting training, training date has not been set yet still waiting for project justification approval from Homeland Security. Once date is set money has been committed leaving the county to pay if not approved at the Federal level.

**VIII. Future Meeting Date**

January 16<sup>th</sup> 9:00 a.m. James P. Capitan Center, EOC

**IX. Public Comment**

None

**X. Adjournment**

Motion made by TJ Clark, supported by Mike Thornburg to adjourn. Motion carried. Meeting was adjourned at 9:49 a.m.

Recorded by: J.D. Date: 10-24-12

Signed by: *Clark Beanna* Date: 1/16/13  
Chair