



**Shiawassee County  
Local Emergency Planning Committee  
October 19, 2011 9:00 am to 11:00 am  
James P. Capitan Center**

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**Officers/Appointed Positions:**

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

**Guests:**

Barb Holland - Memorial Healthcare\*  
Kevin Davis - Memorial Healthcare\*  
Barb Paine for George Braidwood\*

**Voting Members:**

Larry Alpert\*  
Clark Bowman\*  
Michael Bradley\*  
George Braidwood  
Kathy Canfield  
Kevin Clark\*

Ron Elder\*  
John Hagel\*  
Jodi DeFrenn\*  
Casey Elliott\*  
Todd Follen  
Margaret McAvoy\*

John Michalec  
Patrick Nellenbach  
TJ Clark\*  
Chris Thelen  
Russ Wahl\*

\*depicts attendance

**Minutes**

**I. Call to Order**

Meeting called to order by Chairman Bowman at 9:01 a.m. Motion made by Kevin Clark supported by Ron Elder to accept agenda as written. Motion carried.

**II. Introductions & Minute Approval**

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

**III. 302 Site Plan Update**

TJ is going over what was put together before TJ took office. Four new sites have been submitted to State.

**IV. LEPC Placemat Project**

Over 19,000 of the 20,000 placemats have been distributed. Discussion if placemat project was successful and where to place remaining placemats. Consensus agreement to form public education/marketing subcommittee to further discuss future projects. Subcommittee chaired by TJ Clark, volunteer committee members: Ron Elder, Clark Bowman, Michael Bradley, and Barb Holland.

**V. Special Response Team Update-Kevin Clark**

No Report

**VI. Treasurer's Report**

LEPC currently has \$12,064.60. Motion made by Larry Alpert and supported by Kevin Clark to accept treasurer's report. Motion carried.

**VII. Other Business**

Overall satisfaction with Summit Emergency Management Conference.

Jodi gave an update on the Strategic National Stockpile, currently working on developing closed points of dispensing to reach our special needs population.

Margaret discussed current review of LEPC bylaws and possible updates to come.

Reviewing organization of LEPC committee.

**VIII. 2012 Tentative Meeting Dates**

Motion made by Margaret McAvoy supported by TJ Clark to accept listed meeting dates for 2012: January 18th, April 18th, July 18th, and October 17th. Motion carried.

**IX. Public Comment**

Kevin Davis Memorial Hospital: discussion of upcoming decon training.

**X. Adjournment**

Motion made by Clark Bowman to adjourn supported by Larry Alpert, meeting adjourned at 9:46 a.m.

Recorded by: Jodi DeFrenn Date: October 19, 2011

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

DRAFT