

Minutes

Polk County LEPC

October 22, 2013

2PM

Polk County Emergency Management

Des Moines, Iowa

Members in attendance: Gary Rohmiller, Helena Industries; Cheryl Meier, General Mills; Mary Jo Press, Kemin Industries; Troy Hugen, HII; CMS Gary Lane & Cameron Stufflebeam 132nd FW-IA/ANG; Capt. Bob Cox, DMFD; David Richards, Barton Solvents; Chuck Gilstrap, AE Dairy; Trent Wolken, PCPW; Dist. Chief Tom Patava, DMFD; Peggy Reelitz and Jon Davis, Polk County EMA.

1. Meeting was called to order by Gary Rohmiller at 1404

2. Agenda approved by consent

3. Cox moved to approve minutes (April 2013)

Lane 2nd

Unanimously carried

4. Railroad training was poorly attended. Information was useful however, it was more of a Railroad 101 course than how the railroad works with communities in the event of a hazardous material spill. There is a course offered by BNSF that might be a better fit for the LEPC.

Peggy, Cheryl and Bob Goldhammer attended the LEPC conference in Kansas. There were a lot of useful information shared. Polk County LEPC won the Large LEPC award. Next conference will be in 2015, location to be determined.

5. Peggy announced that she will be retiring March 28, 2014.

5.a. Over the course of time momentum has struggled – who's going to be the chair? No one willing to step up. It has been people from the same industry. Does there need to be a restructure of the organization?

5.b. Should the By Laws be revised to reflect co-chairs 1 public, 1 private? Should the Chair commitment be 2 years instead of 1? There was discussion about how to move the LEPC forward with the leadership. Troy suggested that there be co chairs - 1 being the office specialist from Polk County EMA and 1 appointed from the private sector. Mary Jo voiced that it would take power away from the chair if the position was divided. She also stated that she believes co chairs can cause as many problems as solutions.

Define duties/roles/responsibilities of each person. Each co chair will have specified duties for each and if the private co chair is unable to attend meeting then the public co chair will fill in but will not address the portion of the meeting covered by the private co chair.

Should there be conference calls between quarterly meetings? Should the number of meetings per year be revised? Currently the LEPC meets quarterly (January, April, July, October) and it is still poorly attended. Should meetings be reduced to 2 a year?

Troy moved to have recommendations provided to Gary Rohmiller by end of year for email vote on Section 4 & 7 to be modified.

Cheryl 2nd

Unanimous

5.c. Jon Davis, Deputy Director for PC EMA spoke to the LEPC on ESFs (Emergency Support Functions). Polk County's Comprehensive Emergency Plan is capability based and the ESFs streamline writing it. Troy injected that he believes all facilities should adopt the ESF structure so that if there is a spill, burn, explosion at their facility they will be mirroring Polk County's plan and response will run smoother. It was also brought up that the LEPC needs to focus more on exercises. The LEPC either needs to become active in exercises throughout the county or plan their own. When something happens is not the time to exercise.

Dave Richards moved to adjourn

Gary Lane 2nd

Unanimous

1515

Submitted by,

Peggy Reelitz