



MEMORANDUM

DATE: December 3, 2009
TO: LINN COUNTY LOCAL EMERGENCY PLANNING COMMITTEE
FROM: Thomas Ulrich, LC EMA Operations Officer/LEPC Chair
SUBJECT: REGULAR BI-MONTHLY MEETING

The regular bi-monthly meeting of the Linn County Local Emergency Planning Committee will be held at **8:30 A.M., Thursday, December 3, 2009**, Linn County Emergency Management EOC, Community Training and Response Center, 6301 Kirkwood Blvd. S.W., Cedar Rapids, IA 52404.

MINUTES

Called to order at 8:30 a.m.

Representatives and Guests Present:

Ken Rados	Guest/Cedar Rapids
Otto Rajtora	Penford Products
Anne Strellner	St. Luke's Hospital
Scott Groth	Red Star Yeast
Mike Whitson	AEGON USA
Mike Goldberg	LC EMA
Greg McGivern	LC Sheriff's Office
Dawn Nelson	LC EMA
Tom Ulrich	LC EMA
Brad Ransford	LC EMA
Melissa Jensen	Kirkwood Community College
Curtis Dickson	LC Public Health
Don Vincent	LC EMA

Minutes -

October 2009 Meeting – Motion by Ken Rados and second by Anne Strellner to accept the minutes from the October 1, 2009 meeting. Motion carried.

Committee Reports -

Compliance –

Tier II Submissions/Annex P Status – Don Vincent stated he would be starting to work on the Tier II reports again next month.

Training – Tom Ulrich reported there isn't any training coming up soon and Mike Goldberg added if anyone had questions regarding NIMS training to contact him.

Communications –

Linn County LEPC Release Notifications – Nothing.

Cedar Rapids HazMat Responses – Nothing.

Linn County HazMat Responses - Tom Ulrich and Brad Ransford reported responses to a semi rollover in Benton County, a substance in Indian Creek from the carwash by Thomas Park in Marion, a diesel spill on I-380 at Boyson Road in Hiawatha and an anhydrous leak in Olin.

Equipment –

Nothing.

Old Business –

Nothing.

New Business –

New Membership – Discussed under Review of By-Laws.

Possible Discussion on H1N1 – Curtis Dickson talked about H1N1 and said there is a clinic today and there have been prior clinics. They anticipate the CDC will be releasing a vaccine to the general public in January or February 2010. They have done law enforcement, the dental community is now eligible and they are doing colleges. Curtis stated there have been 30 deaths in the state and concluded with noting they have had between 80-90 volunteers at the clinics.

Discuss Changing to Quarterly LEPC Meetings – Mike Goldberg said we would table discussion on when the LEPC meetings will be held since this is part of the By-Laws. Discussed under Review of By-Laws.

Review of By-Laws and Possible Changes – Mike Goldberg provided copies of a printout of the Iowa Administrative Code 6050 Chapter 103 Local Emergency Planning Committees (see attach). Discussion took place to include: There is a current list of members and all future members need placed on the Linn County Emergency Management Commission agenda for approval to the Linn County LEPC. There is a requirement to meet annually but we could meet quarterly. Meet November, February, May and August. Change to first meeting of calendar year for voting. Executive Board to consist of the Chair, Vice Chair, Secretary, EMA Coordinator (since EMA is the fiscal agent), CR and LC HazMat Representative for a six member board. The duty of the Executive Board would include being responsible for preparing a slate of candidates for voting in February. Membership shall be reviewed and updated on an annual basis. Remove last paragraph on page one. Include teleconference as an option for attending.

Presentations –

Safeguard Iowa – Anne Stellner will make a presentation at the next LEPC meeting. She provided a flyer on Safeguard Iowa (see attach).

Public Comments -

Mike Goldberg gave an update on the HazMat status. HazMat is now a function of EMA and there is no longer a HazMat Task Force as it is being dissolved. Otto Rajtora had a question regarding the fee structure that the City of Cedar Rapids is utilizing and some discussion took place. Don Vincent provided a copy of the Tier II fee structure from Cedar Rapids (see attach). The Ordinance was discussed but copies were not available for the meeting. The fee structure will be placed on the next meeting's agenda for further discussion. Funding options for the Linn County HazMat Team and budget was discussed.

Adjournment -

Motion by Anne Strellner and second by Ken Rados to adjourn at 10:11 a.m. Motion carried.

*****NOTE MEETING TIME CHANGE TO 8:30 A.M.*****