

President Bob Flath called the LaMoore County Local Emergency Planning Committee (LEPC) meeting to order on Thursday, February 5, 2016 at 5:08PM at the Edgeley Fire Department Training Room. Members and guests present indicated by "X".

Bob Flath	County Commissioner	X	Tracy Good	Industry	
Tony Hanson	Public Health	X	Lauren Worrel	Public Works	
Kimberly Robbins	Emergency Manager	X	Brent Mathern	Industry	
Art Hagebock	LaMoore Fire Chief	X	Sheriff Bob Fernandes	Sheriff's Dept	X
Bob Vandenberg	County EMS – Kulm Fire	X	Patty Wood Bartle	Print Media – Edgeley Mail	X
Alan Nitschke	Jud Fire Chief – Edgeley Fire	X	Frank Balak	Public Health – CV Health District	X
Larry Laney	Verona Fire		Tonya Duffy	State's Attorney	
Others attending: Bill Brown (SE Regional EM), Mike Lynk (Director State Radio), Bill Haas (Supervisor State Radio), Janet Jacobson (Supervisor State Radio)					

The secretary's report of the September 3<sup>rd</sup>, 2015 meeting had been mailed, emailed and attached to the agenda. Chairman Flath accepted the minutes. The treasurer's report showed the following.

<u>Expenses</u>			<u>Income</u>		
LaMoore Printing – brochure	\$154.50	12/16/15	First Half TIER II reports	\$1375.00	7/6/15
Litchville Bulletin – annual notice	\$14.52	11/17/15	Second Half TIER II reports	\$112.50	12/16/15
LaMoore Chronicle– annual notice	\$15.64	11/4/15		\$1,487.50	
Edgeley Mail – annual notice	\$14.31	11/4/15	<u>Balance</u>		
Full Scale Exercise (20% match)	\$830.00	9/15/15	According to income, expenses and balance forward = \$9,939.99		
	\$1,028.97				

It was noted that Kimberly did not have any expenses from the Kulm Messenger for the TIER II annual notice. Chairman Flath approved the report. He also introduced Art Hagebock as the new committee member/representative from the LaMoore Fire Department. Art is the new fire chief for LaMoore.

Old Business: THIRA – LaMoore County received our Step II report and we are waiting State of North Dakota direction for the next steps. There was no new information on Mutual Aid to present.

New Business: The LaMoore County Emergency Operation Plan began a review of grammatical errors and updates. Kimberly asked about updating the committee. The committee will remain the same as Kimberly, Tony, Bob V. and Frank. A meeting in March was planned to do a thorough review since the last time was 2013.

The three year training and exercise plan was updated. The wildfire tabletop would be conducted after this meeting. The courthouse full scale exercise will be moved to spring 2016 and the search and rescue moved to Fall of 2017. This was changed as the LaMoore County Sheriff's Department is working with the State to use State Homeland Security Grant funds to financially support the exercise. Currently, there are no funds for the search and rescue full scale exercise. The committee also extended the plan by adding a mass causality full scale exercise in spring of 2018 and Severe Summer Weather awareness testing/drill in 2018.

Kimberly reported on the Haz-Chem informational brochure that was mailed. There were 117 brochures that were mailed to business/operator/owner in LaMoore County on December 28, 2015. Kimberly reported that the State Haz-Chem reporting website to enter the TIER II reports was not working the first days of January and this may have caused some companies to delay sending in their reports. She reported fewer reports received to-date than the previous year.

Kimberly reported that she had not yet received the 2016 Emergency Response Guidebooks for distribution. Bill Brown reported that the new app was not yet available nor he hasn't seen the books printed yet.

Frank discussed the Stutsman County "Are you Prepared?" booklet that he assisted with through a grant. The last LaMoore County "Are you Prepared?" booklet was printed in fall of 2009. Kimberly reported that there were several cases extra that were thrown due to over-ordering in 2009. The committee felt that a new book should be pursued and to use the Stutsman county book as a template. Kimberly was directed to look for grant funding to print the book; otherwise, it should be made electronic and placed on the county website.

Kimberly received input from different first responder groups that felt the LEPC could purchase carbon monoxide detectors. She had done some research and presented a motion that the committee purchase thirteen 2-year warranty, carbon monoxide detectors from BW Technologies at a quoted price of \$97 per unit. Bob V. seconded the motion. It was discussed that the 13 agencies that each would receive one unit are: LaMoore County Sheriff and three deputies; Verona, LaMoore, Edgeley, Kulm, Jud and Marion fire departments; and LaMoore, Edgeley and Kulm ambulance services. If the agency/unit would like more than one, they could be purchased at the time of the committee order to save on a bulk order. Motion passed.

Kimberly also received input that picture identification badges were requested by the first responder groups for assistance at scenes/incidents for implementing incident command and scene management. It was noted a badge maker was purchased with Emergency Management Performance Grant funds and is being used to provide picture identification badges for the courthouse employees as well as used with a key card for entry to the building. Chairman Flath would address the LaMoore County Auditor's office as to using the badge maker. Kimberly made a motion to spend \$200 for cards, ink and lanyards for badges for first responders. Patty seconded the motion. It was discussed that this is important for scene control and identification of first responders. Bob V. mentioned that EMS providers should have a Department of Health issued badge with their photograph yet firemen did not have a badge identification system. It was discussed that training would be needed so first responders wear them. Motion passed.

Respective TIER II reports for each fire department for reporting year 2015 had been mailed in December by Kimberly. There were a few businesses that reported late or were new to report late in the year. Kimberly reminded everyone that there is a link to request permission for first responders to see the reports on the web.

Other Business:

Kimberly provided a brief summary of the FY2015 State Homeland Security Funds and what was requested from LaMoure County. There were 3 computers purchased, one for each ambulance service. The courthouse would receive additional lighting and updated security systems as well as the law enforcement system would receive additional physical security. The Sheriff's department also received funding for training/exercise.

Bill Brown was introduced as the new SE Regional Emergency Manager Coordinator. Dwight Stewart has retired to Florida. Bill was previously the SW Regional Emergency Manager Coordinator. Bill provided a background of his law enforcement and training experience.

Bob V. discussed how Kulm Ambulance is using the computers and the new CAD systems. He discussed several modifications that Kulm has done to the ambulance and what they are doing to improve cellular coverage due to the poor coverage in that area. He discussed the printers they purchased. No motion was made to purchase the printers at this meeting.

Kimberly brought information from the last State Radio meeting that other counties are pursuing different options than eDispatches for backup paging. Bill Haas discussed some of the different vendors that are being considered in the other counties for back up paging for first responders as these other vendors may send additional information after the page. There was much discussion on how much information should be passed from State Radio to first responders with new technology. It was stressed by Mike Lynk that new technology cannot replace first responders' pagers and radio contact with State Radio.

Bill H. brought information to the group that the new CAD system can support additional GPS data and additional units (trucks). Art discussed that this would have benefited the fire departments during the wildfires on October 11<sup>th</sup>. The benefits of the CAD seen are the mapping system and additional scene safety for first responders. The unit tracking feature and being able to see other agencies assisting with incidents are very valuable. Bill would send information to Sheriff Fernandes about the advanced GPS tracking feature. Kimberly mentioned that the funding for CAD licenses is from the County 9-1-1 funds and not the LEPC so this should be brought to a different meeting.

The next LEPC meeting was tentatively set for May 5<sup>th</sup> at 5PM at the LaMoure County courthouse.

President Bob Flath adjourned the meeting at 6:40PM.

Bill Brown presented the Wildfire After Action Review following a short break at the conclusion of the LEPC meeting.

Minutes Approved 9/1/2016