REGULAR LEPC MEETING

10/19/2017 7:00 PM

BEAVERHEAD COUNTY SEARCH AND RESCUE BUILDING

MINUTES

**Attendance**: Bernie Childers- Red Cross, Frank Kluesner- Sheriff, Tom Rice- County Commissioner, Jay Hansen- Beaverhead County, Sadie Caltrider- DES Secretary, Sue Hansen- Public Health, Lilia Guillen-Sanchez- Public Health, Bill Shafer- City Councilman, Bob Fry- MT DES, Lisa Hale- Town Pump, Betsy Armstrong- Town Pump, Sharon Sanders- Town Pump District Manager, Lindy Walker- Public Health, Carol Kennedy- Barrett Hospital.

**Opening:** Chairperson Sue Hansen opened the meeting at 7:00 PM.

**Mass Notification System:**

Tom discussed the Nixle Reverse 911 launch and test that had occurred earlier in the day. He reviewed information about the system and urged LEPC members to talk about it in the community and help people understand the importance of signing up. Sue spoke about the direction she sees this going, adding that she believes it could be really useful to Public Health for reaching out to the rural communities. Frank advised he had created a draft “policy and procedure” about how to use Nixle.

**Action on previous minutes**: Sue read the minutes for the group. There was one correction to a name spelling. Bill motioned to approve the minutes with the corrected spelling, Lilia seconded and the motion carried unanimously.

**LEPC History and Importance:** Tom discussed the history of the LEPC, and spoke to the reasons that it is important to have involvement from the community, especially representatives from local industry. Tom also went over the responsibilities of the LEPC. There was discussion about these topics and it was mentioned that the by-laws should be revisited.

**Training Calendar:** Sue went over the training calendar with tentative dates for 2018. There was also a discussion with the Town Pump employees present about what type of training could be done in conjunction with them that could be a benefit to the LEPC and to the C-store employees. After some discussion it was thought that a table top exercise, followed by a functional for a communications/power outage would be very beneficial to both groups. Sharon Sanders stated she would speak with the corporate office about setting up this training.

**Tom- Project Updates:**

**PDM:** Tom discussed the problems that have occurred with both the siren and the PDM. He stated that the PDM appears to be headed in the right direction now and has a new team from RESPEC working on it. He and Dustin Tetrault will be reviewing it soon.

**Siren:** He stated that the issues with the siren are still on-going and he feels that it is not reliable enough at this time to turn on. He is still waiting for a call back from American Signal regarding the issue they’ve had that every time they set the siren off, they’re then kicked out of the system and have to re-log in.

**Radio Grant:** The grant has been awarded for about $15,000 to set up remote monitoring of the repeater and microwave sites. It’s getting late enough in the year that weather and access are concerns so implementation of this project may have to wait for spring.

**EOC Updates:** Tom noted that at the DES training he attended in Bozeman they were told that they need to be reviewing and revising the EOC and submitting that documentation to State DES. He stated that the current EOC really has no substance and needs to be reviewed thoroughly this year. Bob Fry cautioned that it is a very large undertaking to make a more detailed EOC and he suggested leaving it more generic and using it to reference other agency SOPs such as Fire and Law Enforcement. It was decided that a committee for this update would probably be the best. Bernie Childers and Bill Shafer volunteered; Bill also volunteered Todd Hazelbaker to help. Sadie, Sue, and Tom will also be on this committee.

**Hazard Surveys:** Carol Kennedy inquired about doing hazard surveys and hazard analysis. Sue stated that it is something that needs to get done, and ideally should be done annually. These assessments help to rate projects for funding based on need and urgency.

**Sue- CHEMPAK Protocol:** Sue gave a synopsis of the CHEMPAK protocol that she has revised as well as explained a little bit about what types of situations call for CHEMPAK and how those would impact the community.

**Training Ideas:** A few training ideas were discussed. Sue discussed the possibility of a mass casualty event, what do we do with the bodies in the aftermath? Frank also discussed escape routes and evacuation procedures for large events and crowds.

**Barrett Hospital Update:** Carol stated that the hospital got pagers, back, in the event of a communications outage. They will be doing another functional for communications loss within the hospital. These pagers will only be given out in the event of communications loss. The hospital also benefited from the functional exercise this summer for the decontamination protocols, they discovered some problems so they’ve updated protocols and are going to retest.

**Sheriff’s Office:** Frank stated that the equipment for the new Sierra Site will be arriving this week. This new site will allow for better communications within the Dillon area.

**Next Meeting:** The next scheduled meeting is January 18th, 2018. Sue posited the question about having bi-monthly meetings. There was discussion that this may be something we can begin in 2018 and would discuss at the January meeting.

**Adjourn:** Sadie motioned to adjourn, Tom seconded and the motion carried unanimously. The meeting was adjourned at 9:00pm.

 **Submitted: Approved By**

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**Secretary Chairman Dated**