

DeKalb County Illinois, Local Emergency Planning Committee (LEPC) [Unapproved] Minutes of General Meeting 2005-04-18

Call to Order:

The meeting was called to order at 18:36 CDT by Frank Beierlotzer, LEPC Chair, in the conference room of the DeKalb County Highway Department, 1826 Barber Greene Road, DeKalb IL.

Roll Call:

Six members were present:

Frank Beierlotzer	Law Enforcement, LEPC Chair
Bruce Meerman	Regulated Facility, LEPC Vice Chair
George Greene	Community: Red Cross, LEPC Secretary/Treasurer
Barry Leonard	Local Government: ESDA, LEPC Information Coordinator
Craig Gilbertson	Environmental
Jim Quinn	Transportation

There were no guests. Since six of the eleven groups were represented in attendance, the meeting had a quorum.

Secretary/Treasurer Report

Greene, Secretary/Treasurer, reported that no funds were received or spent since the last meeting. The LEPC treasury balance remains at \$0.

The minutes of the 2005-01-17 meeting had been distributed through the LEPC website, and all members present had read them in advance of the meeting. Leonard moved to accept the minutes as published, seconded by Quinn. Approved unanimously.

Beierlotzer requested that Scott Mooberry, who had attended the January 2005 meeting from NIU, be added to the mailing list for invitations to LEPC meetings, using the e-mail address provided. Greene will do so. Gilbertson provided an updated e-mail address for himself as well.

Chair Report

Beierlotzer has received no feedback from his 2005-01-14 e-mail message to Paul Rasch, our representative in IEMA. He asked that members look to verify that they had received a copy.

Beierlotzer, Meerman and Leonard had a meeting and brief training session with the DeKalb County Firefighters' Association. They hoped also to reach MABAS representatives. Subjects of discussion were Tier II reporting, CAMEO, and ideas on how the LEPC can help them. As a result, there is now a plan to give a brief (about 10 minute) presentation on the LEPC to an upcoming meeting of the Hinckley Disaster Planning Committee. Beierlotzer will let the group know when that is planned.

Comment from Meerman: the Firefighters' Association meeting was a good first step, and it was well received. Comment from Leonard: the Fire Departments don't yet understand the usefulness of the Tier II reports; in fact, the Tier II reports we get rarely indicate the associated Fire Protection District.

Beierlotzer noted that he has not yet received a repayment for his expenses at the EPA Conference last year

Conferences and Training

The Midwest Emergency Preparedness and Response Conference is coming up: Wednesday through Friday, May 4-6. As in the past, this will be held at the Clock Tower Conference Center in Rockford.

Cost at this time would be \$100 per person for the three days. In recent years the relevance of this Conference to LEPCs has diminished, and there is some question whether it is worth the cost to us.

New Business

None.

Roundtable

Meerman asked if the LEPC is yet a not-for-profit corporation. We are not. Meerman noted that without this status, we are unlikely to get contributions. Since we are, in a sense, a State agency, there is some question if it is appropriate to incorporate. Beierlotzer will consult with Gary Hansen and Ron Matekaitis to get their opinions on this. Greene moved that if those consultants approve, the LEPC should immediately start proceedings to get a State Charter as a not-for-profit corporation. Seconded by Leonard and approved unanimously. A separate issue, establishing a checking account for the LEPC, will be deferred for the moment.

Meerman requested that we hold an *ad hoc* meeting to (1) review the Tier II reports received this year; (2) make a list of other businesses that we believe should have made a Tier II submittal; and (3) draft a letter to send to the latter group, requesting information on why they have not done so. The LEPC officers, Leonard, and Gilbertson all indicated interest in participating. We will set a date for the meeting by consultation within the next week, and Greene will inform the LEPC membership. We expect the meeting will be held some time in mid May. In preparation for the meeting, Leonard will assemble lists of those businesses that have reported in recent years, and Meerman will contact local Chambers of Commerce to get lists of businesses in the County.

Greene reported that the Red Cross DeKalb Chapter will be having a disaster readiness evaluation exercise (CDREE), which includes a tabletop to be held Wednesday, May 25. Although this is primarily intended to test the local Chapter's ability to handle disaster situations, the presence and possible participation of others is welcome. Leonard in particular wishes to represent ESDA, LEPC, and RACES. Beierlotzer also may attend.

Leonard noted that Meerman is on record as "not encouraging facilities to file electronically". This was discussed at some length. Meerman as a consultant finds the Tier II Submit program clumsy and unnecessarily time-consuming to use, thus inflating the fees he would have to charge. He has his own, streamlined, version. We all agreed however that the sense of this LEPC is that all DeKalb County businesses submit electronically, using the Tier II Submit program.

The LEPC Secretary will take the responsibility henceforth of informing the media via press releases in advance of LEPC meetings. The Chair has done this in the past, but this is more appropriately assigned to the Secretary. The press releases will be sent via e-mail two weeks before the meetings. Beierlotzer will provide a list of the e-mail addresses he has used.

Beierlotzer invited all to attend the Mayors' Memorial Day Breakfast, May 30, 06:45 to 07:30, at Carls Fargo (Stratford Inn) in Sycamore.

The next regular LEPC meeting will be held 2005-07-18 at 18:30 in the usual conference room. Meeting was adjourned at 19:59 CDT.

Respectfully submitted,

(signed)

**George Greene,
LEPC Secretary/Treasurer**