



**Memphis / Shelby County
Local Emergency Planning Committee
Meeting Minutes
June 19, 2003**

Call to Order: Glen Mohler - 2:35 PM

Moment of Silence:

Attendees observed a moment of silence for Memphis Firefighters LT. Trent Kirk and PVT. Charles Zachary who lost their lives while fighting a fire on the evening of June 15th.

Roundtable Introductions: All Attendees

Reading of Previous Minutes: Reviewed minutes from the May meeting. Minutes were accepted with no changes.

Financial Report: John Bossier gave the financial report:

Current Balances- Savings: \$5871.32 Checking: \$9,185.29

Incident Discussions:

None.

Task Team Reports:

- **Drills** – Glen reported that he has been discussing possible drill scenarios for the next drill with Capt. Kelner, TN ANG. Glen invited others to make recommendations on possible drill scenarios as well. He also invited anyone who wanted to participate in coordinating the drill to contact him.
- **By-Laws**- No Report.
- **Web Page** – Glen discussed that the LEPC was still evaluating the outsourcing the LEPC web site management. To date only one bid for approximately \$800 a year has been received. Anyone knowing of resources the LEPC can contact for outsourcing our web site should contact Glen.
- **Community Outreach** – Diane reported that she has had only one request for Community Outreach training but that the training date has not been set.
- **Speakers** – The July speaker was scheduled to be Michael Lunsford, CSX Railroad. Due to a LEPC Meeting scheduling change for July, Glen asked Barry Moore to contact Mr. Lunsford to verify he still can speak at our next meeting. If not, the LEPC will invite Mr. Lunsford to speak at the August Meeting.

Old Business:

- **2002 Conference Grant** – Glen reported that the LEPC still has not received funds. Glen stated that paperwork to authorize the release of funds must be signed by both mayors since the contract had expired. EMA Director Clint Buchanan was assisting the LEPC in this endeavor.

- Glen stated that the MPD continues to request facilities forward their security arrangements to the MPD if they have not done so.

New Business:

- John Bossier reported that PCS Nitrogen has suspended operations indefinitely. John stated that site security would be maintained during the plant's closure.
- Glen reported that Richard Cunningham; one of the LEPC Vice Chairs is transferring to Atlanta. Glen stated that nominations for Richard's replacement would be accepted through the next LEPC Meeting. At that time, the Committee would vote on nominations received.
- Glen reported that there would be an LEPC Awards Presentation at the next meeting. Each year the LEPC recognizes those Committee members who attend six or more meetings. Plans are being made to serve refreshments at that meeting as well.
- Butch Pennington passed out and discussed the upcoming McNairy County LEPC Conference at Pickwick. Butch noted that the conference dates of August 12-13 in the email version sent to the Committee membership a couple of weeks ago were correct but the days of the week were actually Tuesday & Wednesday vs. Wednesday & Thursday advertised in the Conference Flyer.
- Butch discussed the 2003 CHMM Overview Course that is planned for August 12 to September 18. Classes will be held at the Memphis Fire Academy on Tuesday and Thursday nights to prepare anyone interested in taking the CHMM exam on September 27th. Butch stated that the Midsouth Chapter of the ACHMM (MCACHMM) enjoys one of the highest pass rates in the state of Tennessee.

Special Presentation:

Memphis / Shelby County EMA Overview

Joe Lowry, Emergency Planning Officer, Memphis / Shelby County EMA

Meeting Attendance: 31

Meeting adjourned: 3:20 PM

***** Date Change! *** Next Meeting:**
2:30 PM July 24, 2003
Memphis-Shelby County EMA
Headquarters
2668 Avery Road