



**Memphis / Shelby County  
Local Emergency Planning Committee  
Meeting Minutes  
March 18, 2004  
Web Page: [www.mslepc.org](http://www.mslepc.org)**

**Call to Order:** Butch Pennington - 2:33 PM

**Roundtable Introductions:** All Attendees

**Reading of Previous Minutes:** Reviewed minutes from the February 2004 meeting. Minutes were approved as read.

**Financial Report:**

**Current Balances- Savings: \$5,952.10**

**Checking: \$12,202.14**

**Incident Discussions:**

None.

**Task Team Reports:**

- **Community Outreach** – Diane Wyatt stated that the Shelter in Place brochures would be taken to the Memphis/ Shelby County Science & Engineering Fair for display.

**Old Business:**

- **Conference and Drill** – Butch Pennington asked that anyone interested please sign up to help with the drill or conference. Nick Ridge will probably be the Drill Leader for LEPC along with someone from the EMA. More volunteers are needed for the Conference. The Community Outreach Program will have access to some of the Grant money to have a reprinting of the Shelter-In-Place brochures.
- **EMA Director Status** – No new information.
- **Science Fair** – Butch Pennington reported that in response to the request from Toleda Burton for monetary support, the Executive Board had decided to give five (5) \$100 awards. Toleda reported that the search for sponsors had been successful and thanked the LEPC for the support. Butch invited LEPC members to assist him the judging of the various science projects on March 23<sup>rd</sup> at between 1 PM – 3 PM at the Fairgrounds Youth Building.
- **Work Shop in Las Vegas** – Toleda Burton had the information for the free workshop in Las Vegas. Rob will scan the information and make it available to those who are interested.
- **By Laws** – Ruth Henry reported that the By Laws were under review and there would be possible changes to present to the membership.

- **Sierra Club “Toxic” Tour** – A member of the LEPC reported that he saw an ad in the Commercial Appeal advertising that the local chapter of the Sierra Club was planning a “Toxic Tour” of Memphis on Saturday, March 20<sup>th</sup>.
- **EXPO** – John Selberg reported that the 35<sup>th</sup> Civil Support Team (CST) came to Germantown to conduct a WMD Drill with Germantown and Memphis HAZMAT Teams on March 9<sup>th</sup>. The teams were very impressed with the CST’s capabilities and resources in supporting HAZMAT Teams as needed. The CST also conducted a WMD Drill with the Millington Fire Department on March 11<sup>th</sup>.

**New Business:**

- **Speakers** – Butch Pennington reported that he still needs speakers or ideas for speakers. Next month someone from the Coast Guard will speak. Speakers from ATF and TEMA are being scheduled to make presentations in the following months.
- **Summer Internships** – A request was made for information from any business that may be planning on doing a summer Environmental Intern program. Contact Butch Pennington with any information on such plans.
- **NBC Workshop** – Butch announced that the National Environmental Health Association (NEHA) and the Memphis/Shelby County Health Department are sponsoring a NBC Preparedness Workshop on April 6, 2004 from 8 AM to 5 PM at the University of Memphis Fogelman Executive Conference Center. For information on the Workshop and the registration form, visit NEHA’s Website at <http://www.neha.org>
- **RMP Workshop** – Butch reported that the EPA Risk Management Plan Workshop would be held on April 20<sup>th</sup> from 12 Noon to 3 PM at the EMA Headquarters. Mr. Victor Weeks, Region IV EPA Risk Management Plan Coordinator is the Keynote Speaker. An invitation email will be sent out soon inviting organizations that must comply with the EPA RMP rule to attend the Workshop.

**Special Presentation**

**Crisis Management Teams – Do You Need One?**

Rob Hooper, CSP  
 Manager of Safety & Environmental Affairs  
 Schering-Plough, Inc.

**Meeting Attendance: 32**

**Meeting Adjourned: 3:25 PM**

**Next Meeting:**  
**2:30 PM April 15, 2004**