



**Memphis / Shelby County  
Local Emergency Planning Committee  
Meeting Minutes  
July 15, 2004  
Web Page: [www.mslepc.org](http://www.mslepc.org)**

**Call to Order:** Butch Pennington - 2:34 PM

**Roundtable Introductions:** All Attendees

**Reading of Previous Minutes:** Minutes from the June 2004 meeting were read and approved as read.

**Financial Report:** Per Larry Hill

**Current Balances- Savings: \$6,003.71**

**Checking: \$15,932.52**

**Incident Discussions:**

None.

**Task Team Reports:**

- **Shelter In Place** – Toleda Burton reported that a Shelter In Place presentation would be presented to the Woodstock teachers on August 4, 2004. Hopefully, this presentation could be made at Douglas School before the Drill in September.

**Old Business:**

- **2004 Emergency Response Conference** – Butch Pennington reported that Conference pamphlets were handed out with the agenda and minutes. He requested that everyone sign up as soon as possible. He reminded everyone that for \$100 they could be a “Partner” in the

Conference and their company logo would be on everything. He reported that the CEU information would be published later. There will be a variety of speakers (i.e.-EPA, Police department, Oak Ridge, Homeland Defense). The classes will include the HAZWOPER course, CPR, Weather Watchers Class, and an EMA Emergency Preparedness class. The Conference will be held at the Marriott on American Way. The early registration is less expensive so please register ASAP. All of the vendors will be inside this year.

- **2004 Emergency Response Drill** – Nick Ridge reported that:
  - The Drill will be September 1, 2004.
  - The Goals have been determined.
  - The Police Department, Fire Department and Hospitals are going to participate and during this process, evaluate their own plans.
  - The scenario is being set and will probably include a release, with possibly a sniper attack.
  - There will be community participation, especially the Douglas area.
  - Volunteers will be needed.
  - The next meeting will be Friday, at 11 AM
  
- **Speakers** – Randall Robey, Department Director, District 11, will be here next month to speak.

#### **New Business:**

- **Homeland Security** – John Selberg reported that Bill Burke has been approved to represent the LEPC on the 11<sup>th</sup> District Council.

#### **Special Presentation:**

##### **“TEMA 101 & Hazardous Materials Program”**

Mr. Charlie Bryant

Regional Director

Tennessee Emergency Management Agency – West Tennessee Region

**Meeting Attendance: 38**

**Meeting Adjourned: 3:44 PM**

**Next Meeting:**  
**2:30 PM August 19, 2004**