



**Memphis / Shelby County  
Local Emergency Planning Committee  
Meeting Minutes  
October 20, 2005  
Web Page: [www.msclpec.org](http://www.msclpec.org)**

**Call to Order:** Butch Pennington – 2:32 PM

**Roundtable Introductions:** All Attendees

**Reading of Previous Minutes:** Reviewed minutes from the September 2005 meeting. Minutes were read, a typo found and accepted as read with typo correction.

**Financial Report:**

Current Balances- Savings: \$6,135.27

Checking: \$8,630.20

**Incident Discussions:**

- **Stationary Trailer** – James Baker reported that a trailer had been parked under the Jackson St. Viaduct.
- **SCBA Airpacks** – Alton Lanier reported that he understands that FEMA was in the process of undertaking action to have a universal standardized SCBA bottle for use in the US. The old airpacks would no longer be acceptable. The cost across the US would be around \$2.3 billion dollars to the groups that use SCBA apparatus. More information will be disseminated as it is made available.

**Task Team Reports:**

- **Community Outreach** – Diane Wyatt reported that no requests had been made for Shelter In Place presentations.

## Old Business:

- **2005 Drill Status** – Nick Ridge reported that the LEPC was preparing to reschedule the drill for sometime in early December. There will be one more planning meeting held on November 11<sup>th</sup> at 2 PM. Nick said that it is critical to get everyone to participate in the drill. It will be the same scenario – ammonia release, vandalism – at the GlaxoSmithKline site. Methodist and Baptist are both participating in the drill. The Memphis Fire Department and Memphis Police Department need to have representation at the drill preparation. Nick will give a report at the next meeting.
- **2005 Emergency Preparedness Conference** - Butch Pennington reported that he is still waiting for reimbursement for the conference. He has been told that Shelby County has the check and would be mailing it shortly. He told everyone that they should have gotten information on how to get their CEUs on-line from SWCC.
- **By-Laws Review Status** – Butch Pennington reported that updating the By-Laws was suspended until after the first of next year.
- **Elections** – Butch Pennington requested nominations for the officers of the LEPC for next year. It was suggested that the By-Laws reflect that a Board Member would move up into the Chairman position. Alton Lanier nominated Nick Ridge for the Chairman position.

## New Business:

- **Hurricane Katrina/Rita Relief Fund** – Butch Pennington reported that he had received a request for a contribution to the Relief Fund. There was no discussion on this topic.
- **2006 DOT Hazardous Materials Emergency Preparedness Grant** – Butch Pennington reported that he had received information on the 2006 grant. A copy of the guidelines was given to each attendee and is attached to these minutes. The focus of the grant for next year is on Hazardous Materials Emergencies and Hazardous Materials Transportation.
- **Emergency Evacuation Routes** –Randall Roby, Memphis/Shelby County EMA, stated that the EMA will soon begin a full rewrite of the Emergency Operations Plan. This review and update of the plan was already scheduled in 2006 for Memphis prior to this season's devastating storms in the Deep South. EMA would like to see the LEPC assist in the development of Emergency Evacuation Routes. Butch indicated that it may be possible to apply for and use DOT Hazardous Materials Emergency Preparedness (HMEP) Grant Funds for such assistance. Butch stated that the LEPC Executive Committee would need to meet and determine if the LEPC would submit for Grant funding for 2006. James Baker asked if all cities are required to have a plan. Randall Roby said most do have a plan but it only mirrors the fed's plan.
- **LEPC Membership** – Butch Pennington stated that a number of local industries who should be members of the LEPC are not members. Butch further stated that the LEPC may have to set up a Membership Subcommittee after the first of the year to work on improving membership. Guy Joiner asked how the LEPC could benefit the industries that no longer attend and how we could get them back. Alton Lanier pointed out that industry, like other

businesses, is having a tough time financially and most people don't have time to attend the meetings.

- **City of Memphis Emergency Disaster Preparedness Workshop** – Butch Pennington gave everyone a copy of a letter he received from the City of Memphis that contained information on a workshop that would be held on November 17, 2005, at the Cook Convention Center. He was requested to provide a Shelter-In-Place presentation. The LEPC will support this event.
- **EMA EOC Lessons Learned From Hurricane Katrina** – Randall Roby reported that an After Action Report, in draft form, was projected to be completed by mid November. An EOC survey for comments is on schedule. The key items of the report include:
  1. Layout of the EOC that will need to be changed
  2. Some IT changes needed at the EMA EOC
  3. Hospital – Dry-erase board needs
  4. Better co-ordinate activities of the churches – it was difficult to track people

There may be other ways that the EMA can respond in these types of situations. It was interesting that the EMA responded to an event which did not directly occur here in Memphis. He reported that it was a long operation, which is not typical for an emergency response situation. Randall said that it was “one long month”!

James Baker asked about a report from TN-TF1 and Butch said John Selberg gave a report to the LEPC last month and they should have a report on their website.

### **Information Sharing:**

- **Facility/Vehicle Awareness Training Course** - Major Stepter, MPD gave everyone a sheet describing a Facilities Securities course that would be presented on November 2<sup>nd</sup> and 4<sup>th</sup> at the EMA.
- **Memphis City Schools and Katrina** – Larry Hill reported that that the City of Memphis had opened closed schools for the hurricane evacuees. Guidance counselors have been provided to help the children.
- **Red Cross Report** – Terry Donald reported that the Red Cross was presently on stand-by due to Hurricane Wilma. The Red Cross had worked 10,668 cases in Memphis and this has been very taxing for the Memphis Red Cross. They received unexpected support and it was greatly appreciated. Overall, they are still involved with cases still open. The Red Cross did what was needed for those who needed help.
- **Public Forum** – Guy Joiner reported that a public forum would be held in the Mike Rose Auditorium on 10-28-05 at 7 PM on Emergency Preparedness in Shelby County. Congressman Ford and Mayor Wharton would be present. He said they needed volunteers for the panel and you could call Gary Patterson if you would like to volunteer.

- **Shelby County Health Department** – Barry Moore reported that volunteers had increased from 2100 to 6000 during the Katrina aftermath. He wants to keep this many volunteers and maybe combine with the Shelter in Place information training. There was going to be a banquet for the public Medical Reserve Corp. He offered presentations on the program.

**Special Presentation:**

“Ways The NWS Can Help Your Agency Respond To Civil Emergencies”

Jim Belles

Meteorologist in Charge

NWS Memphis

**Meeting Attendance: 34**

**Meeting adjourned: 4:10 PM**

**Next Meeting:**

**2:30 PM, November 17, 2005**