



**Memphis / Shelby County
Local Emergency Planning Committee
Meeting Minutes
November 17, 2005
Web Page: www.msclpec.org**

Call to Order: Butch Pennington – 2:31 PM

Roundtable Introductions: All Attendees

Reading of Previous Minutes: Reviewed minutes from the October 2005 meeting. Minutes were read, 3 changes recommended and minutes accepted as read with these changes.

Financial Report:

Current Balances- Savings: \$6,135.27 Checking: \$18,604.61

Outstanding check for \$ 4,461.12 will bring Checking balance to \$14,140.49.

Incident Discussions:

None

Task Team Reports:

- **Community Outreach** – Butch Pennington reported that he and Toleda had presented Shelter In Place at the Emergency Disaster Preparedness Workshop with the EMA.

Old Business:

- **2005 Drill Status** – Nick Ridge reported that the Drill would be held November 30th at 9 AM at 2149 Harbor on President's Island. There will be a simulated ammonia leak. The fire, police, EMA and hospitals will participate. The hospitals will be coordinated through Scott Rice. Stepter reported that there were 44 Police Recruits that would help as victims. He also stated that there would be a sign posted at the Island entrance notifying everyone of the simulated drill. Butch stated that he would verify that the Red Cross would feed the volunteers and if they couldn't, he would ask the Salvation Army.

- **2005 Emergency Preparedness Conference** - Butch Pennington reported that he had received the grant check and there was \$2,938 in profit.
- **By-Laws Status** – Butch Pennington reported that the revised By-Laws were in the packet each attendee received. Changes were made in Article II, Section 1, h. and Article VI, Section 3. A motion was made to remove “reading and” from Article VI, Section 6, (b), a vote taken and motion approved.
- **2006 Grant** – Butch Pennington reported that a grant for \$7,000 had been approved for Hazardous Materials Emergencies and Hazardous Materials Transportation. He said that there would not be a conference in 2006. This grant would be used to work with the EMA in the areas of improving: Evacuation Plans (\$3000), Shelter-in-Place (\$1500), Renewal of Website (\$1000), and a Major Drill (\$1500). This plan was submitted to Director Talford, he signed and the papers are going to TEMA on Friday.

New Business:

- **EMA – Tier II Reporting** – Director Talford informed the group that electronic reporting would begin soon for the Tier II reports. Hard copies can still be submitted. Ken Reeves stated that the Geographic Information System (GSI) could use the Tier II data in the system for responding to hazardous material spills. Butch stated that the companies can report on a floppy disk to the EMA if requested. CAMEO is being used to compile reports and Randall and Ken might write a bridge to compile the information.
- **December Meeting** – Butch Pennington asked if there was a motion to suspend the December meeting. The motion was made, approved and the next LEPC meeting will be January 19, 2006.
- **Elections** - The election was held for 2006 LEPC Officers. The results were:

Chairman	Nick Ridge
Secretary	Karen Birkenstock
Treasurer	Larry Hill
Vice Chairs	Rob Hooper
	John Selberg
	Terri Gray

This information will be posted on the Website.

Meeting Attendance: 33

Meeting adjourned: 3:26 PM by the new Chairman, Nick Ridge

Next Meeting:

2:30 PM, January 19, 2006