



**Memphis / Shelby County
Local Emergency Planning Committee
Meeting Minutes
JANUARY 18, 2007
Web Page: www.msclpec.org**

Call to Order: Nick Ridge – 2:31 PM

Roundtable Introductions: All Attendees

Previous Minutes: November minutes accepted as written.

Financial Report: Larry Hill

Current Balances- Savings: \$6,273.88

Checking: \$1892.93

Incident Discussions:

- **Fleischmann's Yeast** – It was reported that a 26000 gallon anhydrous ammonia tank ruptured at a line in the top of the tank. There were only minor irritations and the ammonia was offloaded without incident. There was a problem because the road to TVA was closed to traffic which could be a problem if TVA had to evacuate for some reason.

Task Team Reports:

- **ERM AND TIER II Reporting System** – Nick reported that the system was up and running. There were still some bugs, but overall he was encouraged with the system. He requested that members go in and try to fill in their information and report any bugs found. It will probably be a long process to get everyone to use this system but he wants everyone to do their reports on-line. You can go to the website and download the forms. There was a question concerning whose email should be given as the contact and Nick replied that the one who needs to receive the confirmation that the report had been filed.
- **Drill** – Nick reported that there will have to be an annual drill in April and that it is the City's turn to host the drill.
- **Funding** – Nick reported that Pat Kitchens has a letter to send to membership requesting "donations" to the LEPC. He is also looking into other areas of funding.

Old Business:

- **2007 Grant** –Butch Pennington reported that he is still awaiting word on the grant status. It is still in the contracting process. He should know something next month.
- **Maritime Transportation Security Act** – Phil, US Coast Guard, reported on several changes in the security assessments of industrial sites. He explained how many plants might have to change their security plans so that access to controlled areas could be strictly enforced. Homeland Security will be in charge of auditing this. The Coast Guard no longer will be the group in charge. He presented more information on the TWIC program and how it will work.
- **Drill and Outreach**– Nick requested help on these committees.

New Business:

- **2007 Drill** – Nick lead a discussion on the drill for this year. It is planned to be held sometime in April, before the SONS drill. Sammy is the drill co-ordinator. A sign-up sheet was passed around for those interested in helping with the drill. Nick had a list of everyone that should participate in the drill and it included every group that would be affected in an emergency situation. Some goals for the drill are:1) Exercise in Communications; 2) Research and reference information; 3) Media training. Any other goals that should be listed here can be sent to Nick. The host will drive the scenario. It should be a transportation scenario. A site at the airport was offered for the drill. Nick said that there needed to be a planning meeting before the next LEPC meeting.
- **Outreach Committee** – Nick thinks that the Outreach Committee can be instrumental in the success of the new Tier II reporting system. He thinks the committee can help with the mailouts and classes for the people needing to file a Tier II. Butch brought up the question “Can we require the people to file electronically”?

Meeting Attendance:

Meeting adjourned: 3:45 PM by the Chairman, Nick Ridge

Next Meeting:

2:30 PM, February 15, 2007