



**Memphis / Shelby County
Local Emergency Planning Committee
Meeting Minutes
April 19, 2007
Web Page: www.msclpec.org**

Call to Order: Nick Ridge 2:38 p.m.

Roundtable Introductions: 34 Attendees

Previous Minutes: March meeting minutes distributed but not accepted. Nick Ridge will call for acceptance of the minutes at the May 17, 2007 meeting.

Financial Report: Larry Hill provided balances as follows:

Current Balances- Savings: \$6,304.82

Checking: \$7,527.82

Incident Discussions:

- None. Memphis Police Department made an announcement about escorting a film crew April 22nd who are making a movie in Memphis. Nick reminded attendees that the purpose of discussing incidents was to pass on lessons learned.

Task Team Reports:

- **Tier Two Reporting System** - Nick reported that the system is up and running but there is still a large stack of paper submission. Due to the drill and other responsibilities, there has not been time to determine who has filed and who has not. Sammy stated that there are still bugs to work out.

Drill –The drill will be conducted April 27, 2007, at the Memphis/Shelby County EMA training facility located at 2668 Avery Avenue. There will be three primary venues for the drill; 1) Table-top drill with facilities wishing to participated conducted in the EMA EOC, 2) Hands-on decon and triage/treatment/transport drill with EMS providers conducted on the EMA training field, and 3) Hospital patient intake and processing drill conducted at hospital facilities. Finally, exposure to the media is a consideration for this drill. Additional information on the drill is included in the March 07 meeting minutes. This drill will hep

prepare for SONS drill. There will be a meeting on June 12-21 on SONS. Sammy is the contact. Salvation Army will be providing lunch.

- **Outreach** – Barry Nelson at First Horizon will be making a presentation at the next meeting regard collaborative efforts with EMA and other stake holders regarding Memphis One which will mirror the efforts within the financial industry arena in Chicago in making their emergency response plans more resilient. There will be a meeting in May for industry to build mutual aid, combined services, to collaborate support to each other if and when disasters occur. Barry is working with the Chamber of Commerce to coordinate the May meeting.
- **Communications** – no change since last report
- **Membership** –Ken Lassiter unable to attend and contribute to the membership effort due to personal obligations. Barry Nelson and the First Horizon team have accepted the challenge to carry the effort forward. Nick will contact Ken to transfer documented membership efforts to Barry's group.
- **Funding** –The committee had 3 recommendations: 1) hosting a conference targeting a national speaker; 2) sending a letter to the community introducing LEPC (who we are, what we do, etc.) requesting donations to support the organization goals and objectives; and 3) researching additional grants that may be available.

Old Business:

- **TWIC** – Phil Boruszewski, US Coast Guard, reported the Anti Terrorism Act was signed on April 2nd. Letters will be sent out to those impacted. Additional information posted to the web by next LEPC meeting.

SONS – Final conference will be held on April 24-25 at EnSafe. Phil has brochures and additional information.

- **Tier Two Reporting System Update** – Scott Blankenbeckler, University of Memphis, was unable to attend the meeting. We will have an update at the May meeting.

New Business:

- Announcement of ASEE monthly meeting on Friday at Ryan's Steak House
- Reminder from Barry Moore regarding Pandemic exercise on May 17th by invitation only. An after action report may be available. Barry will provide an update at the next meeting.

Speaker: None. Committee breakout sessions were held during the normal speaker time during the meeting.

Meeting adjourned: 3:45 pm. No official adjournment due to committee meeting running long

Next Meeting: 2:30 PM, May 17, 2007 with Barry Nelson at First Horizon presenting on Memphis One.