



**Memphis / Shelby County
Local Emergency Planning Committee
Meeting Minutes
September 20, 2007
Web Page: www.msclpec.org**

Call to Order: Butch Pennington led the meeting in Nick Ridge's absence – 2:32 PM

Roundtable Introductions: All 26 attendees

Previous Minutes: August meeting minutes reviewed by attendees; motion was made and seconded to approve minutes.

Financial Report: Larry Hill reported \$1,627.96 in Checking, \$6,336.26 in Savings. Expenses in August for web page, drill, Shelter-in-Place printing.

Incident Discussions: Rob Hooper reported incident where fire occurred when cleaning out bulk foam – 400 gallon tote container sparked fire; facility was preparing to close.

Task Team Reports:

- **TIER II Reporting System** – Nick to get with the University of Memphis on software and system update. Sammy working with paper copies and needs to get Tier Two Reports in the system. Update next month from Nick.
- **Drill** –No report
- **Outreach and Funding**
 - Update given on Tri-State Emergency & Environmental Partners in Preparedness Conference. The registration form will be on the web.
- **Membership** –No report
- **Communications** – No report

Old Business:

- **Nominations for 2008 officers:** Karen Birkenstock gave out Nomination forms to be collected at the end of the meeting. The forms were also sent electronically to all members. From the nominations received she will put together the ballot for voting at the next meeting in October.

New Business:

- **2008 Goals** – Karen also provided members with a document requesting members submit Goals for 2008. Those goals will be provided to the membership at the October meeting.
- **2008 HMEP Grant** – Butch sent email to Charlie Bryant, TMA to determine if there is going to be an opportunity to get another HMEP Grant in 2008. Once we find out from TEMA that applications for the Grant are being accepted we will pursue a grant request submittal.

Guest Speaker: Tyler Zerwekh gave an update on activities of the Hospital Council Information is available on the MSCLEPC web site.

Meeting adjourned.

Next Meeting:

October 18, 2007 at EMA – 2:30 p.m.