



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

Call to Order: Meeting was called to order by Chairman Nick Ridge at 2:41 p.m.

Roundtable Introductions: 26 attendees introduced themselves

Previous Minutes: September 07 meeting minutes reviewed by attendees; motion to accept the minutes as recorded was made and seconded. Minutes approved with no changes.

Financial Report: Larry Hill reported \$1637.74 in Checking, \$6,382.20 in Savings.

Incident Discussions: Sammy Crews announced that a severe weather alert was received at 1:30 from the National Weather Service. Thunders storm and strong winds expected to move into the area between 4 and 6 p.m.; possible tornado cells with the greatest threat in west TN – mid-south under tornado watch with wind gusts expected up to 60mph winding down between 8 – 10 tonight.

Task Team Reports:

- **TIER II Reporting System** – Nick provided update from the U of M on system progress. The University will not host the server therefore equipment will have to be purchased and placed at EMA to host our own system. Phase II (system hosting) will be implemented next year after March reporting. The anticipated cost will be between \$5 – 8K. Randall and Director Talford are in talks with Nick. The system is up and populated with Tier Two information. U of M will host through March 2008.
- **Drill** –Sammy Crews suggested that the LEPC add exercise with Vigilant Guard (TN National Guard Drill) April 19-25, 2008. Sammy has attended meetings. The site is the Airport in Millington with a haz mat element and 5 civil support teams 295 people. Also looking at Medivac and involve hospital. We have a good opportunity for local ER to work with National Guard. The scenario is catastrophic earth quake. We will have limited responders so National Guard will come into assist. We will set up command and control and be in an assist roll. LEPC maybe spin off in our own direction, killing two birds with one

stone. Our responsibility is to have a full scale drill every year. Nick stated that funding may be an issue in participating in this drill event but will check with Charlie Bryant to see if we can do it together. Nick advised Sammy that we will meet again in November to see how LEPC will move forward. Sammy said that ANSER was hired by Guard and working on scenario. They had plugged in Gary Patterson with U of M Earthquake preparedness. Nick asked Hospital Council if that scenario gives them enough time. They said yes. Nick committed participation form LEPC.

- **Outreach and Funding** - Karen gave brief update on the Conference Planning. She stated that we were half way there on registration and that the early deadline for registration was extended to October 26th. Anyone wishing to sponsor please see a committee member.
- **Membership** – Karen reported that she had talked to Ken Lassiter about updated roster. It was decided that a team be put together to update the roster before the conference.
- **Communications** – Rob Hooper gave an update on MemphisFIRST communication planning. Rob, Karen, Tamera and the First Horizon staff are members as well as Director Talford. Check MemphisFIRST web site for meeting minutes. The goals of MemphisFIRST meet the needs of LEPC communications committee goals.

Old Business:

- **Nominations for 2008 officers:** Ballots were distributed to the membership. Officers were selected as follows for 2008:

Chairman: Karen Birkenstock
Vice Chairs: Rob Hooper, Terri Gray, John Selberg
Secretary: Tamera Hickox
Treasury: Larry Hill

- **2008 Goals** – Karen provided members with a document containing the proposed goals for 2008. The executive committee will meet before the conference in November and outline goals from the suggestions provided by the membership.

New Business:

- Barry Moore with the Health Department provided the membership with the new Pandemic Handbook. Copies will be provided by the Hospital Council to Conference attendees.
- Nick called for a motion to have the conference Nov 13 and 14 be the November meeting. Motion was passed
- Nick called for motion to suspend the December meeting. Motion was passed.

Guest Speaker: No speaker

Meeting adjourned.

Next Meeting:

Conference November 13-14, 2007 at Hollywood Conference Center, Tunica, MS