

APACHE COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
SUMMARY MEETING MINUTES
November 19, 2009

Present:

Jim Zieler, Salt River Project
Harry Cordova, AC Emergency Management
Rick Sullivan, Arizona Department of Corrections
Scott Garms, Salt River Project
David Kirk, Tucson Electric Power
Jean Wilson, AC Health Department
R. L. Grimsley, AC Emergency Management
Randy McFall, Navopache Electric Coop
William Worsnop, AC Health Department
Howard Carlson, Eagar Fire Department
Velda Wiltbank, AC Health Department
Ben Fisher, Springerville Fire Department
Roger Brown, Concho Fire Department
Merrell Hamblin, Round Valley Schools
Lillian Martin, AC Emergency Management
Karen Warnick, White Mountain Independent
Bryan Hollembeak, St. Johns Schools
Kim Holoway, Town of Eagar
Maria Nugent, Salt River Project

Dana Tillman, Arizona Department of Corrections
Gaylene Kirkhorn, AC Health Department
Kelli Sine-Shields, AC Health Department
Richard Paterson, AZ Department of Corrections
Bryon James, ADEQ
Donald Jones, St. Johns Police Department
Danine Kelley, Navopache Electric Coop
Kevin Street, Navopache Electric Coop
Mike Nuttall, Springerville Police Department
Ken Martin, AC Superior Court
Justin Fisher, Springerville Fire Department
Mary Brown, Red Cross
Toni Preder, NACOG
Justin Lee, AC Engineering
Tom McCoy, Vernon CERT
Paul Hellenberg, ADEQ – Flagstaff
Kenneth W. Rogers, Salt River Project
Sharon Yazzie, AC Sheriff's Office

I. Call to Order and Introductions:

Meeting was called to order by Chairman Jim Zieler at 1:30 pm in the Board of Supervisors Meeting Room at the Apache County Annex Building in St. Johns, Arizona.

Introductions of were made by the Group attending the meeting.

II. Approval of Local Emergency Planning Committee Minutes:

Dave Kirk, Tucson Electric Power, made a motion to accept the meeting minutes as presented. Donald Jones, St. Johns Police Department seconded the motion. All members in attendance were in favor, motion passed.

III. Old Business:

A. Sub-Committee Reports:

1. Mr. James reports that the sub-committee for membership of the LEPC held meetings on October 21, 2009 and November 19, 2009. Mr. James reports the sub-committee are in the process of drafting letters to be sent to Local Businesses, School Districts, etc. Mr. James also reports the By-Laws sub-committee is currently working on a draft / comparison and would like to invite members of the group to participate in this project.
2. Mr. Kirk reports the sub-committee for HMEP have nothing pending at this time.

Note: Mr. Cordova provided information that he has a copy of the State of Arizona Plan for Mr. Kirk and Mr. Zieler to review.

3. Ms. Wilson reports the CERT Team had a booth at the Apache County Fair to invite members of the local communities to participate in this program.
4. Mr. Hamblin reports this sub-committee has been inactive. However, he would like help from the committee to reactivate this sub-committee and expand it.
5. Ms. Preder reports they are in the process of reviewing the Plan developed for the Special Needs population to bring it in line with the Apache County Emergency Operation Plan. Part of the plan being worked on involves volunteers for answering phones, directing medical supplies to the appropriate locations and communications.
6. Nothing to report due to Mr. Paine not attending the meeting.

Mr. Cordova suggests this sub-committee be deactivated at this time.

*****Recommend this be placed as a future Agenda item.**

B. Mr. Cordova reports for Chief West that there has been funds returned to the committee from Homeland Security. Also have received an approval on one grant for Apache County.

C. Ms. Kirkhorn reports the 593 web-site is being updated to include information about Flu Clinics, H1N1 virus.

Mr. Cordova reports the 593 core cadre has not held a meeting in awhile. Navajo County would like to hold a meeting to look at protocols.

D. Mr. Cordova reports the Risk and Emergency Management Department is currently working on a re-write of the Emergency Operations Plan. The re-write was made possible due to receiving a grant.

Attended a statewide meeting on November 17, 2009 of Risk and Emergency Management Teams. As a result of this statewide meeting the Risk and Emergency Management Department will be reaching out to local Police Departments, Fire Departments and Public Works. An electronic version of the state plan is available.

E. Mr. Grimsley reports there is \$26,000 of grant funds to be spent before the end of the year. Apache County will be receiving 5 grants next year.

IV. New Business:

A. Communications Presentations:

1. Mr. Todd was not in attendance. However, the following information was provided:

- Agencies must re-apply for their FCC License before January 2013.
- Use of non-narrow band frequency fines are assessed on a daily basis and are very steep.

2. Mr. McKenzie was not in attendance.

B. Updates and New Information – Forest Service, Fire Departments, Law Enforcement, EMS, 1st Responders:

Chief Jones, St. Johns Police Department reports there is a need for another Terrorism Liaison Officer.

Mr. Worsnop, Apache County Health Department, reports there is an H1N1 Flu Clinic on November 21, 2009. Will be a clinic on General Office Safety in December; however, the date on this is not known at this time.

Mr. McFall reports Navopache Electric Coop is currently in the process of putting together a disaster response plan. This would include equipment the company has available for use in a disaster.

Mr. Carlson reports the Eagar Fire Department has the Mass Casualty Hazmat Trailer up and running. This trailer has a decontamination shower.

Mr. Kirk reports Tucson Electric Power reported a release to the National Response Center regarding the line ponds. The ponds had a low PH level. There was no spill on the ground.

Officer Nuttall reports Chief West is retiring.

C. Representatives from Volunteer Organizations – Red Cross, VOAD / Salvation Army, other Non-Governmental Organizations:

Ms. Brown, Red Cross, reports she is getting started in Apache County. Currently in the process of learning all of the forms. Looking at having a Shelter Management Team local.

D. Nominations of new members for AZSERC approval:

Lillian Martin, Apache County Risk and Emergency Management, places the following names before the committee for membership:

Kim Holoway	Karen Warnick	Kenneth Rogers
Velda Wiltbank	Lillian Martin	Sondra Crabtree

Dave Kirk made a motion to accept these individuals as voting members. Donny Jones seconded the motion. All voting members in attendance were in favor, motion passed.

Lillian Martin, Apache County Risk and Emergency Management, places the additional following names before the committee for membership:

Justin Fisher	James Schuring	Sharon Yazzie
Mike Nuttall	Kevin Street	Danine Kelley
Randy McFall	Al Maldonado	Rick Sullivan
Roger Brown		

Kelli Sine-Shields made a motion to accept these individuals as voting members. Dave Kirk seconded the motion. All voting members in attendance were in favor, motion passed.

E. Definition of an LEPC Quorum:

Mr. James provided the following: In researching other LEPC's throughout the state the definition given was either 5 members or 10 % of the committee. The recommendation is to the Apache County LEPC is have the Quorum be defined as 5 members or 10 % of the community. All voting members agree with this definition.

F. Accept Resignation of Citizen Corps Council Chair / Accept and Elect New Officers & Members for the Apache County Citizen Corps Council:

Ms. Wilson tendered her resignation as Coordinator / Chair Person for the Citizen Corps Council.

Gaylene Kirkhorn made a motion to accept the resignation. Howard Carlson seconded the motion. All voting members in attendance were in favor, motion passed.

A request to appoint a new Chair Person / Coordinator was called.
****Recommend this issue be placed as a future agenda item.*

G. Input for 2010 Training and Exercise Topics:

CPR Classes
First Aid Classes

V. Call to LEPC Members:

No information to report.

VI. Call for Future Agenda Items:

By-Laws

Haz-Mat

Membership

Citizen Corps

VII. LEPC Plan Review – Public Comments:

No information to report.

VIII. Call to Non-Members / Guests:

Paul Hellenberg, ADEQ, Northern Region provided the following contact information:

Office: 928-773-2722

Cell: 928-707-1586

Pager: 602-645-0040

Paul Hellenberg
HAZMAT Emergency Response Unit
Northern Regional Office
ADEQ
1801 West Route 66, Suite 117
Flagstaff, Arizona 86001
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IX. Date and Time of Next Meeting:

The next meeting will be on Thursday, February 18, 2010 at 1:30 pm in the Apache Country Board of Supervisors Meeting Room.

X. Adjournment:

The meeting was adjourned at 3:25 pm.