



Washtenaw County Local Emergency Planning Committee

Minutes
Thursday, December 10, 2015
705 N Zeeb
3:00 p.m.

Members Present: Marc Breckenridge, Victor Chevrette, Stephen Field, Pierre Gonyon, Cindra James, Rick Norman, Jeff Rohrer, Scott Robinson, Mark Wesley, Melissa Zagorski

Members Absent: Daniel Barbossa, Rebecca Benedict, Samantha Brandfon, Donald Dettling, Martin Donaldson, David Halteman, Scott Hummel, Joseph Jurasek, Kent Martinez-Kratz, Michael Perry, Joe Semifero, Bryan Schultz

Staff: Thomas Winebrenner, Kenneth Kelly, Russell O'Brien, Kristen Schweighofer, Jacob Gerke

Guests Present: Nancy Smith, Steve Arrieta

I. Call to Order

The meeting was called to order at 3:00 p.m. by Scott Robinson.

II. Introductions

All attendees introduced themselves.

III. Review and Approval of Agenda

Stephen Field made a motion to approve the agenda as submitted. Mark Wesley seconded, and the motion carried unanimously on a voice vote.

IV. Review and Approval of the Minutes

Pierre Gonyon made a motion to approve the meeting minutes dated September 10, 2015 as submitted. Mark Wesley seconded, and the motion carried unanimously on a voice vote.

V. Public Comment

None

VI. Announcements

Marc Breckenridge

- Annual Skywarn Spotter Training in 2016. February 25, March 19, and March 23. Pre-registration is required. emergency.ewashtenaw.org or call 734-973-4900.
- CAMEO, MARPLOT, and ALOHA Training for hazardous materials responders will be in March. Registration is required.

- Just finished an ICS 300-400 level training at WCC. Another training will be held in February. Marc will forward the information to Scott Robinson and Pierre Gonyon.

VII. Old Business

A. EHS facility planning update (reported by Ken Kelly)

- As of December 9, 48 EHS site plans have updated information.
- 2 new plans are being finalized. They are 2 Comcast facilities in Ypsilanti and both exceed TPQ for Sulfuric Acid in batteries.
- The former Ford/ACH plant in Ypsilanti (128 Spring St), will be coming off our list. The site has been cleared of all EHS and the wastewater treatment plant has been demolished.
- The application for the 2015-2016 Hazardous Materials Emergency Planning Grant has been finalized and was just signed by the Chair. It will be submitted to Lansing tomorrow. Again expecting funds around \$3000 to be used for planning purposes.

B. Information Coordinator's Report (reported by Tom Winebrenner)

- 302 completed pollution prevention site visits to date.
- Tom introduced Jacob Gerke, a new EH employee. He will be doing a lot of the pollution prevention inspections after Tom retires the end of December.
- Scott Robinson, on behalf of the Committee, congratulated Tom on his retirement!

C. Emergency Coordinator's Report (reported by Marc Breckenridge)

- No EHS site related incidents.
- One issue with a residue rail car in Saline being stored on railroad tracks. Residents felt it was unsafe. Can legally store stuff in vehicles for up to 364 days. The car will be moved out of sight.

D. HazMat Team Director's Report (reported by Victor Chevrette)

- On September 11, 2015 a semi rolled over at Geddes and US23. HazMat was called out to identify the white powder that was on the ground. The 50lb brown bags were not marked with contents. Ended up being soap. The only health hazard would be if you walked through it and dust was kicked up it could be inhaled.
- Finished up the UofM football games. One interesting reoccurring incident was in section 30. A vender receiving chemo treatment would set off the rad-monitors every game.
- Superior Township tornado sirens were all serviced last week.

E. LEPC Membership Update (Committee Chair)

- The 2 members that did not show up to any meetings had resigned prior to being asked to resign by the committee. The clerk's office was contacted to have their names removed from the website.

- 3 members had submitted for reappointment and all 3 were reappointed. Scott Robinson, Victor Chevrette, and Jeff Rohrer. Edwin Peart will be at the March meeting to swear in members.
- Continuing to update and clean up the member list.

VIII. New Business

A. Updated Bylaws (Marc Breckenridge)

- Marc recently met with Ellen Rabinowitz (Health Officer) and Kristen Schweighofer (Environmental Health Director) to talk about the future of LEPC staffing going forward. Ken Kelly, who is officially retiring at the end of 2015, will come back part-time in 2016 to continue the LEPC planning effort.
- The bylaws were passed out to the committee. Changes and updates were highlighted in red. Members discussed the proposed changes.
- Pierre Gonyon suggested using different language in section 3.05 Notice of Meetings. Instead of saying “at the December meeting” use language to say the last meeting of the year or the 4th quarter meeting.
- Section 3.06 Quorum was discussed. Members agreed that 1/3 was a good number for a quorum.
- Multiple places that State Emergency Response Commission (SERC) needs to be replaced by Michigan Citizen-Community Emergency Response Coordinating Council (MCCERCC).
- Section 6.03 Secretary responsibilities will be taken over by the Sheriff’s Emergency Services Division.
- Members want to add a “Section 6.04 Records Retention.” Minutes and records will be kept in accordance with County Policy or the terms established by approved grant agreements.
- Include revision dates as well as the approved date.
- The revised bylaws will be looked at by the Board of Commissioners (BOC) in January or February.
- *Victor Chevrette made a motion to approve the updated LEPC Bylaws and to submit them to the BOC for approval. Mark Wesley seconded, and the motion carried unanimously on a voice vote.*

B. 2016 Meeting Schedule

- Members received a copy of the proposed LEPC 2016 Meeting Schedule.
- March 10, June 9, September 8, and December 8.
- The location will be at the Emergency Services Division on Hogback Rd as well as other locations as needed.
- *Mark Wesley made a motion to approve the LEPC 2016 Meeting Schedule as submitted. Victor Chevrette seconded, and the motion carried unanimously on a voice vote.*

IX. Adjournment

Mark Wesley moved to adjourn at 3:52 p.m. Victor Chevrette seconded the motion and the motion carried unanimously on a voice vote.