

OFFICE OF  
LYON COUNTY EMERGENCY MANAGEMENT

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April 14, 2016

The Lyon County Sheriff's Office was the location of the April 14 LEPC meeting. Those attending were:

Brandon Beck, EMS	Chip Woods, Lyon County Road & Bridge
Jarrold Fell, Lyon County Emergency Management	Jon Vopata, Emporia State University
John Koelsch, Lyon County Sheriff's Office	Janice Arb, Lyon County LCAT
Keith Senn, City Public Works	Tim Frevert, City of Emporia
Jennifer Skiles, Flint Hills Community Health	Amanda Cunningham, Mental Health Center
Bill Duggan, Lyon County Communications	Cathy Ernst, Lyon County LEPC Secretary
Carrie Boettcher, Emporia State University	Diana Moore, Flint Hills Community Health
Suzanne Worthen-Miller, Salvation Army	Erin Starr, Lyon County Dept. of Aging
Jeff Welshans, Regional Coordinator, KDEM	Tammy Vopat, Lyon County Clerk
Harry Heintzleman, Technological Hazards Planner, KDEM	Victoria Reynolds, Lyon County Court Trustee
Matthew Golubski, American Red Cross	Nathan Brown, Exercise Officer, KDEM
Hans Stephensen, Exercise Officer, KDEM	Rolland Martin, Lyon County Commissioner
Kelly Davis, Emporia Police Department	David DeVries, Emporia Police Department

LEPC Chair Jennifer Skiles called the meeting to order at 12:10 p.m., followed by introductions of those present. There were 19 members and 7 guests attending.

Motion to approve the January 5<sup>th</sup> minutes: John Koelsch (Tim Frevert) 19-0

Old Business:

Jennifer Skiles requested Lyon County Emergency Manager Jarrod Fell address some issues with LEPC membership and also provide recommendations for By-Laws revisions to the committee. Jarrod suggested inactive members who have not attended several meetings be removed from LEPC and a list be provided to KDEM by the LEPC Chair. Those members that are removed will be invited to the next meeting in July where they would be voted back to LEPC should they still want to serve on the Committee. This action will clean up the membership list of some members that have changed positions or left the area. Jarrod would also like to contact the Lyon County Tier II reporters and invite them to be members of the LEPC or at a minimum ask them to attend one meeting per year and give a brief five minute presentation on the chemicals or hazardous materials they have at their facility. They could also take that opportunity to talk about any concerns they may have and may also want to promote the business they represent.

Suggested By-Laws revisions:

- Article I- Section 3: Change the name from Richard Frevert to Jarrod Fell.
- Article II- Section 4- Officers and Members: Change from “voting members and non-voting members” to “members and attendees and shall have the minimum of representatives from each group as per state statute.”
- Article II- Section 8-Change LECP to LEPC.

The floor was opened for concerns, comments, recommendations or any ideas for the direction we go with LEPC or the By-Laws. John Koelsch asked the Subject Matter Expert for his opinion. LEPC Subject Matter Expert Harry Heintzelman of KDEM agreed the suggestions for both membership and the By-Laws revisions will cause less confusion and will also free up our membership for growth. In his opinion this revision is an excellent way to go.

Motion to approve membership changes and By-Laws revisions: 19-0  
Chip Woods (John Koelsch)

Motion to elect 1 member to LEPC:  
Matthew Golubski, Disaster Program Manager- The American Red Cross Capital Area 19-0  
Jarrod Fell (John Koelsch)

Introduction of Guests from KDEM:

Jeff Welshans-North East Regional Coordinator, KDEM  
Harry Heintzelman-Technological Hazards Planner and LEPC Subject Matter Expert, KDEM  
Nathan Brown-Exercise Officer, KDEM  
Hans Stephensen-Exercise Officer, KDEM

Guest Speaker:

Harry Heintzelman, Technological Hazards Planner and LEPC Subject Matter Expert of KDEM, answered questions and gave a brief overview of LEPC and the legal responsibilities of committee members. Mr. Heintzelman covered the reasons why LEPC's were created and why it is so important to have emergency planning. He also explained that LEPC's are a clearing house for the public's right to know about hazardous materials in the community. He stressed that being on the LEPC is all about protecting your community and that we can better develop emergency plans and also use Tier II information that we receive from local businesses to be prepared.

There is a LEPC conference on July 21 and 22 in Manhattan, Kansas. If interested in attending, sign up through Kansas Train.

Tier II information can be obtained through the Lyon County Emergency Management Office at 425 Mechanic, Emporia, Kansas 66801.

New Business:

Emergency Management is going through all of the Tier II reports and will be inviting local businesses to attend and possibly give a brief 5 minute presentation on their facility at future LEPC meetings. We are working to build relationships with the business sector of the community.

Jennifer Skiles-Flint Hills Community Health , ESF-8 Mass Fatalities Update:

Jennifer Skiles gave an update on the progress of updating the ESF 8- Mass Fatalities Plan. Copies of our current plan have been emailed to LEPC members. FHCHC functions as Health Department Services with a contract through the county. Due to time constraints and grant deadlines Jennifer is asking community partners to help to give direction on how we want to rewrite the plan. Any plan we use must be something our county can implement should a mass fatality occur. There is a 52 page template the State would like us to use. Jennifer feels we can use it as a guidance document but it may not be appropriate for our county. Lyon County is beginning the update of the entire EOP in fall of 2016 and ESF-8 is part of that plan. Anything we submit to KDHE now will be short term as revisions will be made in the near future. It was suggested that a draft plan be written and the draft document be submitted to KDHE. It was decided that Jennifer will move forward on the draft plan of ESF-8 and we will work to update and revise the county EOP plan as scheduled. Training gaps will be worked on at CPC or at future meetings.

#### Coordinator Report:

We are hosting a G300 class on June 28 and 29 and G400 class on July 28 and 29, 2016, at the Lyon County Sheriff's Office in the basement meeting room. Anyone needing this training can sign up on Kansas Train.

Lyon County applied and has been approved to receive a HEMP Grant to be used for training purposes. We will be doing a tabletop exercise. Planning meetings will start sometime in August and the exercise will be conducted in early 2017.

Jarrold spoke briefly about deployment to the Barber County fires. The Barber County fire is the largest wildfire on record in Kansas. He feels that Lyon County is very prepared with training and resources for fighting wildfire.

Jeff Welshans-North East Regional Emergency Management Coordinator, KDEM said the Barber County Fires are the biggest deployment of assets in the State of Kansas to date. He reminded everyone that if there is a chance a wildfire is not going to be contained, may get into a community or expand outside of the county limits and require mutual aid, the Emergency Manager should call the Duty Officer at KDEM right away. It is important to call while the fire is active because of possible increased FMAG money available for equipment grants and purchasing additional county assets. Once the fire is over it is no longer considered for these grants.

#### Discipline Reports:

##### EMS:

Brandon Beck was also deployed to the Barber County fires and agrees with Jarrod Fell that Lyon County is very well prepared for fighting wildfire.

EMS and the Emporia Fire Department will be participating in a Homeland Security project brought forth through the North East Regional Council and Topeka Fire that will provide some ballistic vests, helmets and some active shooter first aid bags for our EMS. This equipment and training will partner with law enforcement in an active shooter event to save more lives.

##### Fire Department:

Brandon Beck reports that Fire Chief Jack Taylor and a team of 3 are out of town doing a final inspection and picking up a new engine pumper for District Four today.

Emporia Police Department: None

##### Sheriff's Office:

The Lyon County Emergency Communications Staff received the APCO Team of the Year Award for the State of Kansas. This Award was given for teamwork and dedication in 2015.

The Sheriff's Office has hired three new Deputies.

##### Road & Bridge:

There is a 5000 gallon tanker full of water at Road and Bridger ready to use if it is needed for wildfire control. It will remain full through the fire season.

County Commission: None

Westar Energy: None

##### Flint Hills Community Health Center:

HRSA will be doing a site visit the last week of June. They oversee the certification of FHCHC as a Federally Qualified Health Center. Diana Moore-Public Health Nurse, FHCHC reports that there are no highly infectious disease issues of concern in Lyon County at this time.

City of Emporia: None

Mental Health Center:

The Mental Health Center has changed its name and is now Crosswinds Counseling and Wellness. Rob Runquistis has been formally announced as the new Director. May is Children's Mental Health Month.

Tyson Meats: None

Communications:

Communications has had an upgrade to Next Generation 911 System and it is up and fully functioning. In a month there will be a radio infrastructure upgrade as well.

Salvation Army:

The Salvation Army Canteen is available and ready to roll if it is needed. The National Letter Carrier-Stamp Out Hunger Food Drive is Saturday May 14<sup>th</sup>. They are looking for volunteers for that event.

Public Works: None

Emporia State University:

May 14<sup>th</sup> is commencement. ESU will be hosting a G290- Basic Public Information Officer class. The date has not been determined but will be sometime in June.

American Red Cross:

Matthew Golubski introduced himself as the Emporia area representative for The American Red Cross, Capital Area. Due to restructuring and changes to operational goals our local Red Cross office has been closed. The Red Cross feels the consolidation will be more efficient and dollar wise they know that the changes will better help the counties and clients they serve. Matthew is based out of Topeka.

Lyon County Clerk: None

Court Trustee: None

Department on Aging/L-Cat: None

It was discussed and decided by the committee that future LEPC meetings will be held from 12:00 to 1:00 on the second Thursday of every quarter due to multiple schedule conflicts.

The next LEPC Meeting:

July 14<sup>th</sup> 2016  
Lyon County Sheriff's Office  
12:00 p.m. – 1:00 p.m.

There being no further business, the LEPC adjourned at 1:30 p.m.

Motion to adjourn:

John Koelsch (Victoria Reynolds)

20-0

Respectfully,

*Catherine*

Catherine Ernst  
LEPC Secretary