

# Local Emergency Planning Committee Meeting Minutes

October 20, 2022 EMS Classroom

**MINUTES ARE UNOFFICIAL UNTIL APPROVED**

## Attendees

Morgan Butteris, Peggy Calkins, Jade Carbajal-Richter, Dan Cashman, Randy Combs, Richard Everett, Mike Fontenot, Cathy Hernandez, Dave Horner, Austin Jones, Jerrad Webb

The meeting was called to order at 11:30 am by J. Webb

Motion was made to approve the minutes of the meeting held on July 14, 2022 by R. Everett, seconded by R. Combs. **Motion carried**

## **Communications**

Notification was received in a letter dated September 13<sup>th</sup> that a review of our LEPC Compliance Certification and supporting documents had been completed by KDEM and we were in compliance with all documentation for 2021.

## **Old Business**

The generator at the Senior Center was discussed. Now that the HVAC system running the Senior Center is in the courthouse, the heating of the building is a concern because the generator will no longer run it. Peggy stated that the basement and a couple rooms in the building are still on the old system and can provide some heat, but the large gathering areas that would be utilized as a winter shelter would not. It has been brought to the attention of the commissioners and the contractor. We will continue to follow up with them to attempt to find a solution.

## **New Business**

Officers were elected as follows:

Chairperson: R. Combs made the motion, seconded by D. Cashman to elect J. Webb as the chair. **Motion carried.**

Vice-Chair: J. Webb made the motion, seconded by R. Combs to elect D. Cashman as the vice-chair. **Motion carried**

Secretary: R. Combs made the motion, seconded by J. Richter to elect M. Butteris as the secretary. **Motion carried**

Discussion was had on the bylaws. It was recommended to amend Article IV – Section 1 and remove the list of organizations and replace them with the verbiage of the required membership from EPCRA.

P. Calkins made the motion, seconded by R. Combs to approve the bylaws as amended. **Motion carried**

Storm shelters were discussed. There had been discussion regarding moving the tornado shelter to the basement of the Senior Center due to the courthouse having no emergency power. Dan and Jerrad reported that it would take a large amount of money to adequately secure the windows in the basement of the Senior Center to make it suitable for a tornado shelter. There is now discussion with the contractor

working on the courthouse to review the option of running minimal power from the generator to run some emergency lighting in the stairwell and basement of the courthouse or get hookups so we can hook up a smaller generator.

### **Upcoming Events**

R. Everett reported they will be doing an exercise after the first of the year sometime.

C. Hernandez reported on several upcoming training dates and topics offered:

Mid November / Early December	there will be Orion Training in Dodge City
Nov 15 <sup>th</sup> :	Integrated Weather Team Meeting in Ellsworth
Nov 15-17:	G-300: Intermediate Incident Command System Course in Garden City
Dec 17 <sup>th</sup> :	Wildland Fire Seminar in Hays
Jan 17-19:	Public Information Basics Course in Dodge City
Mar 21 <sup>st</sup> :	Recovery Training & Tabletop Exercise in Scott City

J. Webb reported that he is going to attempt to get KU Fire scheduled to offer a Traffic Incident Management (TIM) course in the county for emergency personnel as well as get their driving simulator here for training in the next few months.

### **Next Meeting**

January 19<sup>th</sup> at 11:30 at the EMS Office, lunch will be provided.

Meeting was adjourned.