



## **Meeting Minutes for Clare County LEPC/LPT**

**Date/Time of Meeting: January 26<sup>th</sup>, 2016**

**Location of Meeting: CCTC Boardroom**

**Members Present:** J. Becker/CCEMD, T. Pirnstill/CCTC, MJ Beal/MCA/MMMCC, B. Hansen/MMR, S. Schummer/DNR, L. Schloegl/MSP, D. Miedzianowski/CCSD, E. Williams/CCSD, T. Beadle/City of Harrison, D. Williams/STFD, D. Saad/CPD, P. Agin/HCFD, T. Lane/CCSD, M. Terrian/911, G. Mason/Citizen Rep., T. Brubaker/911, C. Havens/ARC, Kathy Anderson/ARC, J. Johnson/CMDHD Rep., N. Jwad/302 Site Op/Lear Corp., D. Majewski/Commissioner.

**Guests:** Kathy Anderson, Jason Johnson

**Reading and Approval of Minutes:** 1<sup>st</sup>\_Pirnstill 2<sup>nd</sup>\_Beal.

**Changes Noted:** Correction to typo Public Comment section correct word "Rioting" to "Retiring" referring to Brubaker statement.

**Old Business Items:** Hazard Mitigation Project, VHF Radio Fire North/Tac 2 Incident Repeater updates, Siren Encoder, 800MPSCS System Updates/Mic fees, paging.

**Discussion:** Becker spoke to the group regarding the ongoing Hazard Mitigation project/Progress, also asked for any additional input or updates or anyone who would like to join the group/process. VHF Radio/Tac2 project Becker described briefly that the **transition to repeater for Tac 2 and now have more redundant capability and would be seeking Chief Tubbs permission to relocate additional encoder from dispatch to his fire station.**

Becker briefed the group in regards to 800/MPSCS system upgrades and upcoming Microwave site upgrades and outage dates of; Feb. 02/03/2016 for our county starting at 09:30Hrs. Becker also highlighted the paging capabilities of 800MHZ and the new equipment in testing and our dispatch center was in the process of having that put into the consoles etc. additional dialogue was added by the group as to these systems and processes., Becker would go further into detail at the 911 Board meeting following LEPC/LPT.

**Agenda Item #1:** 2016 LEPC/LPT Board meeting schedule, Chief Agin noted that there was a typo due to the time transition and not following the 911 board meeting, Becker noted and will be correcting and forwarding corrected copy to all.

**Discussion:** Pirnstill noted that there was no problems with boardroom schedule and we all set.

**Action:** N/A

**Agenda Item #2:** NOAA Spring/Summer Sky warn annual training will be held in CCTC Boardroom on April 23<sup>rd</sup>, 2016 starting at 10:00AM see flyer attached.

**Discussion:** None



**Action:** N/A

**Agenda Item #3:** ICS300/400/MGT347 NIMS Courses to be held in Clare County Fall 2016.

**Discussion:** Becker informed the group that there was a free training opportunity mentioned at a previous State of Michigan training he attended that free NIMS courses could be taught by the TEEX group/FEMA. Becker submitted required paperwork and Clare County was selected for these course, Becker advised that sign up was on MI-TRAIN site and it is "First Come First Serve" so people need to sign up ASAP. Becker also handed out to the group the MI-TRAIN registration instruction sheets for all these courses.

**Action:** Dates are as follows; ICS300 September 12<sup>th</sup>, 13<sup>th</sup>, 14<sup>th</sup> 2016 8A-4P, ICS400 October 17<sup>th</sup>, 18<sup>th</sup> 2016 8A-4P, MGT ICS Reports/Forms Class September 12<sup>th</sup>, 2016 8A-12P Location CCTC Boardroom, Lunch on your own. Flyer attached.

**Agenda Item #4: Region 6 "Michigan Pharmacy Stockpile" Local plan.**

**Discussion:** At this time there is little information from P.H. More will be coming in the future.

**Action:** N/A

**Agenda Item #5: Clare County Basic Plan update, Becker explained to the group that the "Clare County Basic Emergency plan" had been recently updated 12/2015 and new public version was uploaded to the [WWW.ClareCo.net](http://WWW.ClareCo.net) website for viewing. The strategic copy of the plan is not public information and was in the department EAG book and specific disciplines copies. Becker also informed the group as to recent FOIA requirements and legal opinions that 302 Haz Mat sites information can be FOIA'd other than secret or strategic information which is not FOIA able, Citizens have the right to know what's in their backyards according to legal.**

**Discussion:** N/A

**Action:** Please view on website.

**Agenda Item #6: HSGP 2016 Project Motions.**

**Discussion:** Motion number 1, Replacement of old ID system at the cost of \$7,500.00 from Richardson's Office Systems Grand Rapids, Mi.

: Becker described the age now nearly 10 years old and the ongoing maintenance expense of keeping the old machine running and this would also give us a backup with the old machine as a spare. Further machine is used countywide to create Public Safety Personnel ID's.

Motion#2 Replacement of (1) VHF Fire Base Node in CCSD/911 Radio Room, Becker explained that this was the oldest of the VHF nodes and this would place the older VHF nodes into reserve, existing node is appx. 13 years old. Becker and Brubaker described to the group what had been replaced recently in the equipment lease upgrades and this component was not included due to cost.

Motion# 3 Replace the 13+ year old UHF Repeater located at North Communications/West lawn Tower, and move existing UHF Repeater to CCSD for use as a Corrections repeater to provide better coverage, Note this is also a Law Enforcement related project, Motion# 4 Is a "Cleanup Project" to replace/augment the older 800MHZ Handheld radio cache. Much discussion took place regarding this project as to Models, Dual Band 800MHZ/VHF costs etc. After some discussion the group wanted to add to the Motion a point of buying Dual-Band if possible, Becker added that to the motion also discussion about rotating the existing radio cache into the law enforcement, Becker advised D. Saad to stop at EOC/EMD Office and pickup radios to begin rotation.

**Action: #1 Motion Approved, Motion#2 Approved, Motion#3 Approved, Motion#4**



Approved. Motions/Votes attached for review also.

**Agenda Item #7: 2016 May Drill/Exercise.**

**Discussion:** Becker informed the group that he would be designing a Communications drill date TBD in May to test the Auxiliary dispatch system located at CPD complex in Clare. Equipment is relatively new and we need to test those systems and capabilities. Becker asked about the previous exercise design group and also would use some of that list as this exercise was a 911 Dispatch centered exercise not all members would be needed also there would only be two to four meetings planning's to get ready. Becker will be developing the MSEL and forwarding out with invitations also he will be going over some dates for this event. MJ Beal asked not to be on this group as she has exercises to get ready for hospitals and would be collaborating with Beck.

**Action:** Group development under way and proceeding.

**Public Comment:** Cindy Havens/ARC introduced Kathy Anderson a new local ARC representative, Havens also described the current and ongoing response from ARC to the Flint Water Crisis. She also highlighted donation locations and needs for this event, Becker also added EMHSD's response efforts to this to date. Jason Johnson introduced himself from Public Health also and his position with CMDHD.

**Announcements:** Upcoming classes/ Flyers shared and posted and included with correspondences.

**Future Agenda Items:** 2016/May Exercise Planning.

Adjourn: 1<sup>st</sup>\_Pirnstill 2nd \_\_Beal.

**Next Meeting:** April 26<sup>th</sup>, 2016 CCTC 9:00AM.

**Minutes Prepared By:** J. Becker/ Approved 04/26/2016.