



## Meeting Minutes for Clare County LEPC/LPT Board

Date/Time of Meeting: **January 28<sup>th</sup>, 2020 09:00hrs.**

Location of Meeting: **CCTC Meeting Room**

**Members Present:** Jerry Becker/CCEMHS, Chris Damvelt/HFD, Lt. Don VanBonn/CCSD, Brett Hanson/MMR, Marlana Terrain/CC911, Tom Pirnstill/CCTC, Kevin Tubbs/GTFD, Richard Gott/GTFD, Melissa Deroche/CMDHD, James Chapman/CFD, Josh Lator/MSP, Toni Prabucki/MDHHS, Dave Williams/STFD, Carl Schafer/STFD.

**Guests:** Gordon Mason

**Approve Agenda:** 1<sup>st</sup> Pirnstill 2<sup>nd</sup> Lator

**Review and Approval of Minutes:** 1<sup>st</sup>.Damvelt 2<sup>nd</sup> Deroche.

**Changes Noted:** None

**Public Comment:** None

**Introductions:**

**Old Business Items:** None

### **NEW BUSINESS:**

#### **Agenda Item #1: Region 6 HSGP Local Allocation**

**Discussion:** FY19 \$21,815.00. Becker advised that HS money was cut nationwide appx. 10% for FY19, However he was advised that a \$5Mil. Increase is slated for next year. Becker advised the group that current local projects include; Dive Team Equipment/Training, And 800MHZ radios for Law Enforcement. These projects are moving forward and we should be placing orders shortly. FY18 AAF for 800MHZ radios which include a handheld radio for each fire department, and the remaining radios to law Enforcement will be submitted back to back with the FY17 radio order.

**Action:** FY17 \$24,638.00, FY18 \$24,160, FY19 \$21,815.00.

#### **Agenda Item #2: 2020 HMP Hazard Mitigation Grant Application/Plan update due August 2021**

**Discussion:** Becker reported to the group that he and the CEO/BOC Chair had signed the grant application intent letter recently. Grant is for \$40,000.00 with an In-Kind match of appx. \$17,000.00. The In-Kind Match is countered by participation I.E. Travel expenses etc. by participating agencies.

**Action:** Becker is working with Bill Ernat at EMCOG to develop the new plan. Ernat did the last plan and is familiar with our plan. Becker will be going out to MTA future meetings etc. to solicit help with the plan.

#### **Agenda Item #3: DHS CIKR Assessment Requirements.**

**Discussion:** Becker informed the group as to the DHS CIKR Assessment tool that he recently was trained on in Isabella County. CIKR assessments will be used to catalog local Critical Infrastructure for identifying where Homeland



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Security grant dollars will be distributed. This process has six identified CIKR categories for each annual submission, the first due in June this year. Becker outlined what CIKR sites may be involved such as Schools, Power Generation, and Water/Sewer Plants. The local CIKR data will be aggregated to the Regional CIKR assessment and then forwarded to DHS.

**Action:** CIKR assessments have begun and will continue through CCEMHS at a local level

### **Agenda Item #4: Cyber/Active Threats Report**

**Discussion:** Becker described examples of Phishing attempts that are taking place daily in all of our agencies. We need to educate our employees about malicious emails, and not to open anything that they don't recognize or trust. Becker explained to the group that 211 West Michigan rolled out their cyber security program at the HSPB Meeting recently. This program was developed to help take the call load off the local police departments and Local 911 centers. These are calls of the non-criminal complaint cyber and phone fraud activity. There is a related training piece to this that will be made available to 911 centers in the future.

Malware threats were discussed and the dangers of social media phishing. The dangers of video downloading from media sites, and provide an easy portal into your systems. Lt. Lator added to the discussion in regards to apps such as Tick Toc that have opened up government computer systems to attacks recently. Agencies such as the US Air Force and local law enforcement agencies have been compromised. BYOD (Bring your own device) are also threats causing issues and are being screened out in many agencies. Local business and industry have been attacked recently and some examples were given. Ransomware remains a major threat, and causes serious damage to systems. Others in the group shared some of the security measures that are being implemented at their respective agencies. CMDH Deroche explained the phone scams targeting groups especially seniors are prevalent. The spoofing of phone numbers has made this even more dangerous. Lt. Lator outlined the use of a specific email account that can be incorporated within an email system. IT sets up "Abuse at whatever" email drop box style account. Staff can then be educated to not open but forward these potentially malicious emails to the drop box. These emails can then be analyzed by IT to look for trends and patterns, and actions to be taken.

**Action:** Training and education remains our best tool to help fight these attacks, Technology will not fight this alone.

### **Agenda Item #5: LEPC/LPT By-Laws Amended Draft Review**

**Discussion:** Becker explained that we had not addressed the By-Laws recently and they need updating. Becker made some changes prior to this meeting, and he had forward those changes highlighted in a draft document to the LEPC/LPT Board. Questions were posed as to the definition of the LEPC (Local Emergency planning Commission) and LPT (Local planning Team) by members of the board. Becker explained that there are two different groups, The LEPC and the LPT. In some jurisdictions such as our county we have combined both groups to be more efficient. The LEPC is the planning body that oversees local planning and hazard identification to name some of the tasks. The LPT Local planning Team is the actual voting governing body that decides on such matters as; local grant dollar distribution and project identification. Becker advised the group to also refer to the By-Laws document for further clarification.

**Action:** Please review the changes highlighted in the draft document and report back to Becker prior to the next meeting.

### **Agenda Item #6: Selection of new Vice-Chair of LEPC/LPT**

**Discussion:** Lt. Williams/CCSD was the Vice-Chair but had left and taken a position in



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Osceola County.

**Action:** Nominations were requested, Marlana Terrian was nominated by CCTC Tom Pirnstill and she accepted. A unanimous voice vote was taken, and Terrian was approved to the Clare County LEPC/LPT Vice-Chair position. Term runs from January 2020 through January 2022, Motion attached.

**Roundtable Discussion:** Becker advised the group that any correspondence he receives between meetings is forwarded. Becker advised that he has met with some of the industry representatives. Becker and other public safety agencies have provided training for Cyber and Active Threats. Becker briefed the group as to recent communications with Advance Battery in Clare and Lear Corporation. Advanced Battery had nothing new to report. Lear Corporation advised that they have exhausted their search at this time for a new EHS coordinator, and they would be potentially looking to an outside firm to provide those services moving forward. CCTC Tom Pirnstill explained the new bus purchases taking place to replace older busses. Pirnstill explained the new millage request on the upcoming ballot for CCTC. M. Deroche informed the group as to the Flu vaccine availability at the local health departments. She also reminded the group as the Flu Virus continues to be a main concern this time of year. Deroche explained the current Coronavirus precautions and actions being taken. Additional travel concerns to and from China were outlined. Chief Damvelt added that HFD was working on plans to purchase a new fire tanker, and ISO rating process.

Chief Tubbs informed the group as to the new Michigan Eagles Rec Center Lodge is up and running in Lake. Garfield Winter Festival is taking place February 22<sup>nd</sup> and he provided brochures.

Chief Chapman advised the group that the Clare City Manager and DPW Director were both retiring soon. Chief Chapman said more development along the North Clare business 27 corridor is taking place. Two Clare firefighters are taking training in Isabella County, and two more recruits were recently added to their roster. Chief Chapman outlined the recent gas leak in downtown Clare, and working with DTE during the repair process.

Lt. VanBonn spoke about the two new deputies being trained and moving forward. MMR B. Hanson explained the new installation of the new Power Cots in most MMR ambulances. This should make it safer for both patients and crews, and reduce lifting related injuries.

MSP J. Lator reported on new cubs, and FTO training. A new recruit school started on January 26<sup>th</sup>. Lator reminded the fire departments that if you need a fire investigator please call MSP operations. He reminded the fire group that Arson Dogs are available upon request.

Air assets, EST teams etc. are available through MSP, and please run those requests through him. This process works better than going directly to operations. This will help prevent duplication of services and resources.

Marlana Terrian CC911 advised that she has two new dispatchers in training and she has been filling, and continues until they are back up to full staffing. A recent 911 outage was briefly discussed from last month and would be further discussed in upcoming 911 meeting.

**Public Comment:** None

**Announcements:** EOP Action Item for April 21<sup>st</sup>, 2020 meeting is EOC



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**Operations/Activation test.**

**Future Agenda Items:** Exercise planning discussion for 2020 County Exercise.

**Adjourn: 10:15Hrs.**

**Next Meeting:** April 21<sup>st</sup>, 2020 CCTC 09:00hrs.

**Minutes Prepared By:** J. Becker CCEMHS