

**BURKE COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
February 13, 2018**

Meeting Minutes

- Meeting was called to order by Chairman, Mike Willis at 1302 hours.
- Introduction by all Members and Guest Present- Josh Mashburn, Rebecca McLeod, Paul Phillips, Michelle Oterlo, Charles Avery, Spring Byrd-Williams, Keisha Springs, Beth Anderson, Michael Willis.
- Mike Willis went over the grant awards received in Burke County:
 - Swift Water Rescue Exercise: TTX/FSE 2018
 - SAR Exercise: FSE April 12-15 (6 OP periods) – bids received
 - SWR inflatable boat from DPR 8 – bids received
- Mike Willis went over the upcoming DPR 8 projects: 3 prime movers
- Mike Willis explained about the o continued work with long term care facilities on EOPs and exercise
- Mike Willis updated on the EM Building at the landfill area
- The group updated emergency shelter locations and information
- Mike Willis talked about the Spring EM Conference that he is attending March 25th – 30th, 2018;
- Mike Willis told the group about a free Regional Opioid Training on February 15th; he talked about the statewide hurricane exercise on April 3th and 4th which will take a western path; and he talked about the upcoming World Equestrian Games being held in Tryon on September 11th – 20th, 2018.
- The group discussed the by-laws changes needed. The by-laws were sent out ahead of time and any additional changes before the final draft is approved. The group discussed the changes:
 - Section 1: A. Add “Elected”
 - Section I: L. Delete – duplicate to A
 - Section 7: change seven days to fourteen (14) days
- The draft was approved unanimously and will be sent to the Commissioners for approval from our committee.
- Mike Willis asked the group for volunteers for a local Incident Management Team. All LEPC members are eligible. A person would need to commit to complete adequate training, routine exercises and local activations. Please let Mike know if able to participate.
- Mike Willis explained that there is no Tier II reporting to date for this meeting to report. The Tier II LEPC Grant 2017 (\$1,000) was used to purchase ICS Field Kit and Emergency

Preparedness Guides for public awareness programs. Church groups is an example of where it will be distributed.

- He also reported for the Tier II LEPC Grant 2018 (\$1,000) – he is asking for ideas for use of this money. Please let Mike know about ideas, needs to be about hazardous materials. The state is pushing counties to be All Hazard LEPC; however, funding and legislation revolve around hazardous materials.
- Under new business, the group discussed about having a County Ag Safety Day- this could be where fire extinguisher, first aid, farm safety, and other topics could be given.
- Rebecca, Spring, and Cecil agreed to be on a planning committee which would meet on March 6th from 9-10 am at Cooperative Extension to discuss.
- SAFT is hosting a Health Fair on 3/16/18. There will be presentations, displays, and other events for employees that day.

The committee members who were cleared ahead of time for security, toured the SAFT facility after completion of other agenda items.

The next meeting will be August 14th, 2018 at the Burke County Sheriff's Office.

Meeting adjourned at 1555 hours.

Submitted by Rebecca McLeod