

**LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)**  
**MEETING MINUTES**

Wednesday, February 15, 2023 - 1:00 p.m.

Howard Male Conference Room

The Alpena County Local Emergency Planning Committee (LEPC) met on Wednesday February 15, 2023, at 1:00 p.m. in the Howard Male Conference Room.

<b>MEMBERS PRESENT:</b>	Chair – Alpena County Board of Commissioners Director of Emergency Management and E911 Services Assistant Director of Emergency Management and E911 Services NE Mich Medical Control Representative Alpena City Fire Department Alpena County Sheriff Alpena Public Schools MSP Alpena Post Director, Alpena County Road Commission Chief, Alpena City Police City of Alpena Elected Official Representative	Burt Francisco Kim Elkie Al Rapson Nick Harrison Rob Edmonds Erik Smith Lee Fitzpatrick John Grimshaw Ryan Brege Eric Hamp Mike Nowak
<b>MEMBERS ABSENT:</b>	MidMichigan Medical Center Representative Coordinator EMHSD, MSP District 7 Alpena County Fire Representative Public Health Representative, District 4 Alpena County 911 Lead Dispatcher	Paige Armstrong Lt. Michael deCastro Hanna Trelfa Nic Modrzynski Rory Sherwood
<b>OTHERS PRESENT:</b>	Kim MacArthur, County Board Assistant Bob Sutton, CRTC Steve Barber, CRTC	

Chairman Francisco called the meeting to order at 1:00 p.m.

Chairman Francisco introduced himself to the Committee as the new Commissioner for District 6.

Motion to approve the agenda was made by Lt. Grimshaw and supported by Brege. Motion carried.

Motion to approve the minutes from the December 8, 2022 meeting was made by Harrison with support by Nowak. Motion carried.

Chairman Francisco asked the group for introductions and thanked all public safety partners for their participation.

Emergency Manager/E911 Director Kim Elkie was given the floor by the Chair.

Director Elkie reported she had invited members from the CRTC to attend this meeting as discussion was to be made on the DPI Off-Site Response Plan and as our hazmat partners, they would be important voices in the conversation.

Director Elkie presented DPI's Off-Site Response Plan for review and approval. There were a few items lacking in the plan as of December, but DPI has helped to provide the information needed and the plan is now complete upon committee review. Chairman Francisco asked Director Elkie to go through the document to provide points of emphasis to be brought to the Committee's attention. Director Elkie did a full disclosure on the reasoning behind the plan and stated that the chemicals behind the reasoning for the plan were located at the biorefinery and have since been removed, but the plan is still required. Director Elkie reported that DPI has been very helpful and cooperative with the creation of the plan. Should DPI ever need another plan, most of the work has already been done. Chief Edmonds reported he will make this plan available for officers.

Motion was made by Lt. Grimshaw and supported by Chief Edmonds to approve DPI's Off-Site Response Plan as presented. Motion carried.

The three sites in Alpena County that currently require a plan are DPI, Besser, and Frontier. Director Elkie will enter DPI's plan into the CAD system and once Besser and Frontier's plans are reviewed and approved, they will be entered as well.

Chairman Francisco inquired if the CRTC has a similar site plan with the Airport manager. Steve Barber reported they do work with Airport Manager Steve Smigelski and have plans and exercises in place. The CRTC also has mutual aid agreements with all fire departments in the County.

Director Elkie stated she had sent out the meeting schedule for the year and the next meeting will be on April 19, followed by July 19 and October 18. At the next meeting she would like to review bylaws and Committee membership as it is recommended to have representatives from facilities subject to reporting on the Committee.

Chairman Francisco inquired about consolidation of the LEPC and LPT meetings as they are very similar. Director Elkie's only concern was that the LPT meeting is not public but if there are certain topics to discuss the Committee could go into closed session.

Chairman Francisco reported in approximately 2019 there was a grant that helped bring a gentleman whose daughter was the victim of a school shooting to Northern Michigan do a presentation on a training program he developed. He asked Director Elkie to see if something like this was still available. Lee Fitzpatrick reported the schools have a good plan in place, they have worked with local law enforcement, and have quarterly meetings to discuss school safety.

Chairman Francisco went around the group for comments.

Motion to adjourn by with support by all. Motion carried.

The meeting adjourned at 1:31 p.m.

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Burt Francisco, Chairman

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Kim Elkie, Director of Emergency  
Management and E911 Services

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