

Morrow County Local Emergency Planning Committee
Port of Morrow Building, 2 Marine Dr. Boardman, Oregon
September 18, 2012

Attendees 18

Good Standing Facilities: 12

Cindy Burrigh, **Boardman Foods**; Marc Rogelstad, Suzanne Gray; **Boardman Rural Fire**; Kim Cutsforth, **City of Heppner**; Dave Nevin, **ConAgra Foods**; Renee Yocom, Zach Yocom, **Morrow County Fair**; Steve Myren, **Morrow Co Sheriff**; Mike Garrett, **PGE**; Kevin Gilbertson, **Port of Morrow**; Bill Langley, **Reclaim**; Don Kennedy; **Watts Brothers – ConAgra Foods**; Elizabeth Morris, Robert Schilling; **Calbee North America**; Wendy Koenig, Douglas Jones, Michael Runyon, **Veterans Administration**

Not in Good Standing Facilities: 1

Chris Greenhill, **Department of Homeland Security**

Meeting called to order at 10:03 am.

- A. Elizabeth Morris** made motion to approve minutes from July 17, 2012 LEPC meeting. **Dave Nevin** seconded the motion. All were in favor; none were opposed.
- B. New members** introduced:
- Wendy Koenig, Michael Runyon, and Doug Jones are with Morrow County VA Clinic which is a Virtual Medical Clinic for Veterans Administrative at the Port of Morrow building – Suite 103. Wendy assists the VA doctors in Walla Walla or Portland via two way audio visual conferencing so that veterans don't have to drive to the centers.
 - Kim Cutsforth, City of Heppner

Membership applications are available as the last page of the Bylaws & Constitution of this group at the following link.

http://www.oregon.gov/OSP/SFM/docs/LEPC/Morrow_Co_LEPC_Bylaw_Constitution_11_18_10_rev2.pdf

Please complete the form and 1) send it **electronically to the Information Coordinator** or 2) bring a **print out** to the next LEPC meeting. The Oregon Office of the State Fire Marshal website has several resources for this committee including contact information for current officers of local committees. http://www.oregon.gov/OSP/SFM/Local_Emergency_Planning_Committees.shtml

C. Chair report.

1) Subcommittee concerns

- a) Planning Subcommittee: Elizabeth Morris is the only confirmed member of the subcommittee at this meeting. Robert Schilling and Dave Nevins were original members of the Planning Subcommittee. Jim McAllister has moved to the Hermiston plant and is no longer the chair of this subcommittee.
- b) Information/Membership Subcommittee: Travis Hyder is the only member still active in Morrow County LEPC. Travis is not available today.
- c) Training Subcommittee: Dave Winters is the current chair but unavailable today.
- d) Emergency Response Subcommittee: Loren Dieter is named chair but not available today. **Mike Garrett** said the Mark Rotter of PGE is interested in working on the Emergency Response subcommittee.
- e) Confined Space Subcommittee: **Mike Garret** is the chair with Kevin Gilbertson and Marc Rogelstad as members. Oregon OSHA will be sending revised regulations January 1, 2013. PGE legal department will allow the emergency equipment trailer. The subcommittee is developing a system to loan the emergency trailer with advance notice.
- f) The following is the list **Don Kennedy** referenced for subcommittee participation.
 - (i) Planning- James McAllister, Chair; Dave DeMayo, co-chair; Marty Broadbent, Marc Rogelstad, Dave Marsing, Dave Nevin, Liz Morris (Robert Schilling named in 11/29/10 LEPC website list).
 - (ii) Information- Travis Hyder, Chair; Maria Duron, Ted Lieurance, Billie Jean Morris and Suzanne Gray.
 - (iii) Training- Dave Winters, Michael Runyon, Mike Carrow, Adam Cole and Zack Barresse.
 - (iv) Emergency Response- Supervisors with Sheriff's Office, Boardman Police, Boardman and Irrigon Fire and Morrow County Emergency Management.
 - (v) Confined Space formed 1/24/12 Mike Garrett, Chair; Kevin Gilbertson, and Kerri Deal

2) Membership applications

- a) **Suzanne Gray**- received applications from Wendy Koenig, Douglas Jones and Kim Cutsforth today.

3) Training attendance

- a) **Liz Morris** attended the August 16, 2012 Confined Space presentation at Blue Mountain Community College.

4) *Facility posting for volunteer firefighters.*

- a) **Cindy Burright** –Boardman Foods invited Boardman Fire to present volunteer information. Applications were given out but none submitted. Fliers had been enclosed in payroll encouraging involvement.
- b) **Steve Myren**- mentioned that volunteerism is at an all-time low. The numbers of hours needed to qualify often deters many volunteers.
- c) **Mike Garrett**- mentioned the possibility of training at the businesses for four hours once a month to facilitate participation.
- d) **Don Kennedy** – stated that his business posted fliers and offered opportunities for workers to volunteer. However in-facility trainings lasting up to four hours a shift may not be feasible.

5) *Emergency Alert System/Incident Notification*

- a) **Don Kennedy**- touched on Kristi Wheeler-Johnson's requirements needed to implement the Emergency Alert System. Don suggests that representatives attend the next meeting prepared with names, phone and fax numbers to submit for this process. Travis Hyder is developing a spreadsheet. **Steve Myren**- requested a final copy for Dispatch reference. **Don Kennedy** said a compiled list will be distributed to LEPC members.
- b) **Steve Myren**- discussed the free smartphone app ALARM BOX which overrides 'silence' mode when a text including a buzz word is received.

6) *Officer Elections.*

- a) **Don Kennedy**- said that Sue Otjen will review the roles of each officer and subcommittee after elections next meeting. Don also asked if anyone was interested at this time in the positions coming available. No response given.

7) *Upcoming training opportunity.*

- a) Enhanced Threat & Risk Training-MGT 315. October 10, 21012 in Portland, Oregon. Contact: Kelly Jo Craigmiles (503) 378-2911-x-22246

D. New Business

- 1) **Cindy Burright**- asked about process of reporting communicable diseases. **Steve Myren** recommended contacting the County Health Department to receive advice and possible boilerplate template for notification.

Discussion held regarding moving the next meeting date. Due to availability of space, the next meeting will be held on the third Tuesday of November as originally scheduled.

Meeting adjourned at 10:35 am

Next meeting: November 20, 2012 10am in the Riverfront Room at the Port of Morrow Building