



MINUTES

November 14, 2011

10:30 am – 11:45 am

Oregon Coast Community College – Community Room
400 SE College Way, South Beach, OR. 97366

Introductions – Those present at meeting:

1.) Lola Jones, 211 Linn-Benton-Lincoln County, 2.) Jenny Demaris, LCSO, 3.) Lisa Clarke, ACS, 4.) Larry Robeson, Toledo Fire Department, 5.) Don Baker, North Lincoln Fire, 6.) Rick Brown, NOAA – NWFSC/HMSC, 7.) Jamila Freightman, LC HHS Americorps VISTA, 8.) Jerry Palmer, Lincoln City Police, 9) Dean Sawyer, Siletz Tribe, 10) Rob Murphy, Newport Fire Department, 11) Tracy Shaw, Seal Rock Fire, 12) Sue Otjen, Oregon State Fire Marshall Office, 13) Don Pettit, Oregon-DEQ

Discussion - This LEPC meeting was focused planning efforts for 2012 to include the review and discussion of:

- A. LEPC Overview/Requirements:
 - NIMS LEPC Fact Sheet
 - What it means to be an LEPC member, State of Oregon Reference Document
 - Lincoln County LEPC Bylaws
 - Mid-Valley LEPC Annual Presentation
- B. How do we want to function? What do we want to Accomplish?
 - Goals?
 - Workgroups?
 - Timelines?
 - Membership?
- C. Agenda Structure
 - Mid-Valley Agenda Example
- D. Meeting Frequency, Time Length, Location
- E. Communication Methods

Recommendations - The following was agreed upon and will be presented at the December meeting for review and approval:

- A. 2012 Goals
 - EHS Facilities Identification and Plan Review
 - (1) Request Copies of Plans
 - (2) Prioritize for Review
 - (3) Review and Assist with Enhancements as Needed

- Membership
 - (1) Identify Active Members
 - (2) New Member Orientation
 - (3) Attendance Requirements (OSFM)

- Training
 - (1) Plan Development
 - (2) Consequence Analysis
 - (3) Haz Mat Response – Team Integration (2012 Grant)

- Public Outreach
 - (1) Communicate what is available to public
 - (2) Promote at local emergency preparedness events

B. Meeting Schedule/Frequency

- Communicate General Info in Advance via Email
- Change to Monthly to Accomplish 2012 Goals
- Option(s) – Split Meeting into 2 Sections, General Information and Workgroups or ??
- Consider Rotating or Stay In Central Location?

C. Agenda and Meeting Facilitation

- Agency Updates and Name Plates
- Workgroup Reports

Next Meeting - Monday, December 12th, 2011 at 10:30 to 12:00, Oregon Coast Community College

Respectfully submitted,

Jenny Demaris
LCSO Emergency Services Coordinator