

Morrow County Local Emergency Planning Committee Meeting
Port of Morrow building, 2 Marine Drive, Boardman, Oregon
March 16, 2010

Present: Michael Runyon, **AIA**; Cindy Burright, **Boardman Foods**; Marc Rogelstad, Marty Broadbent, Suzanne Gray, **Boardman Fire**; Karen Pettigrew, Dave Winters, John Zeiler, **City of Boardman**; David DeMayo, **City of Heppner**; Kevin Gilbertson, **Columbia Improvement District**; Dave Nevin, Mike Carrow, James McAllister, **ConAgra**; Dave Marsing, **Morrow Cold Storage**; Maria Duron, **Morrow Co. Emerg. Mgmt.**; Trent Harrison, **Morrow Co. Grain Growers**; Steve Myren, **Morrow Co. Sheriff Office**; Justin Schumacher, **Oregon DHS Public Health**; Mike Rogers, **Oregon Potato**; Lyndon Jones, **Pacific Ethanol Columbia**; Ted Lieurance, **Parks & Recreation**; Dan Turley, Jeff McCauley, Mike Garrett, **PGE**; Robert Schilling, **RDO-Calbee Foods**; Travis Hyder, Don Kennedy, **Watts Brothers**

Call to Order: 10:00 am

- A. Printed minutes from the January 19, 2010 meeting reviewed
 - a. Motion to accept previous meeting minutes as presented made by Dave DeMayo
 - b. Motion seconded by Dan Turley
 - c. Motion carried unanimously
- B. Correspondence
 - a. Marc Rogelstad discussed proposed Communication Special District on upcoming ballot.
 - b. Dan Turley with Coyote Springs PGE presented annual Public Awareness of Gas Line program.
 - c. Dave Nevin with ConAgra presented annual Public Awareness of Gas Line program.
- C. Chair report
 - a. Quorum needed to ratify Constitution and By-laws and conduct business
 - b. Subcommittee responsibilities- Determine where and how often they will meet.
 - c. Determine what their respective goals are for the rest of the year.
 - d. Subcommittees need to meet and briefly report goals
 - e. Consistent availability of members for regular meetings
- D. Final Draft of LEPC Constitution and By-Laws
 - a. 27 total member facilities with 17 represented facilities today. This is the first meeting for two of these representatives. Individual member applications submitted today. Qualified represented facilities total 15 today which qualifies as 50% or more in attendance and a quorum.
 - b. Marc Rogelstad made a motion to approve the Morrow County, Oregon Local Emergency Planning Committee Constitution and By-Laws. Dave Nevin seconded motion. The motion passes unanimously.
 - c. Co-Chair Don Kennedy signed the document this 16th day of March 2010.
- E. Sub-Committees up-date and member identifications
 - a. Communicate meeting times with Chairperson of LEPC
 - b. Planning Sub-Committee members include Chair James McAllister, Co-Chair Dave DeMayo, Marty Broadbent, Marc Rogelstad, Dave Marsing, Dave Nevin and Liz Morris.

- c. Information Sub-Committee members include Chair Travis Hyder, Co-Chair Maria Duron, Ted Lieurance, Billie Jean Morris and Suzanne Gray.
 - d. Training Sub-Committee members include Dave Winters, Michael Runyon, Mike Carrow, Adam Cole and Zack Barresse.
 - e. Emergency Response Supervisors have not been specifically named but the positions are with Sheriff's Office, Boardman Police, Boardman Fire, Irrigon Fire, Morrow Co. Emergency Management.
 - f. Dave DeMayo reported that the Planning Sub-Committee met with Bill Brauer of the Office of the State Fire Marshal February 16, 2010 at ConAgra Foods' main plant in Boardman. The process to review emergency plans was explained. Current goal is to review a plan every other month after receiving software from OSFM.
- F. Questions or Comments
- a. Dan Turley will draft membership criteria section for the Constitution and By-Laws document
- G. Adjourn 10:48 am

Next meeting scheduled for Tuesday, May 18, 2010 at 10:00 am

Previous meeting agendas and meetings are on the OSFM website at the following link:
http://www.oregon.gov/OSP/SFM/Local_LEPC_Information.shtml#Morrow_County_LEPC