

Morrow County Local Emergency Planning Committee Meeting
Port of Morrow building, 2 Marine Drive, Boardman, Oregon
January 19, 2010

Present: Jerry Johnson, **Boardman City Council**; Suzanne Gray, **Boardman Fire**; David DeMayo, **City of Heppner**; Kevin Gilbertson, **Columbia Improvement District**; Dave Nevin, **ConAgra**; Renee Yocom, **Morrow Co. Fair**; Kristi Wheeler-Johnson, **Morrow Co. Health Dept.**; Trent Harrison, **Morrow Co. Grain Growers**; Justin Schumacher, **Oregon DHS Public Health**; Mike Rogers, **Oregon Potato**; Bill Brauer, Scott Goff, **Office of State Fire Marshal**; Michael Runyon, **Pacific NW Motor Park**; Dan Turley, **PGE**; Elizabeth Morris, Robert Schilling, **RDO-Calbee Foods**

Call to Order: 10:08 am

- A. Printed minutes from the October 20, 2009 meeting reviewed
 - a. Motion to accept previous meeting minutes as presented made by Michael Runyon
 - b. Motion seconded by Dave DeMayo.
 - c. Motion carried unanimously
- B. Correspondence
 - a. Bill Langley steps down from Planning Subcommittee
 - b. Many ConAgra, Morrow Cold Storage and Watts Brothers representatives out of town
- C. Guest introduced
 - a. Bill Brauer - Community Planning Coordinator, Office of State Fire Marshal
- D. Chair report
 - a. Quorum needed to ratify Constitution and By-laws and conduct business
 - b. Concerned group assistance will be lost without full participation
 - c. City of Boardman continues
 - i. Creating an Emergency Plan
 - ii. Establishing an alternative Emergency Operations Center
 1. Phone system options under review
 - d. Umatilla County is planning a volcanic Mass Casualty Drill in the near future.
 - e. Jerry Johnson is still working on rail scenario as a Hazardous Materials Drill.
- E. Membership comments and suggestions - none at this time
- F. Final Draft of LEPC Constitution and By-Laws
 - a. Thank you to Dan Turley for review and compilation of document
 - b. Discussion on setting parameters on quorum
 - i. One vote per represented facility/organization
 - ii. Extremely Hazardous Substance facilities report to EPA and federal law mandates their participation in LEPC.
 - iii. Dan Turley to present revised language regarding a quorum
 - iv. Dave Nevins suggests determining a meeting based upon quorum of positive RSVP responses.
 - c. Members in good standing discussed
 - i. If facility is not represented in two consecutive meetings, it is no longer in good standing and therefore unable to vote at meetings.

- G. Sub-Committees up-date and member identifications
 - a. Necessary to communicate meeting times with Chairperson of LEPC
 - b. Difficult to evaluate plans if LEPC is not formalized with sub-committees.
- H. Questions or Comments
 - a. Liz Morris is willing to call people on contact list and remind them of meetings.
 - b. Bill Brauer will conduct Planning Committee training from 1:30 – 3:30 pm on Tuesday, February 16, 2009 at the ConAgra Main Plant in Boardman. You may contact him at bill.brauer@state.or.us for further information.
 - c. Bill Brauer encourages an Outreach Committee to inform the general public.
 - d. Bill Brauer to make table tents with member name and organization listed.
 - e. Dave Nevins with ConAgra would like to conduct annual Public Awareness of Gas Line presentation at the March 2010 meeting.
 - f. Dan Turley with Coyote Springs PGE would also like to perform annual Public Awareness of Gas Line presentation at the March 2010 meeting.
 - g. Kristi Wheeler-Johnson reported
 - i. H1N1 response is still activated, vaccine is available at Health Department
 - ii. Boardman Flu Clinic in the fall of 2009 was very positive and met goal
 - 1. More than 300 people vaccinated in 40 minutes
 - iii. Local public health needs LEPC for community response partners
- I. Adjourn 12:23 pm

Next meeting scheduled for Tuesday, March 16, 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