



WINNEBAGO COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE

MEETING MINUTES MARCH 30TH, 2018

Members and Guests Present:

Jeffrey Brown, OSF St. Anthony

Jeff Clark, WIFR

Dan Engelkes, RMTD

Theresa James, WCHD

Suzanne Longacre

Michelle Pankow, Rockford Fire Dept.

Matt Warneke, Trans Environmental, Ltd.

Roger Daws, OSF Lifeline

Gary Kovanda, Attorney

Kevin Carr, Westshore Pipeline

Charles Corley

Ehrentreu Geza, Viking Chemical

Melissa Kotrba

Shaun Newell, IEPA

Tom Pratt, Swedish American

Health System

Robert Bland, ILNG

Welcome: The Chairman, Charles Corley called the meeting to order at 8:10 a.m. Attendees introduced themselves.

Minutes and Secretary's Report: No minutes. Jeff Brown discussed last month's meeting discussion. There was a brief discussion on the conference and last year's report (After Action Report) in regards to the grant funds.

The application for membership for Major Bland was briefly discussed. Jeff Brown motioned to approve membership, Sue Dobson seconded the motion and the motion passed.

Treasurer's Report: There is currently no Treasurer. Chuck Corley is temporarily doing Treasurer duty. No figures for PayPal yet. Alpine Bank balance is currently \$15,837.49. There has been little activity. Jeff, Scott and Chuck are signed on the account following policy. When a new treasurer is named Jeff will come off and the new treasurer will be added.

\$1,000.00 was paid to Giovanni's to reserve the facility. Balsley Printing was paid \$1,322.92.

A budget for the LEPC is in process and almost complete.

Compliance Committee: Gary Kovanda went over the Open Meetings Act training that all members must complete.

Tier II update: Scott has received approximately 60 Tier II reports as of the middle of the week.

Events Committees:



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Conference Committee: Sue Dobson reported that the conference is pretty much set. She asked that reminders be sent out to all contacts w/brochures attached. Currently, there are 77 registered without speakers. The final planning meeting will be on-site April 9th. There are still some slots open on the volunteer list.

A photographer and photographs were discussed. Ideas included taking pictures with cell phones and uploading the pictures somewhere. Shaun will talk to A/V about a program to post pictures to a screen. Michelle may be able to get an investigator for an hour or two. Chuck asked how the pictures would be archived.

Luncheon Committee: The Emergency Plan and luncheon will be at Prairie Street in September. The breakfast is not set yet.

Media/Public Relations Committee: Time to send out 2nd news release is about a week before the conference to try to get some coverage. Alerts via Facebook and Twitter are being sent out. Need to try to get the Chairman and the Keynote Speakers to do media interviews.

Need to get lists updated and put on website. Currently making a list of equipment.

Old Business: Website lists members of the LEPC. Need volunteers to contact people on website to see if they are still interested in being on the LEPC. Jeff Clark volunteered to contact John Chadwick, WREX. Michelle will contact Joe Corl, Dave Lindberg and Zac Oakley; Theresa will contact Woody Fuller; Shaun will contact Jason Hill; and Matt will contact Pete Stankowicz. Lloyd and Kerry Keller have been dropped off.

Old Business: After Action Report-Melissa to check into for the grant.

New Business: April will be the picture meeting. (Member group photo for website.) If anyone hasn't signed up for the conference send Nancy an email.

Motion to Adjourn-Sue Dobson
Seconded-Jeff Brown
Adjourned