



## **Minutes**

**November 15, 2011**

**1400**

### **I. Call to Order**

Rod Bell called to order the meeting of the Northern Kentucky Emergency Planning Committee at 1407, at the Northern Kentucky Water District, 2835 Crescent Springs Road, Erlanger, Kentucky.

### **II. Pledge of Allegiance**

Rod Bell led the pledge of allegiance.

### **III. Roll Call**

#### Present

Jeff Bechtold  
Rod Bell  
Edward Burk  
Mike Flannery  
Rick Ginn  
Eugene Langschwager  
Mike Meister  
Jason Oyer  
Jack Scheben  
John Scheben  
Ron Schneider  
Bob Stark  
William Turner

### **IV. Introduction of Guests**

Stella Barber  
Wesley England  
Steve Hearne

### **V. Approval of minutes**

William Turner motioned to approve the minutes from the May 2011 meeting. Mike Meister seconded the motion. The motion was approved by a unanimous vote.

## **VI. Committee Reports**

### **Planning Committee**

The county EMA offices will be conducting inspections of facilities the beginning of next year. We are trying to insure that all EHS facilities are inspected and insure that new facilities are included.

### **Grant Committee**

Ed Burk stated that on 10/14/2011 reimbursement was received for the Commodity Flow Study in the amount of \$21,520.00. Grant funds were received on 10/18/2011 in the amount of \$9,966.89.

### **Training Committee**

There was discussion on the Governors conference in December. The NKEPC has been given three scholarships to attend. Brad Murphy, Kirk Reinhart and Steve Hensley all expressed interest in going.

There will be training in Campbell County for food importation and transportation.

## **VI. Presidents Report**

Rod Bell stated he was considering establishing a relationship with Greg Howard who is the Technical Security Advisor for the Department of Homeland Security. There was discussion of business representatives participating in other businesses site surveys conducted by Mr. Howard and his group. It was asked that the Secretary send an email out to committee members when inspections will be performed in case anyone is interested in going along.

It was mentioned that the phone company will come out with the fire departments and go through their facilities with sulfuric acid.

There was discussion on environmental reporting enforcement and the fact that some businesses are not reporting. It was suggested that local ordinances for the enforcement of environmental reporting and the actions being taken be reviewed.

There was discussion of the entry of submitted tier 2 forms. A list of Companies who have and have not submitted the forms is needed. A reminder could be sent out to all business who have not submitted their forms on time.

## **VII. Secretary/Treasurers Report**

The beginning balance for May is \$29,125.59. Three checks were written to EHS Resource Group. Check number 1121 on 6/22/2011 for \$8,975.00. Check number 1122 on 7/18/2011 for \$5,975.00 and check number 1123 on 7/28/2011 for \$11,950.00. A check was also written to USA Net Hosting to pay for webhosting. Check number 1124 for \$239.40. On 10/14/2011 there was a deposit of \$21,520.00. This was for the KY Finance Flow Study Reimbursement.

Another deposit was made on 10/18/2011 for KY Finance 2012 Grant Funds in the amount of \$9,966.89. The ending balance for this account is \$33,473.08.

The beginning balance for the Bus account on 5/25/2011 was \$2700.92. Due to the 18 to 20 cents the bank has been charging and a \$5.00 per month dormant fee that began May 31<sup>st</sup> the ending balance is now \$2669.73.

Ed Burk proposed the electronic transfer \$0.01 a month from the checking account to the Bus account to avoid the bank's dormant fees.

Mike Flannery made a motion to approve the Secretary/Treasurers report and the electronic transfer of funds to avoid fees. Eugene Langschwager seconded the motion. The motion was approved by a unanimous vote.

### **VIII. Old Business**

None

### **IX. New Business**

Meeting dates and locations have been set for 2012. Meeting time will be 2:00P.M for all. The NKEPC will meet in regular session as per the following schedule:

January 25 - Campbell County Fire Training Center, 10 Fire Training Drive, Highland Heights, KY  
March 28 - Erlanger Fire Station, 515 Graves Road, Erlanger, Kentucky  
May 23 - Northern Kentucky Water District, 2835 Crescent Springs Road, Erlanger, KY  
September 26 - Interplastics Corporation Office, 3535 Latonia Avenue, Fort Wright, KY  
November 14 - EPA Facility Erlanger, 4900 Olympic BLVD Building A, Erlanger, KY

Sub-committees for the January and March meetings will meet two weeks prior to each regularly scheduled meeting at 2:00 p.m. at the same location.

Ed Burk stated he needed a motion from the floor to authorize paying for the Legal Public Notice that is required by the SARA laws.

Rick Ginn made the motion to spend up to \$600 to pay for the Public Notice in the papers. Ron Schneider seconded the motion. The motion was approved by a unanimous vote.

William Turner made the motion to re-elect the current officers. Mike Flannery seconded the motion. The motion was approved by a unanimous vote.

Officers for the 2012 year were elected.

Chair – Rod Bell

Vice Chair – Ron Schneider

Secretary/Treasurer – Edward Burk

It was asked if it would be possible to give a copy of the Commodity Flow Study to all of the fire departments in Kenton, Boone & Campbell Counties as well as the local Hazmat teams, EMAs and dispatch centers. There was also discussion about taking the ERG 2012 and incorporating the Commodity Study because of the increased use and transportation of hydrogen gas. This would be done by way of powerpoint presentation and would be distributed for fire training. It was agreed that a new training committee should be formed in order to effectively gather and distribute this information.

Ed Burk motioned for adjournment. Ron Schneider seconded the motion. All were in favor.

Meeting adjourned at 1535hrs.

Next meeting:

Subcommittee meeting: January 11, 2012, 2:00 p.m. Campbell County Fire Training Center, 10 Fire Training Drive, Highland Heights, KY

Regular meeting: January 25, 2012, 2:00 p.m. Campbell County Fire Training Center, 10 Fire Training Drive, Highland Heights, KY

Respectfully submitted,

Edward Burk  
Secretary