MINUTES

HARVEY COUNTY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

120 E. 7th Street

Newton, Kansas 67114

August 14th @ 9:00 am

Mr. Brody Flavin formally convened the meeting at **9:01 AM.**

Mr. Flavin requested if any members of the committee had inquiries pertaining to the agenda.

Mike Anderson expressed his desire to propose an additional item for discussion at the prior to conclusion of the meeting. There were no objections or further questions raised, and consensus was reached among the members. **Agenda was approved.**

Subsequently, Mr. Flavin requested input regarding the minutes from the meeting held on June 12th, 2024. With no objections raised, **Minutes were approved without a motion or seconded.**

OLD BUSINESSS:

Mr. Flavin transitioned the discussion to outstanding items by noting the agenda's lack of content in that section. This was intentionally designed to allocate more time for our focus on new business and the impending presentation. Therefore, if there are no objections or additional topics for consideration from anyone, we will proceed directly to the new business segment.

NEW BUSINESS:

Mr. Skip Cowan addressed the LEPC, reminding all attendees that this initiative represents a three-year plan, which we will further examine in our upcoming meeting scheduled for October. This meeting will concentrate on the considerations related to the Integrated Preparedness Planning Workshop (IPPW) and will outline our expected outcomes. He emphasized the necessity of deferring certain agenda items originally slated for 2024 to the 2025 plan, owing to incomplete progress made in the preceding year. Moreover, he pointed out that several issues are recurring annual obligations, which require our attention to be shifted to the following calendar year.

Mr. Cowan then inquired whether any attendees had upcoming training sessions that could be integrated into our 2025 IPPW calendar for collective awareness. He emphasized the importance of sharing such information, as it could facilitate collaboration among Community partners who may be exploring training opportunities in specific areas or pursuing certifications. By potentially partnering together, teams could more effectively address training requirements and optimize both costs and manpower. Anthony Swartzendruber inquired about the possibility of scheduling an Executive Officials Group meeting, potentially in May, to be included on the calendar. He emphasized that such an initiative could be advantageous. Lee Miller responded affirmatively, indicating that this aligns with our objectives. He noted that if an organization wishes to schedule a training session exclusive to their members, marking it on the calendar does not obligate them to adhere strictly to that date or training session. Instead, it serves as a valuable point of reference for the group, fostering collaboration and encouraging participation. This approach highlights our commitment to leveraging community resources to support one another effectively.

In the absence of group discussions or new training initiatives, Mr. Cowan addressed the recent bylaws presented to the group in 2023. He communicated that no amendments would be made to the bylaws this year. He also noted that the public is welcome to attend these meetings and encouraged members to share this information with anyone who might be interested. Mr. Cowan has undertaken a revision of the wording in several sections to enhance clarity and readability; however, he confirmed that the current version remains the official representation of the LEPC bylaws to date.

Mr. Flavin inquired if there were any concerns, proposed amendments, or questions regarding the existing bylaws. Following a period of silence with no discussions raised, Mr. Flavin indicated that since these bylaws were approved last year during the 2023 session and no changes were proposed, there was no need for a motion to accept them. He then announced that the meeting would proceed to short presentation about the LEPC.

Mr. Lee Miller took the floor to deliver a brief PowerPoint presentation outlining the objectives and formation of the LEPC. Mr. Miller discussed several key topics, including:

- Requirements

- Tier 2 Reporting

- All Hazards Emergency Planning

- Public Meeting Guidelines

- Maintenance of Records – Material Data Sheets

- Our Main Leadership

Following his presentation and just before the meeting's adjournment, Mike Anderson elaborated on the FEMA daily operations briefing, detailing his ability to gain comprehensive insights into the organization's ongoing activities. He provided the attendees with several illustrative examples and offered a QR code for those interested in subscribing to a daily email update, enabling them to monitor this information effectively.

Mr. Anderson informed the group that following a period of evaluation and refinement, the Emergency Management Department has successfully addressed several issues with our Emergency Operations Center (EOC) email system. We are now prepared to utilize this system more frequently for communication with external parties regarding important matters such as weather alerts and upcoming events that may warrant our attention. Hence, please be advised that any correspondence originating from the Harvey County EOC represents the collective input of the entire Emergency Management team.

There being no further discussions, Mr. Flavin concluded the meeting with a motion to adjourn, which was presented by Mike Anderson and seconded by Skip Cowan at 9:41 AM. The meeting was officially adjourned. **Next meeting will be October 9th 2024 at 9:00 am**