

**LOCAL EMERGENCY PLANNING COMMITTEE  
MASON COUNTY, MICHIGAN  
MEETING MINUTES  
May 17, 2016**

Emergency Management Coordinator Liz Reimink called the LEPC meeting to order at 4:00 p.m. in the lower level conference room of the Mason County Sheriff Department. Committee members in attendance were: Liz Reimink, Fabian Knizacky, Steve Hull, Todd Myers, Jim Herrema, Mark Szoboszlay, Wayne Schoonover, Nathaniel Schmidt, Jerry Funk, Steve Ruba, Kim Cole, Janice Brower, and Patti Klevorn.

Motion by K. Cole and seconded by M. Szoboszlay to approve the agenda for the May 17, 2016 meeting and the minutes from the February 16, 2016 meeting. Motion carried.

**LEPC Notifications/Correspondence Received:**

Tier II Reports: L. Reimink noted that Tier II Reports for facilities with hazardous materials are due to the state, the emergency management office, and local fire departments by March 1, 2016. At this point the Emergency Management Office is still missing reports for a few facilities.

**Hazardous Materials Emergency Planning (HMEP) Grant Project Update:** L. Reimink reported that the Mason County Board of Commissioners has approved the contract with Meredith Filter to update the SARA Title III sites at the May 10, 2016 Board Meeting, and she is already working on the project.

**Hazard Mitigation Plan Update:** The Hazard Mitigation Plan has been approved by FEMA, the Mason County Board of Commissioners, and all townships, cities and villages in Mason County. The entire plan is available on the Mason County web page under the Emergency Management tab. The list of action items were passed around and each entity was asked to note any progress on each item on the list, as this will assist with the plan revision in 5 years.

**Emergency Operations Center/Guidelines:** L. Reimink reviewed the new NIMS Center Management System (CMS) proposed for organizing an Emergency Operations Center being proposed by FEMA.

**Upcoming Dates & Events:**

The annual Mason County exercise is scheduled for September 9th and 10th. This will be a search and rescue exercise.

L. Reimink will be holding a WebEOC class. Date and time to be determined.

**Agency Updates:** The various agency representatives updated the committee on their recent activities.

**Mason-Oceana 911:** The 911 Center is working on grant projects related to new telephone lines and have hired a new part-time dispatcher.

**Sheriff Department:** Sheriff Cole indicated the Traffic Safety Team met and discussed new transportation communication project at Newaygo County.

US Coast Guard: Chief Szoboszlay noted that National Boating Safety Week was coming up.

Emergency Management: L. Reimink noted that new Department of Transportation Emergency Response Guidebooks for response to hazardous materials incidents are available to the local fire departments. Fire departments should call the Emergency Management Office to make arrangements for pickup.

L. Reimink discussed the criteria for updating IPAWS (Integrated Public Alert & Warning System) and other warning systems, which need to replace the EMNet and CityWatch Systems in the future. L. Reimink is waiting to contact any vendors until the new Oceana EM is up to speed, and the State makes a determination on how they are going to proceed with IPAWS software for the State.

Any Other Business: Nathaniel Schmidt made a presentation related to the Infrastructure Security Compliance Division of Homeland Security.

With no other business, the meeting was adjourned at 4:42 p.m.

The next meeting will be held on Tuesday, August 16, 2016.