

**Cowley County LEPC/Citizen Corps  
Meeting Minutes  
Tuesday, March 29, 2016  
Cowley County Emergency Operations Center  
321 E. 10<sup>th</sup> Ave. Winfield, KS 67156 @1:30pm**

**Call to order**

The Cowley County LEPC/Citizen Corps meeting was convened in open and public session on Tuesday, March 29, 2016, at 1:33pm in the Cowley County EOC in Winfield, Kansas. Those in attendance are listed on the sign-in sheet. Brian Stone chaired the meeting in the absence of the Chair and Vice-Chair.

**Introductions**

Those in attendance introduced themselves to the group.

**Approval of previous minutes**

The minutes from the previous meeting dated December 1, 2015, were distributed to all attendees previously by email and at the beginning of this meeting.

Motion by Bob LeVelle to approve the minutes as presented.

Second by Dennis Darby.

Motion carried unanimously and previous minutes were approved.

**Old Business**

None

**New Business**

Phillips 66 Pipeline – Jed Morse and Scott Hollis, Phillips Pipeline

Mr. Morse and Mr. Hollis represented Phillips 66 Pipeline and gave an overview of their pipelines, including the PSI, locations, size and commodities. The question was asked they would be able to share their response plans with the LEPC. They advised they would check and let us know.

When asked about response to a pipeline release, they indicated a call to the emergency number would take the caller to Bartlesville, OK, who would in turn contact their location in Wichita, KS to dispatch local operators.

Questions were asked about recent seismic activity and if that caused any issues for the pipelines. They advised that there have not been any issues to date; however, they do take a proactive approach and inspect their sites if it is within a specified diameter of the epicenter of a quake.

They also advised that the fires west of Cowley County caused them an issue with a substation and that a grass fire could create issues at local site if it were to heat the pipe to a dangerous

level. They stated that their infrastructure is free of any landscaping and is surrounded by rocks and a fence for protection.

#### The Salvation Army – Crystal Martin, The Salvation Army

Crystal began by stating she plans to utilize the canteen to support local law enforcement and/or fire personnel during some of their events. She indicated she does not have a lot of volunteer interest for her team, but she is planning to do some more recruitment and advertising. She was invited to attend the Cowley County Health and Safety Fair on April 16 to display the canteen and perhaps gain some volunteer interest. If the Salvation Army canteen is needed, the normal procedure will be for on scene personnel to request it through the Communications Center who will make the call.

#### Mass Fatality Management SOG - Tom Langer, City-Cowley County Health Department

Tom gave a brief overview of the planning being done for Mass Casualty Incidents (MCI). Part of the overview was a to define an MCI and for Cowley County is that is three deaths that require a coroner's investigation. The three primary hazards are National, Manmade and Pandemic (biological and infectious). The plan is designed to help us seek assistance during an MCI. Although planning for these types of events is not pleasant, it is necessary as there are many possibilities for an MCI each day in Cowley County. Tom finished by giving an overarching view of the role of Public Health in general.

#### Election of new Chair/Vice-Chair

Brian advised that the previous Chair is unable to fill out the term and that the current Vice-Chair would like to remove himself from that position. As it stands, the current Vice-Chair is an Emergency Management employees and since EM is actively involved in the LEPC already, he thought it would be best to see if another member would volunteer to take that role.

Brian advised that Dennis Darby of the Winfield Fire/EMS Department has expressed an interest in the Chair position.

Motion by Dan Ward to elect Dennis Darby as Chair.  
Second by Bob LeVelle.  
Motion carried.

Brian asked for a volunteer for the Vice-Chair positions. Crystal Martin of the Salvation Army volunteered to serve in that role.

Motion by Tom Langer to elect Crystal Martin as Vice-Chair.  
Second by Justin Waite  
Motion carried.

### **Open Discussion**

Brian advised the group that Dennis Darby has been in contact with Brandon Dills with CoMark, Inc. Dennis advised that Brandon is willing to come to our next LEPC meeting and he is able to provide presentations on anhydrous ammonia, responding to ag emergencies or information on specific sites we have in Cowley County. The group consensus was to have him attend an LEPC

meeting and do a presentation on anhydrous ammonia. Dennis will make contact with Brandon to set it up for the next meeting.

Dan Ward mentioned the Active Shooter training being held in Winfield on May and that it would be a value for businesses, such as Creekstone, to attend if possible. Brian will send out the flyer to all LEPC members.

Brian reminded the group of the WebEOC program offered by the State of Kansas. The program is a virtual EOC and available to local users. A training was held in January and some have been logging on. To date, a daily sitrep has been posted and anticipate using it more during the severe weather season.

Brian also reminded the committee of the PIO Working Group that was recently formed. Our next meeting is scheduled for April 19 at 1:30pm in the SC Kansas Med Center. It is for those agencies that have PIOs who may want to network with others in our County.

**Being no further business:**

Motion by Dan Ward to adjourn at 2:22pm.

Second by Dennis Darby.

Motion carried unanimously.