

**Cowley County LEPC/Citizen Corps
Meeting Minutes
Tuesday, November 27, 2018
Cowley County Emergency Operations Center
321 E. 10th Ave. Winfield, KS 67156**

Call to order

The Cowley County LEPC/Citizen Corps meeting was convened in open and public session on Tuesday, November 27, 2018 at 1:33pm by Vice-Chair Justin Waite in the Cowley County EOC in Winfield, Kansas. Those in attendance are listed on the sign-in sheet.

Introductions

Those in attendance introduced themselves to the group.

Approval of previous minutes

The minutes from the previous meeting dated March 6, 2018, were distributed to all attendees previously by email and at the beginning of this meeting.

Motion by Tom Langer to approve the minutes as presented.

Second by Bobby Wolfe.

Motion carried unanimously.

Old Business

Emergency Operations Plan (EOP) Update - Brian Stone, Cowley Co EM

Brian explained the purpose of the EOP and that the renewal cycle is every five years. Cowley County's plan is due to be promulgated by the Cowley County Commissioners by mid January of 2019. He advised that there is still one ESF that has not been completed. However, the plan has been submitted to the Kansas Division of Emergency Management for approval. Once the unfinished ESF is completed, he will submit that portion as well. Brian did state that the planner approving the EOPs at the State level is no longer there so the process is going to take longer than normal.

New Business

Emergency Support Function (ESF)10 Review and Approval – Brian Stone, Cowley EM

Brian advised that ESF 10 was sent to the Arkansas City and Winfield Fire/EMS Departments for the annual review. Brian reminded everyone that it is a yearly requirement for ESF 10 to be reviewed and approved by the LEPC. Several agencies were involved in this review, however the primary agencies were the Arkansas City Fire/EMS and Winfield Fire/EMS Departments. He thanked them for their time and input on the review.

Motion by Bobby Wolfe to approve ESF 10 as presented.

Second by Taylor Dory.

Motion carried unanimously.

City of Winfield Gas Utility Public Awareness - Brian Stone, Cowley EM

Each year the City of Winfield attends the LEPC meetings to provide awareness and safety information regarding their gas services. This year, the City created a public awareness document that was sent out to all LEPC members prior to the meeting. Troy Blanton and Danielle Fullhart from the City of Winfield were attendance. They simply reiterated the importance of having the awareness regarding a gas leak and what do if one is detected. They provided a sign-in sheet for all attendees to sign as part of their program.

Open Discussion

Kansas Veterans' Home (KVH) Evacuation - Brian Stone, Cowley EM

Brian gave a brief overview of the incident regarding the evacuation of the KVH August 1-3, 2018 which resulted in 73 residents being sheltered at the Winfield High School. The evacuation was due to a mechanical failure which resulted in no air conditioning in the facility. This event reinforced the need for pre-planning and relationships for all agencies, both governmental and private.

ESF 6 Exercise and Shelters - Jason Kazban, Cowley EM

Jason gave the group and overview of the shelter planning and ESF-6 exercise that took place on September 6, 2018. The exercise was held at the Tisdale United Methodist Church east of Winfield. Core capabilities tested were Mass Care Services, Operational Communications, Operational Coordination and Public Information/Warning. The exercise had 24 separate agencies involved.

Regional Hazard Mitigation Plan - John Stradal, Cowley County EM

John reported to the group that the Hazard Mitigation Plan is also on a five year renewal cycle. The update has started with final approval expected by Spring of 2019. John advised that all taxing jurisdictions should be (and are) participating. By being proactive and part of this mitigation planning cycle, agencies will be eligible to apply for disaster mitigation grants. Cowley County jurisdictions have benefited greatly from this type of grant previously, including safe rooms/shelters in all six elementary schools in Arkansas City.

Election of Officers

Current Chair, Vincent Warren and Vice-Chair, Justin Waite advised they are both willing to serve in the same capacity for another year if elected.

Motion by Langer to elect Vincent Warren as Chair and Justin Waite as Vice-Chair.

Second by Bobby Wolfe.

Motion carried unanimously.

Being no further business:

Motion by Jason Kazban to adjourn at 1:57pm.

Second by Trevor Langer.

Motion carried unanimously.