

# Minutes of the Meeting

**OK County  
LEPC Meeting**  
**November 9th, 2011 – 2:00 PM**  
**RMACC**

Meeting called by: Jon Hall  
Minutes Taken by: Lisa Kuefler

## Members Present

Jon Hall	FAA	Ron Micue	Integrus Healthcare
Jennifer Cunkle	OK ANG	Getty Williams	Newalla EM
David Perez	OK ANG	David Burrignt	Oklahoma County EM
Lisa Kuefler	Tinker AFB EM	Walter Correia	Federal Transfer Center
Mike Bower	Midwest City EM	Bernie Richards	Federal Transfer Center
David Barnes	Oklahoma County EM	Jordan Carter	Devon Energy
Jami Murphy	DEQ	Richard Smith	Veterans Affairs
Kevin Bahjat	OKC SWQ	Gary Renfrow	SORB Technology
Catreana McMullen	Chesapeake Energy	Norman Nieves	UCO
Jeremy Robbins	MWC FD	Brook Pintens	Edmond EM
Jerry Bower	OCCHD	Mike Magee	Edmond EM

1. Called to order by Jon Hall.
2. Previous meeting minutes were reviewed and approved. David Barnes attended the September 2011 meeting and will be added to the meeting minutes. Motion to approve by R. Smith, 2<sup>nd</sup> J. Carter.
3. Treasurer's Report – The treasurer's report was reviewed with the group. Motion to approve by R. Micue, 2<sup>nd</sup> R. Smith
4. Public Comments – None.
5. Spill Notifications – None.
6. Old Business –

6.1- By Law Reviews-The group discussed including language in the by-laws to allow voting on an item outside of a scheduled meeting. Options were discussed that utilize electronic communications and teleconferencing to ensure the group is fully informed before making a decision. The need for redundancy in communication was important to the group. This topic will be revisited in January 2012.

6.2- NASTTPO Conference- Jon Hall briefed the committee on the information about HMEP funding he received from the conference. The LEPC is to work with Bonnie McKelvey when obtaining funding for training, specifically, when the group would like to receive their funding. In some cases the LEPC will need to request a portion of funding up front to cover the cost of registration for training. The LEPC can contact Bonnie for additional information on funding training events. The second topic Jon briefed the group on was the need for the LEPC to establish procedures for information requests. The LEPC cannot refuse an information request, but may track information about requests. Lastly, Steve Mason briefed at the conference that they did a study in Texas and found 440 schools that were within ½ mile of RMP facilities. This brought to attention the issue of considering where schools are in relation to RMP facilities and ensuring we are taking those risks into consideration. Catreana McMullen brought up the issue of pipelines that are within 1,000 feet of schools and that many schools do not plan for that type of evacuation. This may be something that the LEPC may want to join up with the pipeline outreach to reach out to schools and talk about preparedness. Possibility of working with OSU-FST to get some publications for the LEPC.

6.3- Hot Zone Conference-Mike Bower spoke briefly about the Hot Zone conference. He will brief the information to the group within the next few months.

6.4- UASI Street Smart Class- Mike Bower does not have any additional information on the course. The group that will be the focus of the training is hazmat technicians in the state of Oklahoma. He is hoping for more information after the first of the year.

6.5- HMEP Funds Request Update- Jon submitted the OK County LEPC request for 2012, but has not heard any new information about the status of the request.

6.6- 2012 Officer Elections-David Perez will be the new chairperson for 2012 and Mike Barnes will continue as the vice chairperson for 2012.

7. New Business –

7.1- Mike Bower brought up the possibility of establishing an annual budget for the LEPC. This item will be discussed at the December 2012 executive meeting.

8. Program-Clint Greenwood from OKC Fire-Xtreme Industrial Fire Class Presentation- Clint found the training extremely beneficial. He talked to the group about how the training gave him some new ideas about response and how response procedures need to adjust to respond to industrial fires. Specifically that most are trained to stick close to the fire to put it out, but with the types of fires discussed at the class it is safer to fight the fire from a distance.

9. Meeting Adjournment.

**Next Meeting: January 11<sup>th</sup>, 2012**