

FEBRUARY 19, 2020

WISE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE MEETING

On this the 19th day of February, A.D., 2020 at 9:00 A.M. came on to be had a Meeting of the Wise County Local Emergency Planning Committee of Wise County, Texas held in the County Court at Law Jury Room (3rd) Floor in County Courthouse of said County in the town of Decatur with the following members present and presiding:

J.D. Clark	County Judge
Cody Powell	Wise County Emergency Management Coordinator
Randall Preuninger	Wise County Emergency Medical Services (EMS) Director
Jeff Doughty (Absent)	Wise County Fire Marshal LEPC Information Coordinator
Wacy Beck (Absent)	Wise County 911 Addressing/GIS Director
Clint Mercer	City of Alvord Administrator
Toni Wheeler	City of Aurora Administrator
Nate Mara	City of Decatur Fire Department Fire Chief
Darrell Fitch	City of Rhome Fire Department Fire Chief
Kristen Tribe (Absent)	Wise County Messenger Publisher
Sam Hahn (Absent)	Wise Health System Emergency Management Coordinator

Sherry Lemon, County Clerk and Ex-Officio Clerk of Commissioners' Court when and where the following proceedings were had, to-wit:

All attachments referred to in the minutes of the Wise County Local Emergency Planning Committee Meeting are designated original or copy and are provided at the time of action by the Court unless otherwise indicated by provider.

County Judge Clark votes aye on all agenda items unless otherwise indicated.

- 1) Clark called the meeting to order at 9:00 AM. All members were present.
- 2) Pledge of Allegiance
- 3) Community Forum: None
- 4) Emergency Management Coordinator Cody Powell stated there are three sub-committees: Planning, Public Education/Information, and Training/Exercise.

Motion made by Mercer seconded by Preuninger and unanimously adopted by the committee to appoint the following people to said committees:

Planning: Wheeler, Preuninger, Powell and Mercer

Public Education/Information: Wise County Messenger Publisher Kristen Tribe; Powell, Mara and Wheeler

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Training/Exercise: Wise Health System Emergency Management Coordinator Sam Hahn; Fitch; Mercer, Greenwood/Slidell VFD Fire Chief Adam North and Doughty.

5) Motion made by Preuninger seconded by Wheeler and unanimously adopted by the Committee to appoint the following people as committee chairs:

Planning Committee – Mercer

Training and Exercise – Sam and if Sam is unable to chair then Fitch.

Public Education/Information – Tribe

Mercer asked if there is a specific mission written for each committee to give “marching orders.” Powell stated that will be discussed under item 6.

6) Powell presented a list of strategic goals for the committees (See attachment). Powell anticipates the strategic goals to be a five year plan. Powell outlined each strategic goal.

Powell stated CAMEO (Computer Aided Management of Emergency Operations) is a program provided at no cost by the Environmental Protection Agency (EPA) for the management of hazardous material incidents. Powell stated that while the program is free it does have limitations. Powell commented many Tier II reports for Wise County haven't been entered into CAMEO. Powell stated this will be discussed under then next agenda item.

Powell discussed the committee determining criteria for low, medium, and high-risk facilities.

Powell discussed the remaining strategic goals. Powell discussed others attending CAMEO and ALOHA training for input of Tier II information into databases.

Clark asked Powell if he intends these strategic goals will be assigned to committees or allow the committees to set their own goals? Powell commented that the strategic goals speak for themselves as to what goals apply to what committees. Powell stated that some goals fall to the committee as a whole and not sub-committees.

Preuninger offered to assist Powell with entry of Tier II information into CAMEO.

Clark stated he feels it will be best for sub-committees to have strategic goals and for goal setting and bring information back to the LEPC.

Powell asked if any LEPC committee members have any issues or changes to the strategic goals Powell presented?

Mercer discussed CAMEO software with Powell and the committee and asked if there is an agreement on file with Denton County hazmat and/or anything available that is compatible with their software? Powell stated there is not and their software system is about \$25,000 to \$30,000

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upfront and \$10,000.00 annual maintenance. Powell and the committee discussed CAMEO data entry and other software systems further. Clark and Powell discussed LEPC grants that are available through NCTCOG and other agencies.

Clark asked Powell if he needs an "ok" on the eight strategic goals and determine a time frame. Clark recommended sending the strategic goals the sub-committees and letting them flesh out their plans.

Powell requested to add a goal of reviewing current memorandum of understandings and partnerships. Powell outlined sub-committee work on the strategic plans.

The committee discussed data-sharing between agencies of CAMEO data.

Clark reviewed the following: Strategic Goal 1- Emergency Management and any other offices that want to assist; Goals 2 and 3 - Planning; Goal 4 - Planning writes template and send to Training and Exercise sub-committee for implementation; Goal 5 – Training and Exercise; Goal 6 - Public Education/Information; Goals 7 and 8 – all subcommittees; Goal 9 – Planning.

Motion made by Mercer seconded by Preuninger and unanimously adopted by the committee to send the list of strategic plans to the sub-committees, as described.

7) Powell stated there are no additional updates regarding CAMEO and ALOHA (CAMEO's plume model).

8) Powell discussed procedures for Tier II submission. Powell stated data can be submitted two ways digitally and that STEERS software is available and discussed usability. Powell discussed data transfer via zip file and not PDF.

Powell stated the LEPC is allowed to establish Tier II reporting requirements/methods. Mercer asked about performing audits to make sure agencies are getting all Tier II reporting? Powell and Mercer discussed this with Powell stating that the LEPC doesn't have the authority to regulate this. The committee discussed this further.

Motion made by Preuninger seconded by Mara and unanimously adopted by the committee to set a policy of submission of Tier II data to the LEPC via zip file or other importable format.

9) Powell stated the sub-committees do NOT need agendas. Powell explained that the executive committee consists of the sub-committee chairs and the LEPC officers. Powell stated the executive committee will meet before the LEPC meeting and the sub-committee chairs can schedule meetings to organize goals. The committee discussed meeting quarterly.

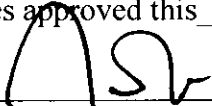
Clark stated the next meeting as June 11, 2020 with the executive committee to meet at 8:30 AM and the LEPC to meet at 9:00 AM.

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Powell stated the executive committee members as: Powell, Clark, Wheeler, Fitch, Hahn, Tribe and Mercer.

10) Clark adjourned the meeting at 9:56 AM there being no further business to be had.


Minutes approved this 9th day of March, 2020, as printed.



J.D. Clark, County Judge, Wise County



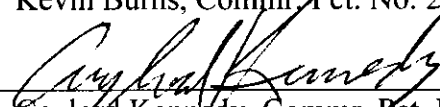
Danny White, Commr. Pct. No. 1



Kevin Burns, Commr. Pct. No. 2

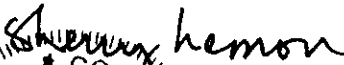


Harry Lamance, Commr. Pct. No. 3

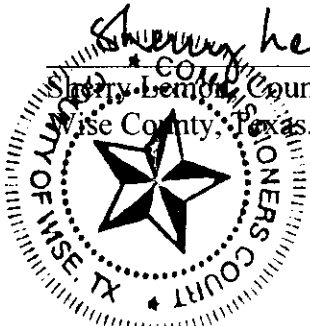


Gaylord Kennedy, Commr. Pct. No. 4

ATTEST:



Sherry Lemon, County Clerk and Ex-Officio Clerk of Commissioners' Court,
Wise County, Texas.



The Wise County Commissioners' Court adopted revised **Rules of Procedures, Conduct & Decorum at Meetings of Wise County Commissioners' Court** on March 25, 2019.