



POLK COUNTY SHERIFF'S OFFICE
LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)
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THURSDAY, April 24, 2008 – 3:30 P.M.
MULTI-PURPOSE ROOM – POLK COUNTY JUSTICE CENTER, BALSAM LAKE

Members Present: Dan Gullickson, Bonnie Leonard, Kathy Glunz, Carol Buck, Greg Marten and Kathy Poirier.

Members Absent: Rob Rorvick and Jay Shrader

Guest Present: Brian Masters

Call to Order

Chair Dan Gullickson called the meeting to order at 3:38 p.m.

Approve Agenda

Motion made by Bonnie Leonard to approve the agenda as presented. Seconded by Kathy Glunz. Motion carried by voice vote.

Approve Minutes

Motion made by Greg Marsten and seconded by Bonnie Leonard to approve the minutes of the March 6, 2008 meeting. Motion carried by voice vote.

Public Comment

Newly elected County Board Supervisor Brian Masters introduced himself. Brian will be serving on the Public Protection Committee and is interested in being appointed to the LEPC as the Local Elected Official representative.

Elections

Chairperson: Greg Marsten nominated Dan Gullickson, nomination seconded by Bonnie Leonard.
Motion by Greg Marsten, second by Carol Buck to close nominations and cast a unanimous ballot for Dan Gullickson. Motion carried.

Vice Chair:

Kathy Glunz nominated Bonnie Leonard, nomination seconded by Carol Buck.
Motion made by Greg Marsten, second by Kathy Glunz to close nominations and cast a unanimous ballot for Bonnie Leonard. Motion carried.

Appointments

Motion made by Bonnie Leonard and seconded by Carol Buck to appoint Kathy Poirier as the Coordinator of Information, Community Emergency Coordinator and Secretary. Appointment of Kathy Poirier to the three positions approved unanimously.

Discussion was held on the appointment of a Local Elected Official. **Motion made by Greg Marsten**

and seconded by Bonnie Leonard to recommend to the Public Protection Committee the appointment of Brian Masters as the Local Elected Official representative for the LEPC. All in favor, motion carried. Kathy Poirier will address the Public Protection Committee at their May meeting concerning the appointment. Once the recommendation is received for the Local Elected Official, the full roster of the LEPC committee will be forwarded to the County Board for approval.

Update on Training/Exercising (ICS Training/Tabletop Exercise)

Kathy Poirier reported that she had applied to OJA for funding to host three IS-700/ICS 100 classes and one ICS 200 class for County emergency responders. Training information will be forwarded to Committee members once approved and scheduled.

Kathy also reported that Polk County would be participating in a regional tabletop exercise along with representatives from Barron, Burnett and Washburn Counties.

Dan Gullickson reported on two upcoming exercises. Monarch Paving and the Apple River Fire department are planning one. This exercise will involve an explosion to test countywide response of Fire, EMS and 1st Responders. The other one is being planned by the Dresser-Osceola Garfield Fire department and will involve a mass casualty bus crash requiring extrication. Dan will pass along additional information on these exercises.

Next Meeting Date

Our next meeting is scheduled for Thursday, June 26, 2008. The meeting will be held at 3:30 p.m. in the Multi-Purpose Room of the Justice Center.

Adjourn

Motion to adjourn made by Bonnie Leonard, seconded by Greg Marten. Meeting adjourned at approximately 4:12 p.m.