

LEPC



CASS COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

Cass County Emergency Operations Center (EOC)

Chair – Manny DeLaRosa

Vice Chair- Jennifer Zordan

**LEPC Meeting Minutes
Meeting by Zoom and EOC
Minutes- Thursday, November 2nd , 2023, 1:00 pm**

In Attendance:

Manny DeLaRosa - Emergency Management Office / **Thomas Ayers** - Department of Health and Human Services / **Ron Butts** - Cass County Sheriff's Office, Animal Control / **Scott Williams**- Behavioral Health / **Evan Bresslar**-MEC / **Emily Haluda** – Michigan Association Conservation District / **Jamie Gish** – Cass County Medical Care Facility / **Jordan Kellicut** – American Red Cross / **Richard Hughes** – CHT USA Inc.

Call to Order – Time: 1:05pm / Meeting Recorded

Presentation

None

Review of Last Meeting Minutes

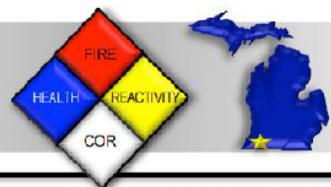
Minutes were reviewed and the room was open for questions or comments. There were no questions or concerns.

Old Business

HMEP Grant Update

- Manny gave an update on his progress with the grant. He discovered that the LEPC/Emergency Management office submitted a letter in 2014 that we would not be applying for the FY 2014-2015 Hazardous Materials Emergency Planning Grant. The reason for this was that the grant requires a 20% match and considering the workload that the LEPC and Emergency Management has, it is not enough for us to justify paying for outside assistance. Our current workload can be managed by the EM office and specific LEPC members. In summary, the HMEP Grant will not be pursued this coming year.

Table-Top Exercise-Severe Storm/Chemical Spill related.



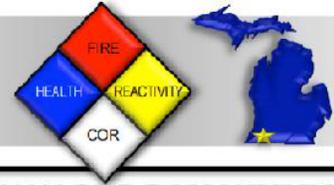
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- Manny spoke on scheduling a TTX for 2024 that will have a scenario of a chemical spill that will test our emergency response plans and Off-Site plans. Manny asked how many would be interested in participating in this exercise as this is something that the LEPC should conduct, whether it is one hour or four. We could either have an extended LEPC meeting and conduct it then or schedule a different day and extend the time of the exercise. Depending on how in depth we want to get into the scenario. Several members are interested in this exercise and would like to participate.

New Business

- CHT USA Inc Off-Site Emergency Response Plan
 - o Manny spoke about his activity last week which consisted of visiting four of the five chemical companies that require an Off-Site Plan created by the LEPC. Manny visited CHT USA in Cassopolis last Tuesday and gave them our Off-Site Plan for review. Currently our plans were created in 2019. Manny introduced Richard Hughes-Senior Director of Operations for CHT. Richard spoke on the ribbon cutting event they had last week and their expansion which will consist of new chemicals and science. However, they will not go active until sometime next year in June or July. Richard would like to become a member of the LEPC and attend more community events as a representative for CHT.
- Frontier Communications-Dowagiac Off-Site Emergency Response Plan
 - o Manny attempted to visit Frontier Communications in Dowagiac last Tuesday. He was unable to make contact at the physical site: 202 W. Division, Dowagiac. He called the POC on the Tier II report and left a voice message. He is waiting for a return phone call. Evan Bresslar-MEC mentioned that he has a name and number for a person that he works with at that site. Evan will email the information to Manny after the meeting.
- PADNOS-Sustainable Recycling Inc. Off-Site Emergency Response Plan
 - o Manny contacted the supervisor and left the Off-Site plan for their review. He is planning on meeting with them again in the future to start updates on our plan. POC: Rob McCormick-Environmental Specialist.
- The Mennel Milling Company-Dowagiac Off-Site Emergency Response Plan
 - o Manny met with the Maintenance Manager – Brandy Murphy and left the Tier II report and asked if the Emergency Plan has been updated from the last plan that the EM office has. A template of the EM Off-Site Plan was given to them so they can see what information we are looking for. A meeting to cover this information will be scheduled in the near future.
- 2024 LEPC meeting Calendar.



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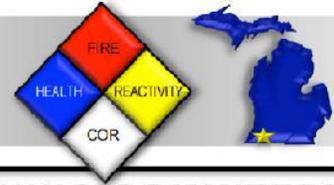
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- Manny presented the proposed 2024 meetings calendar and opened the floor for discussion. There were no issues or concerns. We did not have enough members in attendance to vote and pass the schedule. This will have to be pushed back to the January meeting.
- 2024 LEPC Member Roster.
 - Manny spoke on the member roster and noted that it is time to review and update the roster. There are some names added to the roster with an X checked on the “add” column. This too will need to be voted on. Manny will contact everyone on the roster and confirm their membership prior to January’s meeting.

Round Table

- **Emily Haluda**
 - If anyone is interested. We do have an annual meeting and banquet coming up on November 28th, at 6pm which is a Tuesday. There will be a dinner as well. And there will be a few presentations. We are inviting everyone to come out to the Sister Lakes Brewing Company has a community hall, that’s where we will be having our event. We are doing the banquet baskets there as well. In the meantime, we are down an Executive Director at the Conservation District Office. We are using Korie Blyveis as our interim Director and she has a lot of experience, so she is getting us through. We just got our grant renewed for this year for MAEP which is Michigan Agricultural Environmental Program which I am the technician for. We had some new verifications as well, there were two different farms that were livestock verified as well as cropping and farmstead which are Willow Brook owned by Vanessa Frias and Angel Acres owned by Ashley Armstrong. We had a 3rd which was a forest verification. A goal setting meeting was completed, and we set our goals for this year for the MAEP program. There is a 25-dollar ticket fee for the event, it is a fundraiser. I don’t want anyone blindsided and we want to encourage pre-registration so I sent a link, maybe Manny can share that, It's a registration link for our event.
- **Evan Bresslar**
 - The Smart Park behind our headquarters off Decatur Road there is a lot of activity, the curb build out on M-60 is completed it looks really good and has a middle turn lane now. The road connecting Follet to Decatur Road they are pouring the last bit of concrete coming off of Decatur so that road should be open here very soon, potentially a week or two so anyone will

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be able to drive through and see the park and I know Hydro is very close to opening their doors to production too. So you have Hydro expanding and CHT expanding.

- **Tom Ayers**
 - o Health and Human Services, I mentioned at the last meeting we are getting a new Director, she did start this month, in October, Karen Marcaft. She is the Director for Cass and St. Joseph County.
- **Jamie Gish**
 - o I appreciate everyone that came out for our evacuation drill.
- **Ron Butts**
 - o The shelter is still running over capacity with dogs. Though the numbers are getting lower at this time of year. However, we are still over our numbers on what we can technically hold in our facility. We have a couple of dates coming up, our annual open house will be December 2nd. This event started as a fundraiser for extra supplies, dog food, cat food, cleaning supplies, and over time it turned into an open house. There will be light snacks, but it's usually a feast. We have three vaccination clinics coming up. December 16th, January 27th, and February 24th. They will be hosted at the facility. It will also be posted on the website.

Next meeting

LEPC: January 4th, 2023, Thursday @ 1pm

LPT: January 4th, 2023, Thursday @ 1pm