



COMMONWEALTH OF MASSACHUSETTS

Town of Southwick

LEPC

Emergency Operations Center

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Southwick LEPC Meeting Minutes of October 26, 2017

Karl Stinehart, LEPC Chair opened the meeting at 0930 hours with an introduction of all present after noting a quorum represented.

I. Acceptance of September 28, 2017 Meeting Minutes:

Mr. Karl Stinehart entertained a motion for acceptance of the September 28, 2017 meeting minutes as presented with a motion made by Randy Brown and seconded by Tom FitzGerald with all voting in favor.

II. New Business:

A. Planning for Haz-Mat Exercises

SEMA Director Dunlap explained the exercise design plans of: Orientation, Drill, Table-Top Functional and Full Scale. Chief Anderson then went into specific detail of each type of exercise. Karl Stinehart mentioned that the LEPC is fortunate to have two certified exercise design members. A request was made to the LEPC members for creative ideas for a future haz-mat exercise and to submit them to the Secretary for future agendas.

B. Review and Update COOP/COG Plans Relating to Haz-Mat

COOP/COG coordinator Charles Dunlap explained what the Continuity of Operations Planning and Continuity of Government planning was about and the need to update each department's plan. Several scenarios including haz-mat events were given as examples for the need of addressing the plans for all hazards concept. The present plans for the represented town departments were distributed and templates for updating were handed out and e mailed as attachments with a request to be completed for the end of this December.

III. Old Business:

The subcommittees will report on activity updates for the January LEPC meeting.

IV. Other Business:

Charles Dunlap noted the Southwick Rotary Club made a one hundred dollar donation to Southwick Emergency Management which was used to purchase a generator emergency power cable interface for the new DPW Fuel Depot facility. This will provide refueling capability to all the town's Public Safety, DPW and other vehicles during power outages.

V. Adjournment:

Chairman Karl Stinehart entertained a motion for meeting adjournment. A motion to adjourn was made by Doug Moglin, seconded by Randy Brown with all voting in favor. Chairman Karl Stinehart stated the next LEPC meeting would be in the EOC at 0930 hours January 25, 2018. The meeting adjourned at 1025 hours.

Respectfully submitted,

Charles H. Dunlap
LEPC Secretary / Emergency Management Director