

## Des Moines County Local Emergency Planning Committee (LEPC)

Meeting Minutes  
May 6, 2024, 4:00 PM  
EMA Office or Zoom

- I. Opening Protocol
  - A. *Welcome and Call to Order*

Meeting called to order at 1601.
  - B. *Introductions*
    - 1) New members complete “Nomination” form
  - C. *Approval of the Agenda*

Motion to approve the agenda by Brandon with a second by Jim W. Motion passed.
  
- II. Approval of previous meeting minutes – November 09, 2023  
Motion to approve the previous meeting minutes by Salvation Army with a second by Jim W. Motion passed.
  
- III. Old Business
  - A. *Hazardous Materials Emergency Preparedness (HMEP) Grants*
    - 1) 2023 Grant
      - a. Commodity Flow Survey- Michael Morlan, *Two Rivers Emergency Management*

Comments made by Shannon the survey should be completed by this summer.
      - b. Cold Zone Conference Attendance, May 2024 (1 Hazmat Tech)

Comments made by Brandon no one will be attending this year and there was a limited budget for someone to attend. Comment by Ken that is budget is tight, it would be better to spend the money on the commodity study. Comment by Shannon that she would look into the availability of study.
  - B. *Des Moines County Spill Response Ordinance Report* – Howard/Wilson  
Comments made by Brandon that he’ll have it finished this month.
  
- IV. New Business
  - A. *Reports Submitted*
    - 1) 2023 Tier II Reports  
Comment by Shannon that she compared 2022 reports compared to 2023 and she found some missing in 2023. Comments made by Shannon that L & W Quarry didn’t file a report in 2023. Rief Oil moved from Mediapolis to West Burlington. Comments made by Brandon on the reporting requirements. Comments made by Shannon on the number of reports for each city in the county. Comments made by Ken on reporting requirements, and he would follow on some of the reporting. Comments made by Greg on reporting requirements. Comments made by Simon on why some companies made have not filed reports.
  - B. *Incidents Reported* <https://programs.iowadnr.gov/hazardousspills/Introductory.aspx>
    - 1) 4-22-2024 Location: Roosevelt Ave and West Ave, Burlington (auto accident);  
Chemical: Ammonium Phosphate

DRAFT

Comments made by Brandon on the incident reports of the incidents regarding this incident. Comments made by Adam White with Iowa DNR on spiller and Law Enforcement responsible for reporting spills, and spill reporting cycle.

C. *Exercises*

1) Exercise Schedule

a. None

Comments made by Shannon that no exercises are scheduled at this time. Comments made by Shannon on the availability of a state sponsored county tabletop exercise.

*Emergency Support Function 10 (ESF-10) – Annual Review/Comments*

Comments made that the current document doesn't need any changes at this time.

Comments made by Brandon that BFD has only six hazardous materials technicians.

D. *Training Opportunities:*

a. ESF-10 HSEMD TTX

- i. Potential Dates; May 7, 14, 22, 23, 28, 30; June 4, 5, 20, 25, 27; July 2, 9, 10, 11, 28, 23, 24, 25, 30, 31.

Comments made by Shannon and State Officials on a county tabletop exercise sponsored by State DNR. Discussion by the group to tentatively schedule the exercise July 31st.

Comments by Jim W. and Shannon the State will have the responsibility of running the exercise.

E. *New ERGs and guidance are available.*

Comments made by that the new ERGs are currently being distributed.

F. *Other*

Comments made by Shannon, Brandon, Greg, and Ray on the current PFAS (forever chemicals) research issues.

Comments made by Simon on Tier II reporting assistance he can perform.

Comments made by Adam on State DNR and their research on PFAS issue.

V. Adjournment Protocol

A. *Future Meetings* (minimum requirement of two meetings per federal fiscal year)

1) November 2024

i. Officer Elections

2) May 2025

Motion made by to adjourn the meeting by Brandon with a second by Jim W. Motion passed at 1642.