



Kent Co. Emergency Planning Committee
Kent Co. Sheriff's Department
Office of Emergency Management
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2009 KENT COUNTY LOCAL EMERGENCY PLANNING COMMITTEE WORK PLAN

I. Emergency Plan Development and Maintenance

- a. Identify and schedule completion of new plans. Have plans approved by SERC. [Staff]
- b. Update 241 of a total of 241 SOPS (Standard Operating Procedures) in need of revision each year.
- c. Continue looking at Tier II Manager Software to streamline plan development. Attach plans onto the web based software and educate other first responders within our community on its use. Review facility entries into Tier II Manager and identify any new sites that will need an offsite response plan. [Staff]
- d. Continue to put new facility data into computer by use of CAMEOfm (Computer Aided Management of Emergency Operations) software. [Staff]
- e. Continue mapping and updating information on Special Needs groups in CAMEO. [Staff]

2. Disaster Exercise

Plan and carry out an exercise to test a SARA (Superfund Amendments Reauthorization Act) Title III Offsite Response Plan in May. This year's exercise should take place in a community that relies on the Wyoming HazMat team. (Exercise Design Subcommittee)

3. Community Awareness

- a. Continue to keep community leaders informed about LEPC activities. Consider activities based on the 20th anniversary of the Kent County LEPC. [Public Information Subcommittee]
- b. Plan activities for May, 2008 Chemical Awareness Week. [Public Information Subcommittee]
- c. Continue to update Community Right-To-Know and public awareness programs, reprint brochures as needed. [Public Information Subcommittee]
- e. Coordinate the distribution of information packets to Special Needs Groups during routine Kent County Environmental Health Department activities. [Staff]

- f. Use “How to Stay Safe in a Chemical Emergency” video in presentations to community groups, etc. [Staff]
- g. Keep the LEPC website current and look for additional information to add to the site. [Public Information Subcommittee]

4. Industry Education

- a. Develop and present an outreach seminar. [Industry Outreach Subcommittee]
- b. Continue to have members of this subcommittee assist with other homeland security issues as they are identified. [Staff]
- c. Have members of this Subcommittee sit on the Statewide Food and Agriculture Protection Group. [Industry Outreach Subcommittee]

5. General Administration

- a. Prepare and implement the annual work plan for the LEPC and Staff. [LEPC Executive Subcommittee]
- b. Provide recommendations for the year 2010 budget by May, 2009. [LEPC Executive Subcommittee]
- c. Present and review the annual report with the Kent County Board of Commissioners. [LEPC Executive Subcommittee]
- d. Keep posted on HMEP (Hazardous Materials Emergency Preparedness) grant funding issues and look at other possible sources of funding. [LEPC Executive Subcommittee]
- e. Implement the Kent County LEPC Community Outreach Plan. [Public Information Subcommittee]
- f. Review and update bylaws as needed. [LEPC Executive Subcommittee]
- g. Review and discuss the Direction of the LEPC [LEPC Executive Subcommittee]
- h. Look into the possibility of the Kent County LEPC approving the Grand Rapids SARA Title III offsite response plan development and fulfilling the role of their LEPC.

cc: Roger Morgan, Chairperson, Kent County Board of Commissioners

LEPC Membership and Disciplines- 2009

Member Name & Title	Association	Category Represented
Alderink, Deb, RN, CIH Industrial Hygienist	Fishbeck, Thompson, Carr & Huber	Health/Environmental
Austin, Robert, Wyoming Fire Chief	Wyoming Fire Department	Fire/Hazmat

Babins, Kathy	Kent County DPW	Public Works
Bart, Mitch, Director of Facilities	Kent Intermediate School District	Education
Blase, Betty	Michigan State University Extension	Public Information
Bulson, Julie	Spectrum Health	Hospital Personnel
Bry, John	Clear Channel Broadcast	News Media
Byle, Tom, Assistant Director of Engineering	Kent County Road Commission	Transportation
Davis, Sandra	Area Agency on Aging	Community Group
House, Mark	Roskam Baking	Industry
Kragt, Chip	American Red Cross	Human Services
Partridge, Capt. Bruce	Kent County Sheriff Department	Law Enforcement
Porter, Dayna	Kent County Health Department	Health
Rodriguez, Senez, Executive Director	Kent County Emergency Medical Services	First Aid
Schmidt, William, Walker Fire Chief	Walker Fire Department	Fire Services
Shane, Nancy	City of Kentwood	Fire Services
Stewart, Lt. Jack, Emergency Management Coordinator	Kent County Sheriff Department	Emergency Management/ Law Enforcement
Tanis, Art, Commissioner	Kent County Board of Commissioners	Public Official