



Kent Co. Emergency Planning Committee
Kent Co. Sheriff's Department
Office of Emergency Management
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2012 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 Michigan State Police Emergency Management and Homeland Security Staff. [Staff]
- b. Update 242 of a total of 242 SOPS (Standard Operating Procedures) in need of revision each year. [Staff]
- c. Continue using Tier II Manager Software, attaching plans onto the web based software and educating 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 CAMEOv2 (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 TriCom. (Exercise Design Subcommittee)

3. Community Awareness

- a. Continue to keep our community informed about LEPC activities. Distribute a newsletter at least every 2 months. [Public Information Subcommittee]
- b. Plan activities for May, 2012 Chemical Awareness Week. [Public Information Subcommittee]

- c. Continue to update Community Right-To-Know and public awareness programs, reprint brochures and look into creating a Facebook presence. [Public Information Subcommittee]
- d. Continue to coordinate the distribution of information packets to Special Needs Groups during routine Kent County Environmental Health Department activities. [Environmental Health staff]
- e. 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 2013 budget by May, 2012, if requested. [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. Develop a Kent County LEPC Strategic Plan. [LEPC Executive Subcommittee]
- f. Review and update bylaws as needed. [LEPC Executive Subcommittee]
- g. Review and discuss the Direction of the LEPC [LEPC Executive Subcommittee]
- h. Complete the process of the Kent County LEPC approving the Grand Rapids SARA Title III offsite response plans and fulfilling the role of their LEPC. [LEPC Executive Subcommittee]

cc: Sandi Frost Parrish, Chairperson, Kent County Board of Commissioners

LEPC Membership and Disciplines- 2012

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
Bulson, Julie	Spectrum Health Hospitals	Hospital Personnel
Byle, Tom, Assistant Director of Engineering	Kent County Road Commission	Transportation
Czerwinski, Tom	Area Agency on Aging of West Michigan	Community Group
Dewitt, Capt. Chuck. Technology & Communications	Kent County Sheriff's Dept.	Law Enforcement
Draper, Pat (interim)	Kent County Health Dept;	Health
House, Mark	Roskam Baking	Industry
Irish-Brown, Amy Educator	MSU Extension	Agriculture
Kragt, Chip	American Red Cross	Human Services
LaFurgey, Joe	WOOD TV	News Media
Maczko, Jim Warning Coordination Meteorologist	National Weather Service	Other/Weather Safety
Obiden, Damon	Kent County Emergency Med. Svcs	Emergency Medical Services
Peraino, Tim Director of Facilities & Purchasing	Kent Intermediate School District	Education
Radakovitz, Scott	Lacks Enterprises	Industry
Shane, Nancy	City of Kentwood	Fire Services
Stewart, Jack, Emergency Management Coordinator	Kent County Sheriff Department	Emergency Management/ Law Enforcement
Talen, Jim Commissioner	Kent County Board of Commission	Public Official