



INDIANA EMERGENCY RESPONSE COMMISSION

MEETING MINUTES

Meeting Details

Date: September 18, 2023

Time: 12:30 PM CST

Location: Gibson County Courthouse Annex North, Commissioners Meeting Room, 225 North Hart Street, Princeton, Indiana 47670 and virtually via Microsoft Teams – Pursuant to [IC 5-14-1.5-3.6](#)

Member Attendance

Name	Present		Means of Participation
	Yes	No	
Stephen Jones	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Michael White	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Peggy Dorsey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Chris Barr	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NA
Matt Bilkey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Electronic Means (MS Teams)
Jeff Larmore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Cara Cyrus	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NA
Shawn French	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NA
Bruce Palin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
James Pridgen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Electronic Means (MS Teams)
Aaron Sims	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person

Notes

Additional information may be available at the [DHS Boards and Commissions Page](#).

Hillary Egan, Erin Miller, Jackie Pulley, and Melissa Amerman all from IDHS, also in attendance.

- 1. Call to Order:** At 1:12 PM CST Chairman Steve Jones called the September 18, 2023, Indiana Emergency Response Commission (IERC) meeting to order. Meeting started late to wait for a new member to arrive so that quorum could be met. Some members attended the meeting electronically by videoconference and teleconference call through Microsoft Teams, pursuant to the requirements of [Indiana Code § 5-14-1.5-3.6](#).
 - 2. Roll Call and Quorum:** A roll call was conducted to determine member attendance. The
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results are included above. Quorum was met.

- 3. Reports and Updates:** Chairman Jones stated the main goal of the committee is to be committed to keeping the people of Indiana safe by helping the emergency planning districts focus on being better prepared in the event of a disaster.

Michael White provided a support staff update. Casey Kenworthy has left IDHS; Erin Miller has taken his place as the SARA Title III Program Manager. Melissa Amerman has been hired to replace Erin as the LEPC Program Manager for the west side of the state.

- 4. Review and Action of May 08, 2023, Meeting Minutes:** The IERC reviewed the May 08, 2023, Meeting Minutes, as posted in the meeting materials. The IERC approved the minutes, by a vote of 8-0.

Name	Vote	
	Yes	No
Stephen Jones	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Michael White	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Peggy Dorsey	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chris Barr	<input type="checkbox"/>	<input type="checkbox"/>
Matt Bilkey	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeff Larmore	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cara Cyrus	<input type="checkbox"/>	<input type="checkbox"/>
Shawn French	<input type="checkbox"/>	<input type="checkbox"/>
Bruce Palin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
James Pridgen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Aaron Sims	<input checked="" type="checkbox"/>	<input type="checkbox"/>

5. Fiscal Report

Michael White gave a fiscal report to include a Starting balance of \$431,565 and is the operating expense, total encumbrances \$99,300.

Tier II Manager update Platform increase for facility licenses is Increasing for public licenses by 1000 facilities, currently it is 7500 facilities.

An additional \$10,000 is being requested for 2023's upcoming Hazmat Conference.

Discussion on use of the \$10,000 conference money being requested. The money is used to hire speakers for training, and to provide their accommodation while at the conference. It serves to offset the total cost of the conference which is currently about \$30,000.



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-Vote to approve the additional funding for the Hazmat Conference was proposed by Michael White: The IERC approved the additional funding by 7-0 with Michael White abstaining.

Name	Vote	
	Yes	No
Stephen Jones	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Michael White	<input type="checkbox"/>	<input type="checkbox"/>
Peggy Dorsey	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chris Barr	<input type="checkbox"/>	<input type="checkbox"/>
Matt Bilkey	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeff Larmore	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cara Cyrus	<input type="checkbox"/>	<input type="checkbox"/>
Shawn French	<input type="checkbox"/>	<input type="checkbox"/>
Bruce Palin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
James Pridgen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Aaron Sims	<input checked="" type="checkbox"/>	<input type="checkbox"/>

6. Old Business

Approved Training List Discussion:

It was suggested that the IERC provide a recommended resource list for less connected LEPCs or LEPCs with new board members to aid in locating and scheduling hazmat training. It was proposed that the list be online with hyperlinks to the website and be labeled as a Resource List.

Further discussion is needed.

Lithium-Ion Batteries. Mr. White was approached by an LEPC that enquired if they could use LEPC funds to purchase an electric vehicle plug. This plug, once plugged in, will make the vehicle think it is charging and will stop the vehicle from moving. Further discussion is needed for the next meeting.

IERC Handbook update:

A draft will be distributed prior to the next meeting.

Chemical Requirements for Exercises Discussion:

Mr. White reported that many counties only have one EHS chemical and exercising that one chemical time and again allows for the potential of complacency and diminishing participation. He proposed that other potentially hazardous chemicals be used if there is a legitimate plan in place.



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The parameters will be discussed further and provided to the LEPCs. The IDHS hazmat specialists will review the exercise proposals to determine if the LEPC has provided sufficient justification for the use of a non-EHS chemical.

An EHS chemical will still be preferred but there will not be penalization for using a non-EHS chemical that has received approval.

-Mr. White proposed a change in exercise requirements to allow the use of a non-EHS chemical with a realistic scenario. Ms. Dorsey seconded the motion. The IERC approved with a vote of 8-0.

Name	Vote	
	Yes	No
Stephen Jones	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Michael White	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Peggy Dorsey	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chris Barr	<input type="checkbox"/>	<input type="checkbox"/>
Matt Bilkey	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeff Larmore	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cara Cyrus	<input type="checkbox"/>	<input type="checkbox"/>
Shawn French	<input type="checkbox"/>	<input type="checkbox"/>
Bruce Palin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
James Pridgen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Aaron Sims	<input checked="" type="checkbox"/>	<input type="checkbox"/>

7. New Business

Due Dates for Submissions of Compliance Reports:

Mr. White noted that many of the due dates for submission of compliance reports were created by the IERC as rule so they can be changed.

Roster Report—April 30th

By-laws—April 30th

Fiscal Report—October 31st

The legal notice and exercise proposal will stay the same, January 31st and May 1st respectively.

Further discussion about changing the due date for the LEPC plan will be needed, as it is in Indiana Code.



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-Mr. White made a motion to approve the proposed due date changes to the roster, bylaws, and fiscal report as listed above. Mr. Larmore seconded. IREC approved with a vote of 8-0.

Name	Vote	
	Yes	No
Stephen Jones	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Michael White	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Peggy Dorsey	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chris Barr	<input type="checkbox"/>	<input type="checkbox"/>
Matt Bilkey	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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Cara Cyrus	<input type="checkbox"/>	<input type="checkbox"/>
Shawn French	<input type="checkbox"/>	<input type="checkbox"/>
Bruce Palin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
James Pridgen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Aaron	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Extensions for LEPC Exercise Proposal requested by counties:

Knox, Benton, Newton, Madison. With Erin Miller giving an update that Benton, Newton, and Madison counties still need extensions approved because the reports were put in late.

-Motion to approve the extensions was made by Mr. Palin and seconded by Mr. Larmore. The IERC approved the extension by vote of 8-0.

Name	Vote	
	Yes	No
Stephen Jones	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Michael White	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Peggy Dorsey	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chris Barr	<input type="checkbox"/>	<input type="checkbox"/>
Matt Bilkey	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeff Larmore	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cara Cyrus	<input type="checkbox"/>	<input type="checkbox"/>
Shawn French	<input type="checkbox"/>	<input type="checkbox"/>



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Bruce Palin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
James Pridgen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Aaron	<input checked="" type="checkbox"/>	<input type="checkbox"/>

8. Next Meeting

November 2, 2023, at 11:30 AM EST to 12:30 PM EST at the IAHRM 2023 Indiana Hazmat Conference located at MADE in Plainfield 1610 Reeves Road, Plainfield, Indiana 46168. You are not required to register if you are only coming to the meeting. To register for the IAHRM 2023 Indiana HazMat Conference please use the following link:

A public notice with specific details regarding the format of the meeting will be provided on the [IDHS Boards and Commissions Page](#) in advance of the meeting date.

9. Adjournment

-The Commission voted to adjourn the meeting. IREC approved with a vote of 8-0.

Name	Vote	
	Yes	No
Stephen Jones	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Michael White	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Peggy Dorsey	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chris Barr	<input type="checkbox"/>	<input type="checkbox"/>
Matt Bilkey	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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Cara Cyrus	<input type="checkbox"/>	<input type="checkbox"/>
Shawn French	<input type="checkbox"/>	<input type="checkbox"/>
Bruce Palin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
James Pridgen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Aaron Sims	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Signature:

Date: