**INDIANA EMERGENCY RESPONSE COMMISSION (IERC)**

**COMMUNICATIONS COMMITTEE**

**1729 Wabash Ave.**

**Rochester, IN 46975**

**May 11, 2015**

**9:00 A.M.**

**COMMITTEE MEMBERS PRESENT**

Dean Larson—Public Representative, Chair

Ian Ewusi—IDHS/IDEM

Jeff Larmore—Marion County LEPC

James Pridgen—Industry Representative present via call-in

**The following Committee members were absent:**

Matt Bilkey—Designee for Superintendent of ISP

Shawn French—Industry Representative Becky Waymire—Morgan County LEPC

Sherman Greer-Public Representative

**The following Commission members were present:**

James Greeson— State Fire Marshal, IERC Chair

**The following staff and audience members were present:**

Madison Roe—IDHS

Brad Gavin—IDHS

Catherine Dutton—IDHS

David McGuire—IDHS

Jennifer Tobey—Elkhart County EMA/EMAI Representative

David Tofson—Fulton County EMA / EMAI Representative

**QUORUM**

IERC Field Rep Ian Ewusi indicated a quorum was present. [After the meeting was held it was discovered that a quorum was not present for this meeting.]

**Implementation of Electronic Communications Meetings Policy**

As one of the representatives attended the meeting via tele-conference, the committee conducted a roll call vote for all motions.

**MINUTES**

Motion to accept March 9, 2015 meeting minutes was made by Mr. Pridgen seconded by Mr. Larmore.

Dean Larson—Aye

Ian Ewusi—Aye

Jeff Larmore—Aye

James Pridgen—Aye

**MOTION CARRIED.**

**BUSINESS**

* Mr. Larson gave an update on the upcoming 2015 EMAI Conference. He discussed the tentative agenda for the upcoming EMAI conference specifically detailed which presentations would cover hazardous materials. As more than 50% of the presentations will be on hazardous materials, EMAI has met one of their conditions to receive IERC funding for the conference, which was voted on and approved during the March 9, 2015 IERC meeting.
* Mr. Larson commended Mr. Pridgen and Mr. French for their efforts on the EMAI Conference Vendor Committee.
* IDHS Director Kane has confirmed his availability to address the conference and present EMAI/IERC awards. EMAI will have two County Commissioners speak about their roles and responsibilities during a disaster declaration and hazardous materials incidents. EMAI will investigate bringing in out-of-state Commissioners for future conferences to discuss other state’s perspectives. Nature’s Way will be presenting on animal rescue and decontamination in emergency planning and response.
* Ms. Tobey presented an estimated balance sheet for the 2015 EMAI Conference and asked the IERC to pay for half the costs of speaker fees and ProCaM, which will amount to approximately $10,000 - $12,000. Ms. Tobey stressed that the balance sheet was an estimate only and wanted to make the IERC aware that EMAI Conference expenses may be over or under the estimated amount. Ms. Tobey will inform the IERC of any changes to these estimated costs. Mr. Gavin stated that the grant will be a reimbursement grant, as are all grant agreements from the State, so EMAI can confirm the actual cost. The IERC has approved a $10,000 cap but can review the amount if EMAI’s costs change significantly. Ms. Dutton requested EMAI take care of their administrative requirements for doing business with the State and will work on a grant from IERC to EMAI administered through IDHS fiscal department.
* Mr. Larson asked Ms. Roe to resend the LEPC Award nomination form to the LEPCs and reminded the commission of the July 1, 2015 due date for submissions.
* Mr. Larson requested that the next Communications Committee meeting be held on July 13, 2015 at 10:00am – 12:00pm to review all the award nominations. Ms. Roe suggested that the commission review LEPC exercises of note to identify suitable candidates for awards.

**ADJOURNMENT**

Meeting was adjourned without vote.

**NEXT MEETING**

July 13, 2015 in Anderson, IN.

Dean Larson, Chair