



**INDIANA EMERGENCY RESPONSE COMMISSION (IERC)
POLICY/TECHNICAL COMMITTEE**

**Firefighter's Union Hall
748 Massachusetts Avenue
Indianapolis, Indiana 46204
January 14th, 2019 [Start Time: 10:58 am]**

COMMITTEE MEMBERS PRESENT:

Ian Ewusi—IDHS
Jeff Larmore—Local Government Representative
Laura Steadham—Designee for IDEM Executive
James Pridgen—Business/Industry Representative, Chair
Allison Moore—Monroe County EMA
Madison Roe—IDHS
Becky Waymire—Morgan County LEPC

COMMITTEE MEMBERS ABSENT:

Shawn French—Business/Industry Representative
Cara Cyrus—Business/Industry Representative
Matt Bilkey—Designee for ISP Superintendent

The following Commissioners, staff and audience members were present:

Kraig Kinney—IDHS
Dawn Mason—IDHS
Sarah Chaney—IDHS

WELCOME AND INTRODUCTION

Mr. Pridgen welcomed everyone to the meeting and asked for a determination of a quorum.

DETERMINATION OF QUORUM

Ms. Mason advised there was a quorum present.

CONSIDERATION OF MINUTES

A motion to accept September 10th, 2018, meeting minutes was made by Ms. Roe and seconded by Mr. Larmore. Motion Carried.

No further discussion occurred.

Roll Call Vote

Mr. Pridgen—Yes
Mr. Larmore—Yes
Ms. Moore—Yes
Mr. Ewusi—Yes
Ms. Waymire—Abstained
Ms. Steadham—Yes
Ms. Roe—Yes

OLD BUSINESS

2018 Year in Review

Mr. Pridgen asked Mr. Ewusi to give a 2018 year end summary. Mr. Ewusi stated we are fully staffed as it related to the IERC and introduced the staff. He stated Ms. Mason and Ms. Chaney are to be the new LEPC Program Managers. He explained that Ms. Roe is managing Tier II reporting successfully given the newness of the Tier II Manger reporting system. Mr. Pridgen asked for a brief background of Ms. Chaney. She stated she recently received her Bachelor's Degree and has worked for IDHS for seven months.

Ms. Roe gave a brief statement about the Tier II Manager system functioning well for LEPCs and staff. Mr. Larmore asked about the new module that facilitates bulk invoicing feature. Ms. Roe reported that forty-one (41) facility users are signed up to use the bulk invoicing feature. Ms. Mason reported on the updated fact sheet and current efforts to LEPC marketing materials like the flyer and newsletter. Mr. Pridgen commented that he believes the biggest marketing hit would be yardsticks. Mr. Larmore commented they may be too expensive.

NEW BUSINESS

Update on Flyer and Newsletter

Mr. Pridgen asked staff for an update on the flyer and newsletter. Ms. Chaney stated she and Ms. Mason are meeting with IDHS PIO this week to discuss these. She explained that IDHS is moving to a standard format for marketing materials, and they plan to have drafts at the March meeting. Ms. Chaney mentioned they are looking for content for the newsletter and encourages Commissioners and committee members to submit ideas through email. Ms. Mason commented that there was talk of discussing the newsletter at the retreat as well.

No further discussion occurred.

Grants: HMEP Questions

Ms. Roe stated that grants provided a breakdown of the funding figures. She reported the 2019 HMEP grant threshold was set at \$10,000 per project, but were able to accommodate multiple projects. She reported that out of the forty two (42) applicants that applied thirty seven (37) were awarded funding while five (5) were denied. Ms. Roe stated that twenty nine (29) LEPCs were awarded funding and four (4) non- LEPCs were awarded. She stated the total 2019 funding amount awarded was

\$284,497.42 and the total amount denied was \$51,398.75 which entailed \$251,460.72 to LEPCs and \$33,036.70 to non-LEPCs.

Mr. Pridgen asked if there was a process for reviewing HMEP denials. He stated there should be a side meeting set to address this if this occurred. Mr. Kinney stated that grants staff has been open about the process. He mentioned staff are managing multiple IDHS grants and each operates differently. He also noted that staff has expressed concerns that LEPCs only apply once a year, and have to relearn the grant application process as volunteers. Mr. Hamby commented that he wishes these grants were more available to volunteer fire departments due to the lack of funding. He stated the lack of funding will impact aging firefighters that volunteer departments are mainly comprised of.

Mr. Larmore commented that if LEPCs are concerned about being denied funding than a better instruction process must be made available to address this concern. He inquired about the \$10,000 cap per project and Ms. Roe indicated that grants staff is entertaining and evaluating concerns. Mr. Larmore asked about EMAs filling out the grant forms for LEPCs. Ms. Chaney stated this works in some cases but a few counties don't work with their EMA due to conflicts. Ms. Moore commented there needs to be more encouragement to work with EMA and LEPCs. She acknowledged her county works, but others may not. Mr. Kinney suggested this could be discussed further at the retreat.

A brief discussion occurred about awards, and Mr. Pridgen stated he would bring it the IERC Meeting at 1:30 p.m. to discuss a solution.

No further discussion occurred

Retreat

Mr. Pridgen stated he has researched a few locations for the retreat and he would be contacting Camp Atterbury to inquire about accommodation for a day and a half retreat. Mr. Pridgen stated this would be affordable and also lodging on site is available. Ms. Chaney and Ms. Roe offered a few dates in April that could work but cautioned against the week Fire Department Instruction's Conference (FDIC) occurs. Mr. Pridgen stated he would look into this matter further and work with IERC staff on finalizing the retreat.

No further discussion occurred

ADJOURNMENT

A motion to adjourn the meeting was made by Mr. Larmore and seconded by Ms. Moore. No further discussion occurred. Meeting adjourned by acclamation.

NEXT MEETING

Marion County Health Department
4012 North Rural St.
Indianapolis, Indiana 46205
March 11th, 2019

James Pridgen
James Pridgen, Chair

