

iLatah County  
**Local Emergency Planning Committee (LEPC)**  
Latah County Courthouse  
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**LEPC Minutes**  
**Meeting of June 12, 2014**

Elizabeth King opened the meeting at 9:00 am. Minutes were approved as e-mailed for the April 10, 2014 meeting. The meeting began with introductions.

There were in attendance (19):

Dan Carscallen, Clerk, N Latah County Highway District; Council Member, City of Moscow  
Dave Reynolds, EMS Division Chief, Moscow Volunteer Fire Department  
Kayla Moehrle, Planner, Public Health Idaho North Central District  
Dave Glasbrook, Commercial Pilot/Concerned Citizen, City of Moscow  
Penny Martinez, Campus Security Director, University of Idaho  
Matt Dudley, Planner, Public Health Idaho North Central District  
Sean Lunsford, District Manager, North Central District American Red Cross  
Michelle Fuson, Planning Director, Latah County Planning and Building  
Debi Ruppe, North Central Idaho Field Officer, Idaho Bureau of Homeland Security  
Mike Doherty, American Red Cross/CERT Volunteer, Latah County  
\*Jamie Lewis, Planner, Latah County Planning and Building  
\*Cliff McAleer, Director, Milestone Decisions Inc  
\*Keith Goodenough, Risk Management Director, University of Idaho  
Alan Martinson, Noxious Weed Superintendent, Latah County  
Lt James Fry, Support Services Commander, Moscow Police Department  
Elizabeth King, LEPC Chairperson/WSU Emergency Management Coordinator  
Geoff Billin, LEPC Vice Chair; Amateur Radio Emergency Services Coordinator  
Casey Strong, Assistant Fire Warden, Idaho Department of Lands  
Ed Button, Fire Chief, Moscow Volunteer Fire Department

(\* Indicates new attendees)

Elizabeth King let the attendees know the agenda had to be amended a second time. Both the Cybersecurity and ARES need to be rescheduled for a later date.

**1. North Central Joint Information System Functional Exercise**

A brief overview of how the Joint Information Center (JIC) and Joint Information System (JIS) came about was discussed. A regional committee was organized and a plan was developed for the region and exercised. The exercise scenario was based on a flood and very realistic. The core capabilities addressed were: operational coordination; public information and warning; operational coordination. Some of the findings from the exercise included:

- a. Not enough people trained in the Public Information Officer (PIO) field.
- b. Not everyone was familiar with the plan.
- c. Coordination of messaging.
- d. Every county has different capabilities.
- e. Redo plan then have some drills so everyone is comfortable.

The After Action Report (AAR) was distributed at the LEPC meeting. It was a good learning experience.

The committee meets every quarter in Lewiston. Asotin and Whitman Counties have asked to participate. Idaho Bureau of Homeland Security has a Public Information Emergency Response (PIER) trained team that can be utilized, but it would be great if we had enough trained individuals in our region that would be capable of speaking to the media.

There were very good suggestions and discussion that went along with this topic.

## **2. Resource Inventory Tracking**

Sandy Rollins was tasked at the previous LEPC meeting to ask entities to update their resources, so in case of a disaster we would know who has what equipment available to assist. A majority of the entities have responded.

## **3. Other Business**

Geoff mentioned the Amateur Radio Emergency Services (ARES) group did a field test in the various communities in Latah County, and were able to communicate with each other.

Sandy Rollins is retiring September 30, 2014.

## **4. Training/Events**

- a. July 29 = Regional Mutual Aid Fire Season Mtg, Fire Station 2 (6:30 pm–9:30 pm)
- b. August 2 = Deary Day
- c. August 5 = National Night Out Against Crime in Potlatch (6:00 pm – 9:00 pm)
- d. August 5 = National Night Out Against Crime in Moscow (6:00 pm – 9:00 pm)

Some of the recording was inaudible, so sorry for any inconvenience. If anyone would like to listen to the recording of the minutes, please contact me so we can set a time for you to do that.

**The next meeting is August 14, 2014 at 9:00 am.**

Being no further business, the meeting adjourned at 10:15 am.

Respectfully submitted,  
Sandy Rollins