

**Village of Germantown Hills**

**ESDA Committee Meeting Minutes**

**October 19, 2017 4:30 p.m.**

| <b>ESDA Committee</b>             | <b>Roll Call</b> | <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> |
|-----------------------------------|------------------|----------|----------|----------|----------|----------|
| Mike Hinrichsen-Village President | P                | Y        | Y        |          |          |          |
| Ann Sasso                         | P                | Y        | Y        |          |          |          |
| Amy Pace                          | P                | Y        | Y        |          |          |          |
| Julia Miller                      | A                | -        | Y        |          |          |          |
| Rich Brecklin                     | P                | Y        | Y        |          |          |          |
| Ron Kiefner                       | P                | Y        | Y        |          |          |          |
| Chip Wilmot                       | P                | Y        | Y        |          |          |          |
| Matt Smith                        | A                | -        | -        |          |          |          |
| Justin Nena                       | A                | -        | -        |          |          |          |
| Dan Mair                          | P                | Y        | Y        |          |          |          |
| Kent McCanless                    | P                | Y        | Y        |          |          |          |
| Greg Long                         | P                | Y        | Y        |          |          |          |

- 1. Call to Order/Roll Call/Pledge of Allegiance**-Everyone stood and said the Pledge of Allegiance.
- 2. Approval of Minutes-July 6, 2017**-A motion was made by Dan Mair to approve the July 6, 2017 ESDA meeting minutes. The motion was seconded by Rich Brecklin. Motion passed #1.
- 3. Storm Shelter Discussion**

Chip Wilmot explained the Fire Department is looking at purchasing an above ground storm shelter that is anchored to concrete and placing it on the east side of the fire department building. Neither the Fire Department or the Village Hall has a storm shelter area. Ron Kiefner stated the Township break room is a storm shelter. Greg Long noted their water plant is all concrete and they have a partial basement. Mike Hinrichsen noted in the short term the Village could be covered if the fire department invests in a storm shelter but we will need to look at the long-term alternatives. Kent McCanless noted there may be some grant dollars. The group agreed to look at what the Village needs and funding opportunities. The Fire Department will move forward with their plan and the Village will look at what they can do in the future. Kent McCanless will check in to getting the Village a weather radio.

#### 4. General Discussion & Recommended Updates– GT Hills Emergency Operations Plan (EOP)

Amy Pace has a list of some EOP updates. We will plan on making updates a couple of times of year to the plan in order to keep it up to date. Amy Pace recommended an update to the media relations. She will put together the language for incorporation into the document.

Amy Pace suggested adding rerouting maps. Chip Wilmot noted that when the time comes for rerouting the Village President will make that determination along with IDOT and Fire Department input. Kent noted the Emergency Powers Act will go into effect. Rich Brecklin stated NIMS training helps with understanding the process to make some of those decisions.

Amy Pace discussed the importance of communication if it is down to designate spots for people to meet as an information point. Rich Brecklin noted he is hopeful the communication should be working as everyone will be able to use radios.

#### 5. Phase 2 Items Update

- Timetable
- Responsibilities

Julia Miller arrived at 5:06 p.m.

| <u>Items for follow up</u>   | <u>Responsible</u>     | <u>When</u>                    |
|--|------------------------|--------------------------------|
| a) <b>Appoint Vice Chair</b><br>Ann Sasso noted the Emergency Operations Plan is exempt from FOIA. The attorney is checking on the set up of a designee in the absence of the Village President. Chip Wilmot noted that not only should you have a list of persons that would be taking charge in succession but also a list of locations in the event some areas are no longer available. | <b>Mike Hinrichsen</b> | <b>Next Village Board Mtg.</b> |
| b) <b>Emergency Power Act</b><br>This was completed in July.   | <b>Mike Hinrichsen</b> | <b>Next Village Board Mtg.</b> |
| c) <b>Complete Burn Ban Committee Mtg.</b><br>The Village President can initiate a burn ban.   | <b>Chip Wilmott</b>    | <b>Next ESDA</b>               |
| d) <b>Mutual Aid Agreement</b><br>Ann Sasso noted several communities that are in our mutual aid agreement. She will check with Melissa Brown to see if there is a need to update the document.  | <b>Ann Sasso</b>       | <b>End August</b>              |



**q) Illinois Public Works  
Mtg.**

**Rich Brecklin**

**July Village Board**

This has been completed.

- 6. Application Exercise-**Amy Pace presented an application exercise for the group to work through. The question was if it was an emergency management event. The group discussed the incident, how we are prepared, current gaps, what is the role as an ESDA member and how is public works involved.

Mike Hinrichsen noted it is good to go through an exercise.

- 7. Discussion and recommendation to the Village Board to host CPR/AED training for the Board and ESDA members-**Amy Pace suggested offering a CPR class. Kent McCanless stated he could do a class after the first of the year. This would be on a voluntary basis.

- 8. Germantown Hills Fire & Ambulance Update-**Chip Wilmot had nothing new to report.

- 9. Woodford County ESDA Update-**Kent McCanless stated they are working on their Emergency Operation Plan.

- 10. Tri-County Regional Planning Commission Natural Hazard Mitigation Plan-**There is a meeting next week.

- 11. Next meeting date, items and responsibilities-**The next meeting will be on January 18, 2018 at 5:00 p.m.

- 12. Other-OMA Training**

- 13. Adjournment-** A motion was made by Rich Brecklin to adjourn the meeting at 6:00 p.m. The motion was seconded by Kent McCanless. **Motion passed #2.**

Ann Sasso, Village Clerk