

**MINUTES  
EMERGENCY PLANNING**

**ITEM 1: CALL TO ORDER/ROLL CALL**

The September 12, 2011, meeting of the Emergency Planning Committee was called to order at 5:35 p.m. by Chairman, Karl Nail.

Those present were:

CHAIRMAN	Karl Nail	P
VICE CHAIRMAN	Dr. Robert Everett	A –arrived at 5:36
MEMBER	Lee Kuhlman	P
MEMBER	David Brown	P
MEMBER	Ron Hamett	P

Others: Jon Tankersley, Kevin Self, Ian Crittenden

**ITEM 2: CONSIDER APPROVAL OF AGENDA**

Lee Kuhlman made the motion to approve the Agenda as presented. David Brown seconded the motion.

Board Polled:

Nail	Yes
Everett	Yes
Kuhlman	Yes
Brown	Yes
Hamett	Yes

Motion carried.

**ITEM 3: CONSIDER APPROVAL OF MINUTES  
August 27, 2009, Meeting**

David Brown made the motion to approve the minutes of August 27, 2009. Lee Kuhlman seconded the motion.

Board Polled:

Nail	Yes
Everett	Yes
Kuhlman	Yes
Brown	Yes

Hamett Yes

Motion carried.

**ITEM 4: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF THE CITY OF NEWCASTLE EMERGENCY OPERATIONS PLANS**

Kevin Self presented a draft of the Emergency Operations Plan. The following sections were discussed:

1. Organizational Roster needs to be updated – Annex A.
2. Annex C-3 #3: Task organization responsibilities follows the federal, state, and county operations plans. Jon Tankersley explained that the primary contact is the County Sheriff's Department and the secondary designation is the Purcell Police Department.
3. Annex C, Appendix 2 Community Warning: Committee discussed rewording including City of Newcastle's determination of an emergency along with County Sheriff's Office or the Purcell Police Department. This change needs to amend Annex C-3 #3 also.
4. Annex N-7: This sections deals with City of Newcastle staging areas. Identify locations in Newcastle to use as staging areas.

Kevin discussed an Evacuation Plan needs to be approved to include with the EOP. The City is still waiting on confirmation for FEMA on funding to start on the Hazard Mitigation Plan.

Dr. Everett made the motion to recommend approval of the City of Newcastle Emergency Operations Plan. Ron Hamett seconded the motion.

Board Polled:

Nail	Yes
Everett	Yes
Kuhlman	Yes
Brown	Yes
Hamett	Yes

Motion carried.

**ITEM 5: DISCUSSION AND POSSIBLE ACTION ON SETTING NEXT MEETING DATE**

The next meeting will be scheduled for Monday, October 10, 2011, at 5:00 p.m.

**ITEM 6: CITIZENS COMMENTS**

None

**ITEM 7: OLD BUSINESS**

None

**ITEM 8: NEW BUSINESS**

None

**ITEM 9: ADJOURNMENT**

David Brown made the motion to adjourn the meeting at 5:59 p.m. Lee Kuhlman seconded the motion.

Board Polled:

Nail	Yes
Everett	Yes
Kuhlman	Yes
Brown	Yes
Hamett	Yes

Motion carried.