

**AGENDA**  
**IOWA EMERGENCY RESPONSE COMMISSION**  
**Thursday, March 26, 2015, at 10 a.m.**  
**Polk County EOC**  
**1907 Carpenter Ave.**  
**Des Moines, IA 50314**

**Toll-Free Conference number: 1-800-645-2989**  
**Conference Code: 003234**

- **Attendance and introductions – Need 6 of the 8 voting members for a quorum**
  - Roll call
  - Introduce new members
  
- **Approval of Agenda**
  
- **Approval of Minutes – Oct. 30, 2014**
  
- **Correspondence, Speeches, Conference Reports**
  
- **Standing Committee**
  - Current Committees and Membership Interest – discussion is needed about the current committees and the level of participation on them. (Handout included)
    - Executive Committee
    - LEPC Support/Education Committee
    - Rules (Chapter 605) and Fees Committee
    - Grants Committee
    - Nomination Committee
  
- **Old Business:**
  
- **New Business:**
  - Review and designation of voting private industry representative - Reference Iowa Administrative Code (IAC) Section 605 Chapter 101.2 (1)
  - US DOT Emergency Order for Petroleum Crude Oil Railroad Carriers (Update) – Tracey Epps
  - New and Term Extension of Commission Members – Tracey Epps
  - 2016 HMEP Grant discussion/vote – Lisa Sexton
  - Joint Commodity Flow Study Invitation from Nebraska – Lisa Sexton
  
- **Agency Reports**
  - **Department of Homeland Security and Emergency Management**
    - Section 301 – LEPC membership – Appointments and Resignations
      - LEPC Membership Report – Tracey Epps, HSEMD
    - Section 303 – ESF-10, Hazardous Materials Plan Submissions – Tracey Epps
    - Section 305 – Grants, Training Funds and Courses – Lisa Sexton, HSEMD

- **Dept. of Natural Resources**
  - Section 302 & 312 – Tier II Reporting & Facility Submissions – Elonda Bacon, DNR Emergency Response Staff
  - Section 304 - Emergency Notifications – Adam Broughton, DNR Emergency Response Staff
  
- **EPA Reports** – Patricia Reitz, EPA
  
- **Public Comment** -
  
- **Next meeting date** -
  
- **Adjourn**

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**OPEN MEETING INVITATION**

The meeting, held at the **Polk County EOC**, located at **1907 Carpenter St., Des Moines, IA**, is open to the public and interested persons are encouraged to attend.

**PARKING**

Entrance is on the **EAST** side of the building. If the parking spaces are filled please use the perimeter parking spaces.

**Map:** For a map and driving directions please go to:  
<https://maps.google.com/>

**TELECONFERENCE:**

Those who want to listen or give reports may call in on the telephone conference line that will be established at the beginning of the meeting. Dial the toll-free conference number and follow the voice instructions and enter the conference code when prompted. If you are using the telephone conference line, please be on time. Identify yourself clearly for the attendance record. Do not leave the conference call without notifying the Chair that you will be dropping off the call, even if you are not an IERC member. For any reason, if you are disconnect from the conference call, please reestablish your connection and announce that you have re-joined the call, even if it means interrupting the meeting in progress. Use a phone that has mute capabilities and use the mute button. Everything you say and do is recorded. If you do not have a phone with a mute button, please remember to use \*6 to mute your line and #6 to unmute your line to talk.

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NOTE: we will be using the option on our Reservationless Plus Conference Call system to digitally record conference calls. The system will announce that the call is being recorded to participants as they join the call. IERC rules require the meetings of the Iowa Emergency Response Commission be recorded. Also, this feature will help ensure accuracy in notes and minutes.