

**Lansing Emergency Plan Development Committee (LEPDC)-Minutes**

August 18, 2015

**Present:** William H. Miller – CU Veterinary Professor; Doug Dake – Lansing Town Board member; Dan Ferguson – LCSD teacher & Lansing Fire/EMT; Karen Bishop- Director of Community Health at TC Health Dept.

**Absent:** Katrina Binkewicz-TST BOCES teacher; John Fleming – Walnut Ridge Dairy LLC; Scott Purcell-Town of Lansing Fire Chief; Chris Pettograsso-LCSD Superintendent; Mary June King-LCSD Business Administrator; Charlie Purcell-Lansing Town Highway Dept.; Glenn Fenner-LCSD Buildings and Grounds Supervisor; Lynn Day-Lansing Code Enforcement Officer

**Reviewed tasks from the July 21, 2015 meeting as follows:**

**Tasks**

1. Check with Dryden on their emergency plan.
2. Check with Village of Lansing on their emergency plan.
3. Check with the ASPCA about Pet Management Plan.
4. Generator for Town Hall as the EOC
5. Follow-up with Guy re required legislation for Emergency Plans
6. Create drop-box & share with committee members
7. Check on the shelter designation progress at LCS
8. Reach out to community advertising board owners

**Reported Action**

Bill Miller obtained  
Doug Dake shared copy  
No action  
Doug Dake to take to Board 8/19  
Doug Dake has discussed w/Guy  
Dan Ferguson created  
Dan Ferguson reports in progress  
No report

**Discussion**

**Generators** – Doug shared there is one at the Town Highway. He will discuss the need for one at the Town Hall at the next Board meeting on 8/19.

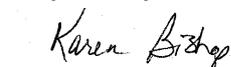
**Pet Management** – Bill shared vendor would be Country Acres, need a contract. Bill will discuss with Kathy Miller/Sharon Bowman to follow-up with Country Acres.

**Village of Lansing Emergency Plan** – Doug provided hard copies which those present reviewed. Dan agreed to use this as the format for our interim “In the Moment Plan”, will type up and route to all.

**Emergency Operations Plan** – Discussed using the template and filling in the blanks. All agreed to use “Emergency Command Post” for terminology throughout the document labeled Emergency Operations Center. The Emergency Command Post would be the Town Hall. Incident Commander would be determined by the incident i.e. Fire/natural disaster – Fire Chief. Karen agreed to complete the template and route to committee members. Doug will take both documents (“In the Moment Plan” and Emergency Operations Plan) to the Board meeting 8/19.

**Meeting adjourned at 7:15 PM**

**Respectfully submitted,**



**Karen Bishop**