

Des Moines County Local Emergency Planning Committee (LEPC)

Burlington Fire Department, 418 Valley St., Burlington, IA

November 13, 2025, 2:00 PM

Meeting Minutes

Opening Protocol

- I. Meeting called to order by Prado at 2:02 PM.
 - A. *Introductions*
 - B. New members complete "Nomination" form.
 - C. *Approval of the Agenda*
 1. Motion made by Logan to approve the agenda and 2nd by Poggemiller. Motion carried.
- II. Consideration of previous meeting minutes – May 15, 2025
 - A. Motion made by Howard to approve the previous meeting minutes and 2nd by Logan. Motion carried.
- III. Old Business
 - A. *Hazardous Materials Emergency Preparedness (HMEP) Grants Report*, Prado
 - 1) 2024 HMEP Grant – *Prado*
 - i. Hazmat Technicians and Shannon attended the International Hazardous Materials Symposium in June 2025.
 1. Comments by Prado and Howard on the training at the symposium. Prado attended a course on use of drones during hazardous materials incident response. The technicians attended training on transportation incident response. Comments by Howard that meters can be attached to the drones.
 - 2) 2025 HMEP Grant – *Prado/Howard*
 - i. Application has been processed to bring Professional Rescue Innovations to Des Moines County to train professionals and those with involvement in the LEPC community to become aware of and learn how to better respond to hazardous EV battery materials. This will be a hands-on and classroom instruction class.
 - 3) 2026 HMEP Grant – *Prado/Howard*
 - i. NOI due November 17, 2025- Ideas?
 1. Comments by Prado that the training plans are due November 17 to receive the grant. Comment by Howard with price quotes for a HazCat kit and training for use of the kit. Class is \$9,000.00 and kit is 4,419.00. Prado will apply for the grant using the HazCat quote.
- IV. New Business
 - A. *Election of Officers for 2025-2026*
 - i. Election of officers was performed with the results of Chief Rob Tapp as Chair, Captain Brandon Howard as Vice Chair, Ray Wilson will remain Secretary.
 - B. *Reports Submitted - Review*
 - i. Comments by Prado on call report numbers from the BFD do not match State DNR website numbers. Group discussed incident reporting requirements.
 - C. *Incidents Reported* <https://programs.iowadnr.gov/hazardousspills/Introductory.aspx>
 - 1) May 23, 2025- 14264 155th St. Burlington, IA: 15 Gallons of Mineral Oil. Transformer leaking
 - 2) August 8, 2025- 25865 DMC Highway 99, Oakville, IA 52646- Transformer Oil (1 Gallon)
 - D. *Exercises/training available*
 - 1) Center for Disaster Preparedness: FEMA: <https://cdp.dhs.gov/>
 - 2) November 20, 2025: **Hazmat Awareness @ BFD**, 8 AM – 5 PM.
 - 3) Hazmat Operations- Date TBD 2026
 - a. Full Scale Exercise for 2026?

Comments by Joe Ashrel EM District Liaison on as follows:

- At last month's state roundtable meeting it was discussed to send out a questioner regarding what is being done at the local and LEPC level about planning, training and exercises. How is this information being provided to the public. Also, are fire departments inspecting Tier II facilities.
- A report will be generated and presented to the State Emergency Response Commission (SERC).

V. Adjournment Protocol

A. *Future Meetings* (minimum requirement of two meetings per federal fiscal year)

- 1) May 2026
 - i. Review of ESF-10 and Tier II Reports
- 2) November 2026
 - i. Officer Elections

B. Motion by Logan and seconded by Prier to adjourn the meeting. Motion carried at 2:51 PM.