

Local Emergency Planning Commission (LEPC) Meeting Agenda

Date: Monday, 08 SEPTEMBER 2025

Time: 1130 Hours

Location: Fire Station 3

1. Call to Order

- a. Welcome and introductions
- b. Attendance / Sign-in

2. Approval of Previous Meeting Minutes

- a. Review and approval of minutes from last LEPC meeting

3. Public Comment

- a. Members of the public are invited for public comment. Each person is allotted 5 minutes and we ask that you state your name for the record.

4. New Business

a. LEPC Chair Update

- i. Website
- ii. County Commission Approval / CEPR Approval

b. Sales Tax Presentation

c. Tier II Working Group Update

- i. Overview of most recent submissions
- ii. Update on Compliance and follow-ups
- iii. Questions/concerns regarding hazardous material facilities
- iv. HAZ-MAT / Spill / Release Reports (Paul)

5. By-Laws Review / Update

- a. Notice Provided on 18 AUG 2025
- b. Shelter Presentation by Paula Hertel American Red Cross
- c. Shelter Update by Paul Resley –
 - i. Shelter Guidelines

6. ESF Overview

7. Training Opportunities

- a. Overview of upcoming local and regional emergency management trainings
- b. Discussion: Encouraging participation across departments and agencies
- c. CPR Classes – GCFD / FICO EMS / FICO EMA
- d. FEMA On-Line Training
 - i. ICS-100 : Introduction to the Incident Command System:
<https://training.fema.gov/is/courseoverview.aspx?code=IS-100.c&lang=en>

- ii. **ICS-200 – Basic Incident Command System for Initial Response:**
https://emilms.fema.gov/is_0200c/curriculum/1.html
- iii. **ICS-700 – An Introduction to the National Incident Management System:**
<https://emilms.fema.gov/IS0700b/curriculum/1.html>
- iv. **ICS-800 – National Response Framework (Unavailable currently)**

8. Open Discussion / Agency Updates

- a. **Roundtable: Updates from attending agencies or departments**
- b. **Emerging concerns or planning needs**
- c. **Resources:**

- i. <https://www.phmsa.dot.gov/sites/phmsa.dot.gov/files/2024-04/ERG2024-Eng-Web-a.pdf>
- ii. <https://www.kansastag.gov/391/LEPC-Resources-Links>

9. Next Meeting Date & Adjournment

- a. **Confirm next scheduled meeting: 06 OCT 2025 – Garden City Police Department Range**
 - i. <https://maps.app.goo.gl/5MZ621YzNE9kAaUdA>

10. Meeting Adjournment

LEPC

Meeting Minutes

Date: 08/11/2025

Time: 11:30 PM – 1:00 PM

Location: Finney County Emergency Operations Center

1. Call to Order

- Called to order by: Courtney Prewitt

2. Attendance

3. Approval of Agenda

- Motion to approve agenda: Kristi Newland
- Second: Kent Pottorf
- Outcome: Approved

4. Approval of Previous Meeting Minutes

- Motion to approve minutes from previous meeting: Kristi Newland
- Second: Kent Pottorf
- Outcome: Approved

5. Reports

- President's Report: A QR code has been created from the confirmed roster to track attendance, which will be transferred to the correct form. The county commission must approve this before it is sent to the State. It was noted that all individuals should be correctly classified under their respective categories, with participation open to everyone. Additionally, agriculture and public works infrastructure categories need to be added.

- Committee Report:

Responsibilities as a group for the LEPC are listed on the KDEM website. One of the primary duties is to review the local emergency operations plan at least once per year, as it is one of the most important items. Having information available on the county website is also an item that needs to be addressed.

Appointments of officers need to be reported to the County Commission. Clarification is needed on the reporting process, and this will be addressed in future meetings.

- A recommendation was proposed to meet monthly versus a quarterly basis for six months.

Andy Crittenden made a motion to meet monthly.

Kristi Newland second

- *Vice-Chair Report: Tier II*
Sixty-nine Tier II reports were received and will be compared to the last five years. Reports are submitted by email or certified mail. A Tier II working group will be created, and Gene Robertson, Paul Reseley, and Erin Stillwagon were added.

Casey Howard made a motion to approve the Tier II working group

Nathan Haeck seconded the motion.

- *Emergency Management Report:*

Paul Reseley

1. A local electric company lost 6 gallons of transport oil
 2. Private citizens reported losing 15 gallons
 3. Incident of 180 gallons of used oil spill during a storm but did not make it to the drain.
- An amendment to the bylaws was presented regarding the position of secretary. If a secretary is appointed in the future, an amendment will need to be made to the bylaws and presented to the members for a vote.
 - Tom Marchant, FICO GIS, gave a presentation on shelter locations. The map shows where the shelters are located and divides them into storm and warming shelters. It can also be sorted by distance. There was interest in adding hours of operation.

- Kacy Quintana, City of Garden City
Gave a presentation on a grant for tornado sirens. They have been working on gathering information to apply for a federal grant for the last 6–8 months to upgrade and replace the sirens. Each siren costs approximately \$60,000, and there are 27 sirens in Garden City, most of which are 30 years old. The new sirens will be battery backup.

6. Announcements

- Rachelle Powell, from the Airport, gave an update on training opportunities. The tri-annual full-scale exercise will be held on September 17th, 2025, from 9:00 AM to 11:00 AM. There will also be a pre-meeting on August 27th at 11:00 AM in the airport conference room. They are requesting volunteers.
- Garden City Fire Department will be holding First Aid/CPR classes on Saturday once a month. Overflow will be sent to Emergency Management and EMS.
- FEMA classes 100 & 200 are available online. The links will be sent out to your email. A FEMA ID is required.

7. Open Discussion

The airport is now classified as a diversion airport, so large plans could be diverted to Garden City.

Highway Patrol is conducting active shooter training and is currently seeking locations where they can hold training.

Red Cross has responded to five calls this month.

8. Adjournment

Next meeting will be September 8th, 2025, 11:30 AM - at Fire Station number 3

Paula Hertel – American Red Cross will present on shelters.

Casey Howard made a motion to adjourn

Kent Pottorf made a second motion.

No discussion, motion passed.

ATTENDANCE ROSTER

Id	First Name	Last Name	Business/Agency Name	Job Title	LEPC Position
1	Paul	Resley	Finney County	EM	Emergency Management
2	Andy	Crittenden	Garden City Fire Department	Fire Inspector	Firefighting
3	Richard	Saldana	Common Spirit	Emergency Preparedness	Hospital
4	Randy	Mosher	Kansas Highway Patrol	Captain-troop commander	Law Enforcement
5	Nathan	Haeck	Turning Point Nazarene Church	Pastor	Community Group
6	Birgit	Lemke	KDHE	Program Mgr	Health
7	Erinn	Reyes	Garden City Police Department	Public Safety Administrative Asst/PIO	Law Enforcement
8	James	Southern	Finney County Emergency Management	Asst Director	Emergency Management
9	Rodney	Dozier	GCCCPD	Campus Police Chief	Law Enforcement
10	Kacy	Quintana	City of Garden City	PW & PU Administrative Services Supervisor	Public Works & Infrastructure
11	Kent	Pottorf	City of Garden City Electric Department	Electric Operations Manager	Public Works & Infrastructure
12	Paula	Hertel	American Red Cross	Mass Care Coordinator	EMS
13	Tyler	Patterson	City of Garden City	Public Works Operations Manager	Public Works & Infrastructure
14	Danielle	Burke	City of Garden City	Assistant City Manager	Public Works & Infrastructure
15	Erin	Stillwagon	Garden City Fire Department	Public Safety Administrative Asst/PIO	Firefighting
16	Gene	Robertson	Garden City Fire Department	Fire Marshal	Firefighting
17	Casey	Howard	City OF Garden City - Street	Street Superintendent	Public Works & Infrastructure
18	Christy	Aguiniga	The Cottages Senior Living	Executive a director/Director of Nursing	Health
19	Mike	Muirhead	City of GC	Director of PW/PU	Public Works & Infrastructure
20	Araceli	Guerra-Chan	Finney County Health Department	Admin Assistant/Accounts Clerk	Health
21	Kristi	Newland	Lee Richardson Zoo	Zoo Director	Facility Owner/Operator
22	Tom	Marchant	Finney County GIS	GIS Technician	Emergency Management
23	Jenny	Hamill	City of Holcomb	City Administrator	Public Works & Infrastructure
24	Cathy	Hernandez	KDEM	SW Region Emergency Management Coordinator	Emergency Management
25	Elizabeth	Avitia	Davita	AA	Health
26	Aly	Velasco	Garden City Davita Dialysis	Facility Administrator	Health
27	Kyle	Lewis	Red Cross	Community Disaster Program manager	Non Profit
28	Roy	Cessna	USD 457	Public Information Coordinator / Mayor of GC	Elected State/Local Official
29	Anthony	Cruz	Ranch House	Business Manager	Community Group
30	Rachelle	Powell	Garden City Regional Airport	Director of Aviation	Transportation
31	Matthew	Allen	City of Garden City	City Manager	City Management
32	Kenny	Smith	Finney Co EMS	Director	EMS

APRIL MEETING MINUTES

4/22/2025 LEPC

Notes

Need - Standing committee's rosters

Nominations for Officers

Chair- Chief Prewitt

Vice Chair – Chief Irsik

Secretary- Anthony Cruz

Company Reports

Finney Co Health

Combating measles's outbreak, one reported case is considered an outbreak, none of the reported cases are infectious, dept has implemented drive up testing / very contagious by 90% if exposed to and unvaccinated / 6mo-11mo should get MMR and second dose a month later according to KDHE / individuals can access shot records on KDHE website dash board

Finney Co Sheriff

Still short of manpower and trying to hire people

Appraiser

Valluations for personal property and gas and oil are out/ role is damage assessment

Zoo

Have four annual drills would like to include PD and Fire in table top exercise

Water

Updating Emergency Response Plan for mandatory reporting to EPA

Electric

Looking at teaching electrical hazards at schools

Salvation Army

Back in their building / Need social services director / can use as shelter if have volunteers

Communications

Working on Public Service Announcements / and putting together surveys

School

Graduation May 17th and 18th Last day of school is the 22nd

County Admin

Continuing the search for Administrator

City Admin

9/17/2025 – Full Scale Airport emergency exercise / Planning meeting 4/23/2025

County Commission

Sales tax passing once governor signs off on it .

City Commission

Sation III almost complete , / working on Budget

Fire Dept

Sation III might open in June /Last week of academy /

Almost fully staffed and ready to open

Police Dept


Spec vehicles being prepared for severe weather/mobile command trailer early delivery next year/ Almost fully staffed / have numerous officers in training

Emergency Management

Snow storm emergency last winter had a lot of benefits of all working well together , continuous phone updates was a great benefit and everyone went home/ want to focus on preparedness for Airport emergencies and haz-mats / Need volunteers for Airport exercise

FEMA training is coming up and will be pushed out to all , this is free training

Next Meeting 08/21/2025



EMERGENCY SIREN

UPGRADE

BACKGROUND

- 27 tornado (civil defense) warning sirens
- 30 years old
- Only emit tones
- Weekly testes (Monday at noon)
- Manual Activation



WHAT ARE WARNING SIRENS

- Audible alarms used to alert people to danger
- Types of warnings
 - Natural disasters (tornadoes)
 - Technological hazards (chemical leaks)
 - Evacuation (shelter in place)

Project name: Garden City KS-BVPS	Order#: 5303985
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DV #	FWS Name	Customers Name For DV	Details	Notes
1.	Tornado Warning		"Attention! Attention! A tornado warning has been issued for this area. Seek shelter immediately. Take cover now. This is not a drill."	
2.	Thunders torm Warning		"Attention! Attention! A thunderstorm warning has been issued for this area. Seek shelter immediately. Take cover now. This is not a drill."	
3.	Evacuatio n Order		"This is an emergency. An evacuation order is in effect for your area. Proceed to the nearest evacuation route. Do not delay."	
4.	Chemical Spill		"Warning. Hazardous materials incident in your area. Shelter in place. Close all windows and doors. Turn off ventilation systems."	
5.	Shelter-In-Place		"Warning. Shelter in place. Close and lock all windows and doors."	
6.	Tornado Warning		¡Atención! ¡Atención! Se ha emitido una alerta de tornado para esta zona. Busquen refugio de inmediato. Cúbranse ahora. Esto no es un simulacro.	
7.	Thunders torm Warning		¡Atención! ¡Atención! Se ha emitido una alerta de tormenta eléctrica para esta zona. Busquen refugio de inmediato. Cúbranse ahora. Esto no es un simulacro.	
8.	Evacuati on Order		Esto es una emergencia. Hay una orden de evacuación vigente en su área. Diríjase a la ruta de evacuación más cercana. No se demore.	
9.	Chemical Spill		Advertencia. Incidente con materiales peligrosos en su zona. Refúgiense en el lugar. Cierre todas las ventanas y puertas. Apague los sistemas de ventilación.	
10.	Shelter-In-Place		Advertencia. Refúgiense en el lugar. Cierre con llave todas las ventanas y puertas.	

Name of Voice Over Artist or TTS:

Notes:

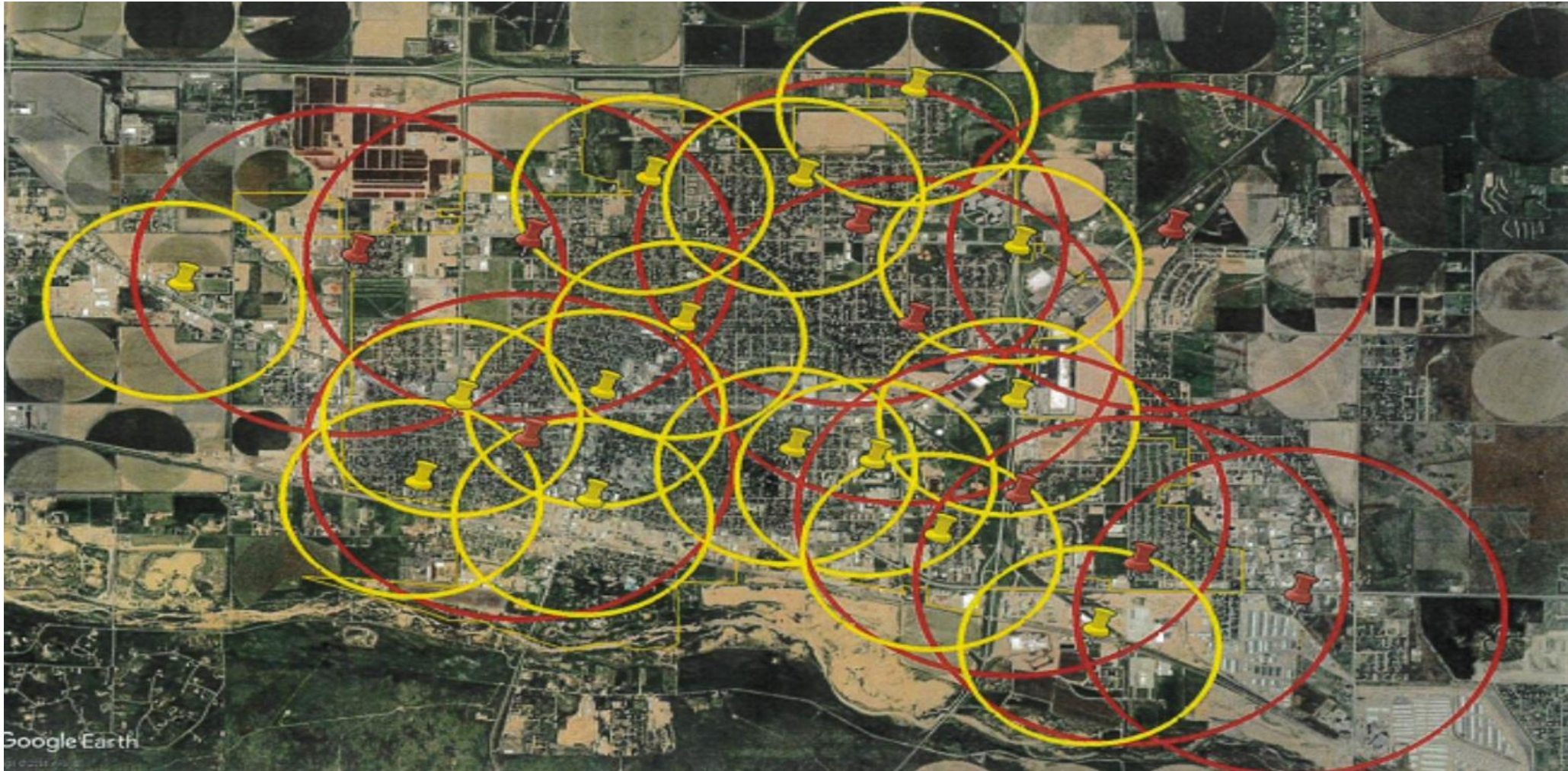
TYPES OF WARNING SIRENS

- Audible vs Wailing Tone
- Mobile vs Stationary



Outdoor Warning Coverage Study for the City of Garden City, Kansas

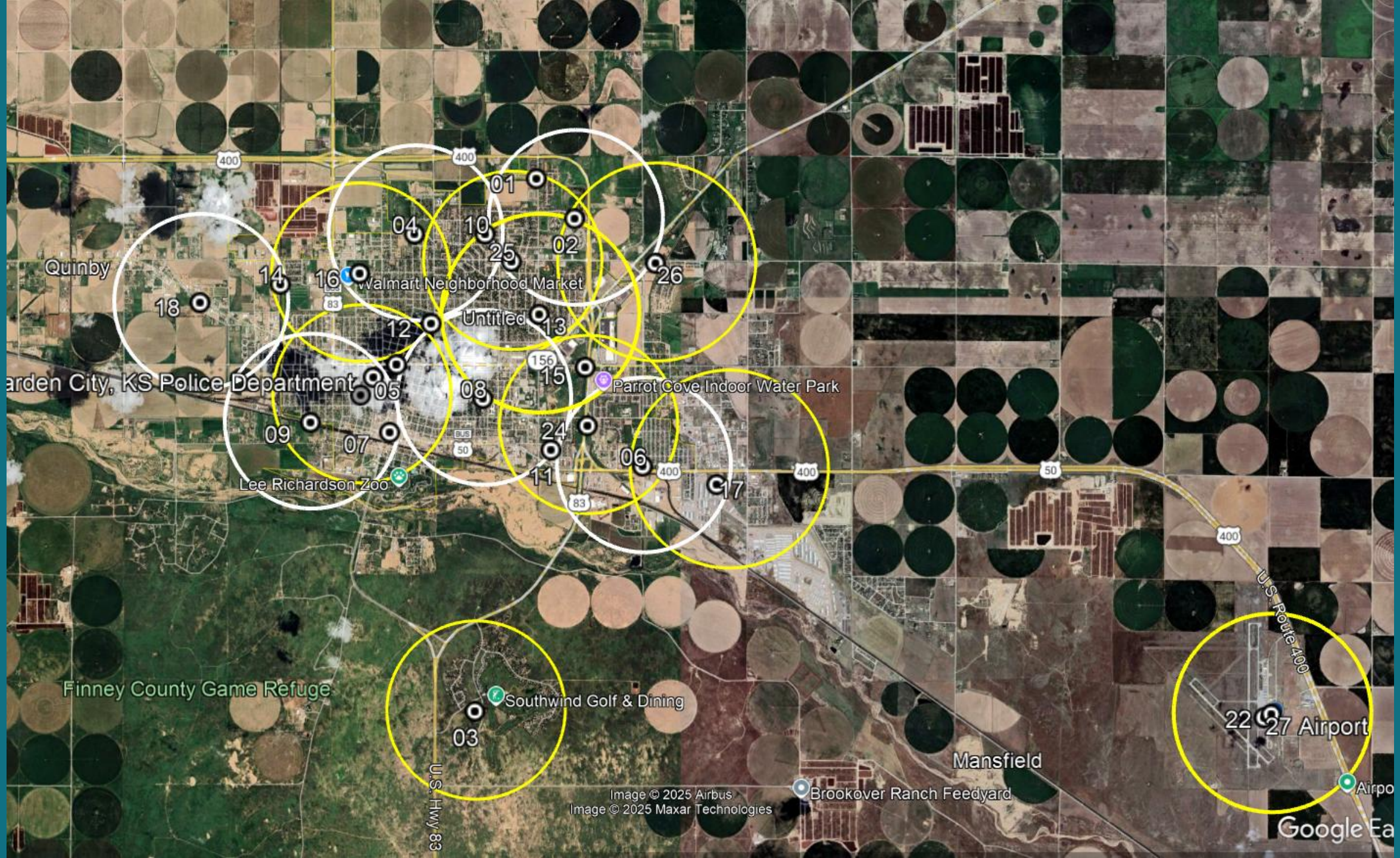
Approximate Coverage from All of the Existing Storm Warning Sirens



- Siren coverages are approximate and assume perfect conditions.
- Actual coverages may vary based on local terrain, conditions, foliage, structures and other unknown conditions.
- Sentry Siren makes no guarantee that coverage shown will mimic actual, real-world, coverage.
- Coverage area is based on computer generated data and FEMA Guidelines covering atmospheric attenuation.
- Data subject to license and use/reproduction is restricted.

STORM SIRENS, INC.
SERVING THE PUBLIC SAFETY FIELD

1-800-527-6375
www.stormsirens.com





HOW THEY WORK

- Triggered Manually or Automatically
 - Current vs Future
- Power Source
 - Electricity and batteries

FUNDING OPPORTUNITIES

- Infrastructure Investment and Jobs Act
 - BRIC-Building Resilient Infrastructure and Communities
- Build Kansas Fund



THANK YOU

