



# INDIANA EMERGENCY RESPONSE COMMISSION

## MEETING MINUTES

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### MEETING DETAILS

**Date:** October 24th, 2025

**Time:** 10:00 AM (EST)

**Location:** MADE@Plainfield, 1610 Reeves Rd, Plainfield, IN 46168

**Meeting Materials:** [Meeting Materials](#)

**Live Stream Access:** (via Microsoft Teams) [Join the meeting now](#)

(Meeting ID: 282 151 221 246                      Passcode: Mo7P4Ci9)

(Phone conference ID: 355 871 270#      Dial in by phone#: [+1 317-552-1674,355871270#](#))

**Archived Meetings:** [Archived Meetings](#)

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### MEMBER INFO

Name – Appt. Authority – Term Start – Term End	Name – Appt. Authority – Term Start – Term End
Matt Wells, IDHS Designee-N/A	Stephanie McKinney, EMA Director-Governor-7/1/23
Stephen Jones, State Fire Marshal, -N/A-N/A-N/A	Shawn French, Industry Rep-Governor-7/8/13
Jeff Larmore, REHS-Governor-1/8/16	Travis Tschann, Town Council-Governor-1/1/25
Bruce Palin, Public Rep-Governor-10/14/16	Aaron Sims, Mayor-Governor-8/25/23
Myra McShane, IDEM-Governor-N/A-N/A-N/A	
Matt Bilkey, ISP- Governor-N/A-N/A-N/A	

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- 1. Call to Order:** At 10:00 AM (EST) Chairman Stephen Jones called the October 24th, 2025, Indiana Emergency Response Commission (IERC) meeting to order. Three members attended the meeting electronically by videoconference through Microsoft Teams, pursuant to the requirements of [Indiana Code § 5-14-1.5-3.6](#).
  - 2. Roll Call and Quorum:** A roll call was conducted at 10:00 AM (EST) to determine member attendance. Quorum was met.



# INDIANA EMERGENCY RESPONSE COMMISSION

## Member Attendance

Name	Present		Means of Participation
	Yes	No	
Stephen Jones	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	In Person
Matthew Wells	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Stephanie McKinney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Travis Tschaenn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Matt Bilkey	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NA
Jeff Larmore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Shawn French	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Electronic Means (MS Teams)
Bruce Palin	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NA
Myra McShane	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Aaron Sims	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
	<input type="checkbox"/>	<input type="checkbox"/>	NA

### Notes

Additional information may be available at the [DHS Boards and Commissions Page](#).

Melissa Amerman, Lauren Francis, Russell Feuquay, William Huffer from IDHS attended in-person and Sean Wooding and Clayton Kinder (attended online).

- IERC Reports and Updates:** Chairman Jones, welcomed everyone to the meeting and gave a comprehensive report of HAZMAT incidents in Indiana. Announced that Matt Wells was appointed as the proxy for Johnathan Whitham.
- Review and action of August 11th, 2025, Meeting Minutes.** The IERC reviewed and approved the minutes, by a vote of 8-0.



# INDIANA EMERGENCY RESPONSE COMMISSION

Name	Vote		Means of Participation
	Yes	No	
Stephen Jones	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Matt Wells	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Stephanie McKinney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Travis Tschaenn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Matt Bilkey	<input type="checkbox"/>	<input type="checkbox"/>	NA
Jeff Larmore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Shawn French	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Electronic Means (MS Teams)
Bruce Palin	<input type="checkbox"/>	<input type="checkbox"/>	NA
Myra McShane	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Aaron Sims	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
	<input type="checkbox"/>	<input type="checkbox"/>	NA

5. **Review and Actions of LEPC Roster Requests for Appointments and Removals.** There were 211 requests from different counties. The IERC reviewed and approved the requests as they were, by a vote of 8-0.

Name	Vote		Means of Participation
	Yes	No	
Stephen Jones	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Matt Wells	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Stephanie McKinney	<input type="checkbox"/>	<input type="checkbox"/>	In Person(Abstained for Gibson County)
Travis Tschaenn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Matt Bilkey	<input type="checkbox"/>	<input type="checkbox"/>	NA
Jeff Larmore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person(Abstain from Marion County)
Shawn French	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Electronic Means (MS Teams)
Bruce Palin	<input type="checkbox"/>	<input type="checkbox"/>	NA
Myra McShane	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Aaron Sims	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
	<input type="checkbox"/>	<input type="checkbox"/>	NA



# INDIANA EMERGENCY RESPONSE COMMISSION

## 6. Fiscal Report: Update was given by Matt Wells

### 1. Matt Wells -

- a. Beginning balance \$128,707.00
- b. Spent \$74,855.53 is for employee salary, benefits and Hazconnect.
- c. Balance of \$53,851.47

### 2. Lauren Francis -

- a. \$821,930.00 collected for 2025, which is \$169,310 more than last year. \$14,210 collected since the last meeting.
- b. 6,844 annual tier II reports have been submitted this year.
- c. 263 "Active" facilities have not initiated this year's report.
- d. 12 facilities have not completed this year's report.
- e. 39 "Active" facilities that have never submitted an annual tier II report.
- f. 3 incidents have occurred since the last meeting.

## 7. Business:

### a. New

- Review and vote to approve IERC meeting dates for 2026.
  - February 9<sup>th</sup>, 2026, 1:30 PM (EST)
  - May 11<sup>th</sup>, 2026, 1:30 PM (EST)
  - August 10<sup>th</sup>, 2026, 1:30 PM (EST)
  - October TBA, possibly on the last day of the HAZMAT Conference.

The IERC reviewed and approved the listed dates, by a vote of 8-0.

Name	Vote		Means of Participation
	Yes	No	
Stephen Jones	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Matthew Wells	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Stephanie McKinney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person



# INDIANA EMERGENCY RESPONSE COMMISSION

Travis Tschaenn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Matt Bilkey	<input type="checkbox"/>	<input type="checkbox"/>	NA
Jeff Larmore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Shawn French	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Electronic Means (MS Teams)
Bruce Palin	<input type="checkbox"/>	<input type="checkbox"/>	NA
Myra McShane	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Aaron Sims	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
	<input type="checkbox"/>	<input type="checkbox"/>	NA

- Discussion - How can we begin merging counties that want to merge? A report was presented (Organizational Plan to Activate Non-compliant Local Emergency Planning Committees in Indiana) and it was decided to continue this discussion at the next meeting with the goals being to review and refine a standard for counties to merge. – Melissa Amerman

## 8. Public Comments:

- a. Jim Burrows Fire Chief from East Madison – Typing system for Teams and get funding for that wants to know “what that will look like long-term.” Also believes that Indiana should be keeping qualified HAZMAT Teams in the state.
- b. Josh Hendrick, Deputy Chief of East Madison and oversees HAZMAT Team and is Chairperson for the Madison County LEPC – Has contacted and researched other states system for typing. Explained why he believes that Indiana needs a different system.
- c. Response from IERC members, this should be looked at at state level and more than the IERC. It could include taxes to sustain this. Should start to find out how to make the system better and who can do that.



# INDIANA EMERGENCY RESPONSE COMMISSION

- d. Travis HAZMAT Coordinator for Marion County - main issue for HAZMAT is that they expect them to do everything and they have a long list of expenses. Last year they went to other counties to respond to HAZMAT incidents many times, but they are paying for it. They don't have enough money to meet the needs.
- e. Travis Tschaenn Hendricks County is trying to bolster its HAZMAT Teams.
- f. Fire Marshal commented that the way the funding is done needs to be changed.

## 9. Next Meeting:

The next meeting of the Indiana Emergency Response Commission will take place on Monday February 9<sup>th</sup>, 2026, at 1:30 PM (EST), Room 237. The meeting will be held at, MADE@Plainfield, 1610 Reeves Rd, Plainfield, IN 46123. The meeting will also be streamed live via Microsoft Teams.

Public notice and virtual/electronic meeting access details will be provided on the [Commission's Web Page](#) in advance of the meeting date.

## 10. Adjournment -The Commission voted to adjourn the meeting at 10:48 AM (EST.)

Adjournment was approved by a vote of 8-0.

Name	Present		Means of Participation
	Yes	No	
Stephen Jones	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Matt Wells	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Stephanie McKinney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Travis Tschaenn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Matt Bilkey	<input type="checkbox"/>	<input type="checkbox"/>	NA
Jeff Larmore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Shawn French	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Electronic Means (MS Teams)



# INDIANA EMERGENCY RESPONSE COMMISSION

Bruce Palin	<input type="checkbox"/>	<input type="checkbox"/>	NA
Myra McShane	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
Aaron Sims	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In Person
	<input type="checkbox"/>	<input type="checkbox"/>	NA

Signature:

A handwritten signature in black ink, appearing to be "Myra McShane".

Date: 2/19/26