

FEBRUARY 19, 2019 LEPC MEETING MINUTES

Meeting opened at 9:02 a.m. by Acting Chair David Vollrath.

Motion by Jerry Sirk; second by John Yetzke to approve *November 13, 2018* minutes as presented. Passed by unanimous vote.

Introductions were made around the room.

Public Comments:

- Pete Murphy introduced himself. He is the Safety Officer with Riverwood Center and is replacing Mike Reed who is retiring.
- Bill Zimmerman, Chemical Security Inspector from DHS, Region 5 joined us today. R5 covers IL, IN, MI, MN, OH and WI. There are over 4000 businesses with EHS chemicals in his district.

Realignment:

Federal Mandate – EPCRA. Sections 301-303 cover Emergency Planning. Section 304 is Emergency Notification. Sections 311 & 312 cover the Community Right-to-Know requirement. Section 313 contains the Toxic Release Inventory element.

The LEPC members *must* include elected state/local officials; police; fire; emergency management; public health professionals; environmental; hospital; and transportation officials, as well as representatives of facilities subject to emergency planning requirements; community groups; and the media.

LEPC's must meet at least quarterly and conform to the Open Meetings Act. There are certain requirements that need to be in 302 site plans.

Membership will be defined. We need to meet the mission of the LEPC. Numbers need to meet quorum requirement. Membership terms will be 3 years.

The Disaster Committee became merged with the LEPC meetings, partly because Emergency Management needed work groups, but also to reduce two separate meetings into one day. In doing so, it created issues with the Open Meetings Act.

Solutions:

By-Laws have been updated and copies are available for review and comment. The membership is better defined. There will be primary and associate members. At least one primary member per group (as listed above), up to 3. Meetings can be designed to be quarterly and "off months" could be used for all-hazards planning as called by the Emergency Management Division in a non-OMA environment, but still include engagement from the whole community.

Create work groups into functional and focused topics w/clear outcomes defined. For example: Topic of flood emergency response (pre-declaration). Purpose would be to improve the identification of hazards and information flow. Possible participants could include fire, police, EMS, PW, Drain, Roads, NWS, 911, PIO, Municipal government leaders.

A requirement of the LEPC is the agenda has to be approved by the Chair and made public. The minutes also have to be made available to the public, published in draft form, and then again within five (5) days after they are approved at the next meeting.

Information Coordinator Report:

Copies of the updated LEPC handbook are available to take one today.

All 302 sites, those companies with reportable EHS chemicals, must submit their Tier II by March 1 each year. Companies are able to go to the DEQ website and use the Tier II Manager to submit their data. As of today, we have received 26 of the 59 Tier II's for 302 sites and 38 of the 105 non-302's. Phone calls are being made and a mailing will be sent as a reminder.

Membership of LEPC:

Capt. Adams shared the membership as it stands today. Per the LEPC handbook and by-laws, nominations must be made and accepted. It's important to get the right person in the right position.

Capt. Adams moved that a membership/nomination subcommittee be created. Move seconded by Gayle. Asked for volunteers – Larry Lamb, Dave Albers, Fabio Cesar, Steve Torres, Jerry Sirk, Gayle and Capt. Adams will make up the subcommittee. Motion by Jerry Sirk to create the membership/nomination subcommittee with noted volunteers; 2nd by Sara Orpurt. Motion carried by unanimous vote.

Copies of the nomination forms are available today.

Much discussion followed on the new format described today and of membership duties to the LEPC.

Motion by Jerry Sirk to adjourn at 10:42 a.m.; 2nd by John Yetzke. Motion carried.

Respectfully submitted,

Gayle Bassett
Secretary

David Vollrath
Acting Chair

Attendees:

Rockey Adams, Sara Orpurt, Roy Davis, Gayle Bassett, Julius Grau, Ed Kretchman, John Yetzke, Jerry Sirk, Robert Wilson, Ralph Williams, David Vollrath, Vince Desjardins, Larry Lamb, Bill Zimmerman, Josh Kay, Rick Winters, Greg Church, Bob Harrison, Chuck Heit, Ron Bush, Carmen Kucinich, Audrey Mason, Akeem James, Darren Richards, Jim Meredith, Anthony Martin, Dave Albers, Mike Reed, Steve Torres, Bob Rogers, Fabio Cesar, Sernard Erbes, Terry Trecartin, Bill Boyd, Kilby Brandt, Audrey Henriquez, Mike Hansen, Ken Priest, Mike Davidson, Pete Murphy, Denny Sexton, and Darrell Ezell II.