

LEPC Executive Committee Meeting  
Minutes for January 29, 2020

**Members Attending:**

Richard Wilson, Peggy Clark, Chuck Kooser, Debra Moore, Kelli Hephner

**Special Guests in attendance:** Lisa Elliott, Brian Rutledge

***President Chuck Kooser called the meeting to order.***

**Finance Reports:** Lisa Elliott

As of December 31, 2019, the balances were:

- **Y-34 (Y-35) account is \$37,518.09** (to be used for LEPC/SERC/HMEP Training)
  - This includes the balance of \$2120.00 for the LEPC SERC/HMEP Training
- **T-55 LEPC \$1,671.85** (Auxiliary Expense Fund)

Updated as of date of meeting:

- **Y-34 account \$33,576.08**
- ***Y-34 account transferred \$3,942.00 to the Y-35 account.***
  - This balance shows the addition of \$2,120.00 plus \$1822.00 that has been appropriated over to the Y-35 account.
  - This account is to be used for training, classes and instructors.

\*Peggy advised, "Some of the money in the Y-35 account has been earmarked for training, and I would like to see that money get used for training instead of just sitting there with that money being unused.

**SERC: Peggy Clark**

Peggy advised she attended annual conference for LEPC.

She stated that we now able to use some of the money designated for Hazardous Materials Transportation Trainings for Pipeline Trainings.

This new addition was made since pipelines transport fuel and we need to be prepared for an emergency.

## **2020 Planning: Peggy Clark**

The LEPC/SERC grant applications were due on 2/1/2020 and are submitted.

The HMEP Grant (Hazardous Material Emergency Preparedness Grant): This money can be used for Hazmat Training at the Hazmat Conference if we choose to send someone.

PUCO Grant will be opened for application on 3-1-20. This grant could be used to do a Commodity Flow Study within Columbiana County.

~Peggy advised, "I can't find that we have ever done one in Columbiana County before, but I feel that it is something that we can use the CERT team to do. It may be a less detailed report than what others have done, but it would be an important addition to knowing what goes through our county."

This report would show:

- Chemicals that go through our county on Trucks and Railroads.

Questions:

1. Should we do a Commodity Flow Study?
2. Can we possibly send 2 members to the Conference in 2021?

Chuck advised, "I am in favor of this, but we should ask the LEPC Committee."

Topic tabled for LEPC meeting.

## **2020 Exercise: Peggy**

A tabletop exercise is being planned for 4/28/2020. We will need to demonstrate the following criteria in the next 2 exercises:

- Emergency Public Information
- Shelter Management
- Emergency Medical Services
- Hospital Services.

The following individuals have agreed to participate, and they may be reaching out to others:

- Bill Jones
- Deanna Danner
- Kristen Gallagher
- Jerimiah Cole
- Rudy Sacchet

### **2021 Exercise: Peggy**

After September, we can do a tabletop exercise for 2021.

Norfolk Southern Railroad has contacted EMA regarding another TTX exercise in Columbiana County. This would be similar to the one held last spring. In the upcoming exercise, we would plan to include all of the Fire Departments in the Southern part of the county, since the last one included the Departments in the Northern part. We may be able to use this as our last required exercise in this 4-year cycle. But this will need approval by the state before we can move forward with that being our final exercise.

### **Office Update: Brian**

Tier 2 Reports are due 3/1/2020 to the state and Brian has been working on them.

CAMEO is an EPA developed program that may be very beneficial for our County if we utilize it. It both imports files and provides various reports and makes them available to us. It doesn't appear that this program was ever utilized.

There is an interest of getting a training course for local LEPC agencies so they can all learn how to better utilize it.

It could help provide:

- Facility names
- Chemical names
- Hazard level
- Mapping
- 1<sup>st</sup> time filing
- Running reports

This would also help us to ensure that the appropriate fire departments would be notified for both inspecting of facilities and also in case of emergencies.

### **New Business:**

The 2009 verses 2020 edition of the Columbiana County LEPC By-Laws were presented to the Executive Committee.

The Changes matched the contract and the current transition plans for the LEPC. All felt that they were ready to be presented for a final vote.

It was also discussed how Willie's retirement was presented at the Fire Chief Association Meeting and they were told to update their files.

When Businesses turn in their filing, they will get an automatic email in response also advising them of Willie's retirement and the new contact persons and information.

- Daytime hours, the EMA phone number is listed.
- After hours, the Columbiana County Sheriff Department phone number is listed to contact the appropriate individuals.

### **Training Update:**

HMEP opening

### **Membership:**

It was discussed whether or not to make both Brian Rutledge and Lisa Elliott members of the Executive Committee, and also Lisa a full member of the LEPC Committee.

- Debra made the motion
- Dick 2<sup>nd</sup> the motion.
- Motion Passed.

Hank has officially retired from the LEPC and would like to have John Olenik to take his place. If he so chooses to become a member and is voted in by the LEPC, he would become a member under Elected Officials.

### **Other items for discussion for the Executive Board.**

Butch Donnalley is doing a presentation at the LEPC meeting following this meeting.

Peggy advised, "I would like to try to always have a presentation at the meetings."

### **Next Meeting:**

Next meeting will be April 1, 2020 at 1:00 PM

### **Motion to Adjourn:**

- Dick
- Peggy 2<sup>nd</sup>
- Motion Passed