

LEPC EXECUTIVE COMMITTEE MEETING

MINUTES FOR July 1, 2020

Members attending: Peggy Clark, Brian Rutledge, Lisa Elliott, Kelli Hephner
Chuck Koozer, Rickard Wilson, Debra Moore were excused

Peggy Clark called the meeting to order.

January's meeting minutes: were emailed to and read by members. Motion to approve the minutes was made by Lisa Elliott, Brian Rutledge second the motion. Motion passed.

Finance Reports were given and read by Lisa Elliott

As of June 30th, 2020

T-55 account \$1,671.85, Y-34 (Y-35) account \$29,197.20

SERC: The Committee met June 10, 2020. Discussions included a path forward on annual exercises. At this point, we are able to cancel the exercises for 2020 without receiving a penalty, due to COVID.

2020 Planning: LEPC/SERC grant application was due on 2/1/2020. It has been submitted. **Hazard Analysis & Commodity flow studies** HMEP grants opened. We did not apply for this grant due to the COVID restrictions.

2020 Exercise: Cancelled due to COVID restrictions.

2021 Exercise: Norfolk Southern RR 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 the Fire departments in the southern part of Columbiana County. We may be able to use this as our last required exercise in this 4-year cycle. The remaining portions that we need to complete are: Emergency Public Information, Shelter Management, Emergency Medical Services, Hospital Services.

*** Update: NS has cancelled all trainings through July due to COVID restrictions. They plan to reevaluate in August whether or not to resume an in-person training. If they are not going to resume their in-person trainings, we may need to do something else on our own.

Office Update: All reports and planning are on schedule. Financial report is due 7/31/2020. Lisa and Peggy will have that completed and submitted by 7/17/2020. Compliance report is due 10/1/2020. Peggy has begun working on the update to the

Emergency Response Plan. It is due to be completed and submitted by 10/16/2020. Compliance report due.

For the past 3 years, it has been done as “no change”, so it needs to be updated this year. We will be working with Bill Jones from Hazmat on this.

New Business:

This meeting was conducted virtually via Zoom. Also, the office is working on an update for the EMA website, which will now have a link for the past Board Meeting minutes.

Training Update: All in person trainings are on hold due to COVID restrictions. Peggy advised that she did email virtual trainings to all fire chiefs for consideration.

Membership: Paula Cope will be retiring from the County Health Dept. An application for her replacement on the LEPC has been turned in for Debbie Ketchum, voting member in Health Category.

Lisa Elliott made the motion to accept Debbie Ketchum as a voting member on the LEPC in the Health category. Kelli Hephner 2nd the motion. Motion passed.

The next executive board meeting will be October 7th at 1:15.

Motion to adjourn, Brian Rutledge, Second Lisa Elliott. Motion passed, Meeting Adjourned.

Minutes taken and completed by Kelli Hephner