



LEPC Meeting Minutes November 15, 2012

Attendance and Introductions

September 20, 2012 Minutes: Minutes were approved and distributed.

Old Business

LEPC cannot turn over the Haz Mat Trailers to an organization that is not a government entity. We must find fire departments that are willing to take the trailer. A question was posed if we could sell the trailers for \$1 to the Fire Chiefs. Matt Heyrman said that we would have to go through a formal public sale process. We will continue to investigate.

Sub-Committee Reports

Executive Committee: Walt VanDromme reported that the executive committee discussed the recent exercise. We have received communication that our plan will be recommended for Concurrence on from the state. We have one compliance issue that we will discuss during the compliance sub-committee report. Haz Mat Conference on the December 8th with six county conference. We supported the Northwest Ohio LEPC Conference last year by giving them \$500 and a vote is required to do the same this year.

Training: Tom Jaksetic reported that Lucas County EMA with Toledo Fire received a state homeland security grant. The grant will be used for Haz Mat Technician training. Over 700 people have been trained in the region. Mike Frey will work with Toledo Fire to identify training levels for the Haz Mat Plan.

Exercise: Joe Walter reported that we received a verbal concurrence from the state on our functional exercise. Will send out a six question evaluation on how the EOC Thanks to the people from Frost Bite. Joe suggested next time doing a functional exercise including incident command and a function EOC component. Mike reported that the number of exercises in a four year period might be reduced. Next year we are going to try and do a joint exercise with Fulton County. Planning would start sometime in February. Air National Guard will be doing a table top exercise on Monday.

Finance: Matt Heyrman reported that we have received our SERC grant funds. The budget report for November and the proposed 2013 budget reports were presented and are attached. Discussion included the possibility of presenting facility workshops for next year. Matt stated that the current budget could be adjusted, if necessary. Joe Walter made a motion to approve the 2013 LEPC budget appropriations as presented. The motion was seconded by Mark Hertzfeld. Motion passed.

Grants Mike Frey reported that he submitted a HMEP grant application for \$12,480.00. If received, this grant will cover deliverables such as planning and training.

Plan Review: Walt VanDromme reported that the plan will be recommended for concurrence at the December SERC meeting.

Information Coordinator Joe Walter reported that the contracted handled all of the request. A new coordinator needs to be appointed by December 14th.

Emergency Coordinator Michelle Hughes-Tucker reported that she and Mike Frey plan to meet December 6th to review spill reports. November 29th will be the Advanced Haz Mat IQ training and a few spots are available. Contact Michelle if you are interested.

Public Relations: Kathy Silvestri reported that they might double the amount of brochures from 300 to 600. The current cost for 300 brochures is \$270. Kathy distributed copies of the brochure to the LEPC.

Compliance Committee: Tony Sloma reported that the Compliance Committee had one open compliance case that requires a vote. Tony made the following motion:

Late 30 Day Report

Facility	Number of Times Late in last 4 years	Days Late	Proposed Penalty	Status	Recommendation	Motion
Stop N Go	1	7	\$67.75	Late 30 Day Report-Voluntary	Subcommittee recommended 5-0 with two abstentions for penalty letter	Gbur 2 nd Motion to accept Gerber, Hughes-Tucker, Bannister Abstained Motion Passed

New Business:

Walt VanDromme requested a motion to contribute \$500 for the Northwest Ohio LEPC Conference. Kathy Silvestri made a motion to contribute \$500, motion was seconded by Joe Walter. Motion passed.

Walt VanDromme opened a discussion on the contract for Mike Frey. Mike explained that the state requested that we have two separate contracts. One for SERC grant duty requirements and the other for the HMEP grant. Charles Gbur made a motion to approve both contracts for Mike Frey. The motion was seconded by Tony Sloma. Motion Passed.

Mike Gerber reported that Western Lake Erie Area has three main projects that they are working on: Shoreline Cleaner, GIS Map Project, and purchasing wildlife cleaning equipment to clean eight birds. The next meeting is December 4th.

Adjournment

Meeting was adjourned. The next LEPC meeting will be 12:15 on January 17, 2013 in the third floor conference room of the Lucas County Emergency Services Building.

Meeting Minutes Submitted By: Patekka Pope Bannister

Local Emergency Planning Committee (LEPC)
2013 Budget

	<u>2012 Budget</u>	<u>2012 Projected</u>	<u>2013 Budget</u>
Beginning Balance	\$ 121,204.00	\$ 121,204.00	\$ 113,936.68
Revenues			
416271 Grants - Federal	\$ -	\$ -	\$ 10,384.00
416272 Grants - State	\$ 51,808.00	\$ 47,696.00	\$ 49,752.00
418110 Other Receipts	\$ 25,000.00	\$ 1,500.00	\$ 5,000.00
Total	<u>\$ 76,808.00</u>	<u>\$ 49,196.00</u>	<u>\$ 65,136.00</u>
Expenditures			
512110 Contract Services	\$ 48,000.00	\$ 48,000.00	\$ 49,460.00
514120 Supplies	\$ 500.00	\$ -	\$ 250.00
514130 Postage	\$ 750.00	\$ 225.00	\$ 500.00
Advertising &	\$	\$	\$
515110 Printing	\$ 7,500.00	\$ 3,000.00	\$ 9,000.00
515160 Copying	\$ 3,765.00	\$ 2,333.00	\$ 2,200.00
515210 Telecommunications	\$ 300.00	\$ 270.00	\$ 300.00
515230 Training	\$ 12,978.00	\$ 1,170.05	\$ -
517110 Miscellaneous	\$ 2,515.00	\$ 1,465.27	\$ 3,426.00
530100 Equipment	\$ 500.00	\$ -	\$ -
Total	<u>\$ 76,808.00</u>	<u>\$ 56,463.32</u>	<u>\$ 65,136.00</u>
Projected Ending Balance	\$ 121,204.00	\$ 113,936.68	\$ 113,936.68