



**LOCAL EMERGENCY PLANNING COMMITTEE
LUCAS COUNTY, OHIO**

**MEETING MINUTES
JANUARY 15, 2015**

CALL TO ORDER

Tim O'Brien called the meeting to order at 12:20 p.m.

APPROVAL OF MEETING MINUTES

Motion to approve minute made by Tony Solma and seconded by John Barnes. With all "ayes" and no "nays" minutes are approved as distributed.

OLD BUSINESS

Nothing to report

SUBCOMMITTEE REPORTS

Executive Committee

Tim O'Brien outlined 2015 LEPC goals and objectives. Including; increasing private and public sector membership, conversion of existing forms into a fillable PDF form format, update operations manual and transforming LEPC meetings into both administrative and knowledge-based sessions.

Finance Coordinator

Margo Schramm presented a review of 2014 "Budgeted" versus "Actual" revenues and spending. Margo also presented budget projections for 2015

Grants Coordinator

Mike Frey informs the Committee that the State Emergency Response Commission (SERC) Grant is due February 1, 2015 This grant is the primary funding source for the year and covers chemical emergency response and preparedness plans and associated cost therein.

Motion

Motion was made by Mike Froelich and seconded by Margo Schramm to authorize the Lucas County Local Emergency Planning Committee (LEPC) SERC grant application for the amount of \$51,250

Information Coordinator

Pat Moomey reports three (3) information requests were made. All were forwarded to and handled by LEPC contractor.

Emergency Coordinator

Michelle Hughes-Tucker reports spill reports have been finalized.

Training Coordinator

Tim O'Brien seeks volunteer(s) to fill vacant Training Coordinator and committee member positions.

Exercise Committee

Aletha Reshan reports LEPC table top exercise is tentatively scheduled for August 2015. The scenario is currently under development and will be extended to a 2016 full scale exercise.

Plan Review Committee

Referring to handout *Plan Review*, Tim O'Brien pointed out: "*Planners have done a good job of addressing the Plan Development and Evaluation Document which in turn addresses all of the Plan Requirements for this review.*"

Industry Outreach Committee

Tim O'Brien reports that approximately 30 participants attended facility workshop on December 8, 2014. Tim solicited new ideas from the Committee for the 2015 workshop.

Compliance Committee

Zoom Transport Tony Sloma updated the Committee regarding two (2) open cases—one late 30-day report and one late 30-minute report for Zoom Transport. All attempts to contact Zoom Transport have failed. Discussion ensued.

It is recommendation of the Committee to make one final attempt to contact through the Department of Transportation. Should this attempt also fail, these case(s) will be closed.

Tier II Chemical Inventory Reports Tony informs the Committee a compliance reminder letter has been sent to industry representatives that Tier II Chemical Inventory Reports are due March 1, 2015

NEW BUSINESS

Nothing to report

ADJOURNMENT

Tim O'Brien adjourned at the hour of 12:53 p.m.

**Next Meeting
March 19, 2015 12:15 p.m.**