



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

**Meeting Minutes
July 11, 2019**

CALL TO ORDER

Tim O'Brien called the meeting to order at 12:15 p.m.

APPROVAL OF MEETING MINUTES

Deputy Chief Mike Froelich moved to approve April 11, 2019 minutes. Motion seconded by Abby Buchhop. With all "ayes" and no "nays" minutes are approved as distributed.

OLD BUSINESS

Nothing to report

SUBCOMMITTEE REPORTS

Executive Committee

Open Meetings Policy – By-Laws Revision Per handout *Local Emergency Planning Committee (LEPC) Meetings and the Open Meeting Act* Mike Frey summarized the LEPC's obligation regarding public notice and notice of what matters will be discussed. A revision to the LEPC by-laws is required. Final draft will be available for review 30-days prior to the October LEPC meeting,

Site Visitation Form Mike Frey informs the Committee that SERC encourages county LEPC's to complete *LEPC Inspection/Site Visit Authorization Form* prior to any site inspection or site visit. Lucas County LEPC will start using this form for 2020 site inspections.

2019-2021 Officers Tim O'Brien solicited the committee for the election of officers for 2019 -2021 term. Interested individuals should contact Mike Frey.

Finance Coordinator

Financial Report Aletha Reshan provided the budget report for the six-month period ending June 30, 2019. A key budget adjustment included in this report is the April 29, 2019 transfer of \$5,200 from unencumbered to training. With respect to revenues, not recorded in this report are recent late Tier II closed cases.

SFY 2019 SERC Grant Financial Report Mike Frey presented the June 25, 2019 SERC Grant Financial Status Report. Mike specifically noted LEPC account SFY 2019 carryover of \$105.33 and additionally another carryover of \$466.00 for Fire Department Account

Grants Coordinator

HMEP Grant – Mike Frey reports Toledo Fire and Rescue Department completed all projects utilizing the remaining balance of the HMEP grant for HAZMAT IQ training.

Plan Review Coordinator

Distribution of the LEPC Plan will be discussed before the October LEPC meeting.

Information Coordinator

Pat Moomey reports the LEPC has received 15 requests for information.

Emergency Coordinator

Michelle Hughes-Tucker had no update.

Training Coordinator

Michelle Hughes-Tucker reports 11 open seats remain for the 8-hour *Resource Conservation and Recovery Act (RCRA)* training. Interested attendees should contact either Michelle or Mike Frey.

Exercise Committee

Abby Buchhop reports the August 13, 2019 LEPC tabletop exercise is on schedule. Objectives include initial notification, population protective action, and hospital services. Anyone interested in observing should contact Abby in advance.

Compliance Committee

Tony Sloma reports the Compliance Committee meetings will be held on the Monday preceding the LEPC regular meeting from 1:30 p.m. to 3:00 p.m.

Tony Sloma present each of the following late Tier II report cases individually.

Late Tier II Report Voice Vote

Company	Proposed Penalty	Motion	Seconded	LEPC Vote
Amerigas (Aiport)	\$640.00	T. Sloma	A. Buchhop	Motion Passed
Amerigas (Stickney)	\$640.00	T. Sloma	A. Buchhop	Motion Passed
Crown Food Packaging	\$720.00	T. Sloma	P. Moomey	Motion Passed
Estes Express Lines	\$640.00	T. Sloma	A. Buchhop	Motion Passed
Lake Front Lines	\$33.20	T. Sloma	H. Schwartz	Motion Passed
Toledo Paving	\$64.00	T. Sloma	J. Hume	Motion Passed

NEW BUSINESS

Nothing to report

ADJOURNMENT

Tim O'Brien adjourned at the hour of 12:52 p.m.

Next Meeting

October 10, 2019 12:15 p.m.