



Local Emergency Planning Committee Meeting Minutes



Due Date: LEPCs must meet at least twice per calendar year (January 1 through December 31); LEPCs without an EHS in their jurisdiction are required to meet only once per calendar year. Quorum is required to conduct business. LEPCs must provide the Chairman of the KERC, or designee, a copy of ALL meeting minutes, sign-in rosters, meeting agenda and food invoices within thirty (30) days of the date of the meeting. If the minutes are later changed before approval, a copy of the revised minutes shall be submitted to the KERC, or designee, within thirty (30) days of the approval.

Louisville/Jefferson County, KY LEPC Meeting Minutes

Date: October 18, 2018

Location: Jeffersontown Fire Department Station 2

Address: 4318 Taylorsville Road, Louisville, KY 40220

Call to Order: 1306 by Vice-Chair Paul Kern followed by the Pledge of Allegiance

Roll Call: Welcome and self-introductions by all attendees.

Business Conducted:

Presentations:

- Mark Jeziorski advised of the LEPC Website Reconstruction; any ideas, comments, or concerns please notify him at mark.jeziorski@louisvilleky.gov.
- Sherry Crowe from Aristatek presented an updated haz-mat software quote. She was able to give an overview of the product again. The previous quotes were rather high and included the local fire departments. Unfortunately, LEPC is unable to utilize funds to purchase for the fire departments so Aristatek gave another quote for LEPC and EMA utilizing the planning and training tools. 98% of their software is utilized for such and would be 11,000 per year. It is worth considering and we will continue to stay in contact with Sherry regarding.

Old Business:

- Review of the June 2018 meeting minutes by Secretary Jody Duncan. There will be a new standardized form for the minutes beginning this month. *
- Review of the Financial report by Treasurer Jim Bottom. During this time Jim discussed the Commodity Flow Analysis and his request for two extensions through the state to pay for said analysis, with no reply. It had been on hold as the tunnel has been down for a while. The university is still willing to conduct the analysis if we are granted an extension for it. Thank you to the Haz Mat



KENTUCKY EMERGENCY RESPONSE COMMISSION (KERC)



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Transportation Sub-Committee for all the hard work and dedication made to this project.

- Jim Bottom and James Sebastian also reminded the membership of the Haz
- Rick Harrison advised the Tier II paperwork process is on hold through the state and will continue to monitor and report back to LEPC regarding.
- Paul Kern reported on the LEPC Safety Fair held in September 2018. There was decreased involvement by not only our partners but by the community as well. We originally began this venture six years ago to educate the community and our citizens about safety with hazardous-materials, our local notification, and so much more, yet it has gone down in participation over the last few years. It would be nice to get back to the 40211, publicize throughout the media, etc. We want to make it worthwhile for all of us. Ricky Boller thought about looking at Social Media utilizing HootSuite or something of that nature to let our citizens know about LEPC and what it is happening in the community. Jody will investigate what it entails and the cost behind the programs. Corrine Greenburg spoke about the "Back to School" event the RCAC has every year in August at Newburg Church on Cane Run Road in the 40211, perhaps we can join them and make it an even bigger event for our citizens.

Committee Reports:

- Haz-Mat Trans Sub-Committee is dormant at this point until the commodity flow analysis can be done, and they will reconvene once it is put in place.
- Membership, Education, and Safety Fair Committees are lacking members. Jody advised to make sure if you go to different meetings, trainings, or tabletops to invite people you think may benefit from the LEPC and what we stand for. Let's try to work on more robust committees to get our mission to the citizens.

New Business:

- 2019 Meeting Dates will be as follows: March 21, June 20, and October 17, 2019 at 4318 Taylorsville Road, Jeffersontown Station 2.
- 2019-2021 Elections held:
 - There were two nominations made to the Secretary; Paul Kern for Chair and Mark Jeziorski for Vice-Chair. There were no nominations or interest in the Secretary or Treasurer positions.



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Jody asked the membership for any other nominations or interest in any positions to no avail. Jim Bottom and Jody Duncan will respectfully continue the duties they currently have. *A single ballot was cast for all Executive Committee nominations and all ayes by vote, with no nay's. So, moved, Paul Kern will serve as Chairman, Mark Jeziorski will serve as Vice-Chairman, Jim Bottom will serve as Treasurer, and Jody Duncan will serve as Secretary for the 2019-2021 term.

- Training Conference
 - Jody Duncan brought up a conference in Louisville sponsored by LEPC, perhaps training and the like. Rick and James S. thought a full day symposium would be a good start and advised they would work on getting some information together.
- Training Marplot
 - Rick Harrison is a Marplot trainer and would be delighted to offer training to the LEPC members. Will work on information and get back to the membership soon.
- Rick Harrison invited all interested to a Hazardous Materials Technician Level training on December 17-21, 2018 at Fern Creek Training Center. It is free and is certified by EPA, NFPA, OSHA, and JCTCS for Fire Science Credit Hours. Email Richard.harrison2@louisvilleky.gov if interested. A reminder will be sent out

- **Motions w/ vote results**

*A motion was made by James Sebastian to accept the minutes as written and seconded by Don Fountain. Motion carried.

*A motion was made by Rick Harrison to cast a single ballot for all Executive Committee nominations and seconded by James Sebastian. Motion carried.

*A motion was made by Jody Duncan to adjourn the meeting and seconded by Ricky Boller. Motion carried.



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- **Expenditures w/ vote results**

N/A

Adjournment: *1412

Signature of Chair: Paul Kern, Vice-Chair

Signature of Secretary: Jody Duncan

A handwritten signature in black ink, appearing to be "Jody Duncan", written over a light gray background.

3 Attachments:

1. Sign-in roster
2. Food invoice
3. Agenda