

# LEPC Agenda

January 16, 2019

1. Welcome
2. Minutes – 21 November 2018
3. Guest – Sarah Chaney, LEPC/IERC Program Manager – East
4. January 2019 Treasurers Report – Tom Culley – expenditures since last meeting

a. 11/21/18 - Brooks Uppercrust November Meeting - (\$99.35)	e. 12/21/18 - Interest Received - \$128.38
b. 11/27/18 - Interest Received - \$105.03	f. 1/2/19 - FirstNet Cell Phone 10/12-11/11 - (\$112.12)
c. 11/27/18 - Interest Received - \$116.74	g. 1/2/19 - FirstNet Cell Phone 11/12-12/11 - (\$98.27)
d. 12/1/18 - FirstNet Cell Phones 10/5 to 10/11 - (\$120.73)	h. 1/2/19 - Meeting Supplies - (\$54.36)
<b>Beginning balance - \$44,406.85 (included pending Verizon refund of \$27.76)</b>	
<b>Ending balance - \$44,244.41 (not including Verizon refund, with pending refund \$44,272.17)</b>	

5. LEPC Requirements – Tom Culley
  - a. Due 31 January - Legal Notice/Meeting Schedule Report – **Completed 14 January**
  - b. Due 1 March - Roster Report - **Completed 14 January**
  - c. Due 1 March - Fiscal Report and Auditor's Report - **Completed 15 January**
  - d. Due 1 March - By-Laws Report – **Completed 14 January**
  - e. Due 1 May – Exercise Proposal Report
  - f. Final Exercise Report – due 30 days after exercise
  - g. Due 17 Oct – Plan Update
  - h. Due Ongoing – Meeting Minutes/Agenda/Sign-in Roster
6. Upcoming Meetings
  - a. 20 March 2019
  - b. 15 May 2019
  - c. 17 July 2019
  - d. 18 September 2019
  - e. 20 November 2019
7. Spill Reports - none

## Old Business

8. 2019 Exercise HSEEP Compliant Full-Scale Exercise – Exercise Planning Committee
  - a. Concept and Objective Meeting – establish date during January meeting
  - b. Initial Planning Meeting
  - c. Mid-Term Planning Meeting
  - d. MSEL Planning Meeting
  - e. Final Planning Meeting
  - f. Full Scale Exercise
  - g. After Action Report Meeting
9. Elections
  - a. Chair – Chief Geoff Williams, Marion Fire Department – has expressed interest in being nominated
  - b. Vice Chair – Patrick Kolb, Protective Services MGH – has expressed interest in being nominated

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c. Secretary

## **New Business**

10. Marion Fire Department – Ed Overmyer, Bump test capability in the field for Engine 4 and Engine 6 – additional request for Above the Line, Below the Line Program - \$1,755.16. See attached request in handout.
11. Bylaws – solicit changes to bylaws, if no changes entertain motion to approve current bylaws with an updated date of 16 January 2019.
12. Request for new business.

Adjournment