



BYLAWS

Indiana Emergency Response Commission
January 2024



LEPCs must comply with Indiana Codes, 4-2-7-3, 13-25-1-6, 13-25-2-5, 13-25-2-10.6(b), 13-25-2-10.7 and 13-25-2-14 to receive funding. To meet funding and IERC requirements, the following documents/information must be submitted annually through the LEPC online reporting system at

[https://on.in.gov/lepc-reports.](https://on.in.gov/lepc-reports)



DUE DATE

- Due April 30.
- LEPCs should vote on EVERYTHING before it is uploaded into TIER II.
- Bylaws must be vote-approved at a meeting with quorum and be signed/dated before being uploaded.
- Once approved, the bylaws can be uploaded to TIER II.
- Bylaws must be dated for the current year and include a signature.
- Bylaws must include electronic communication policy if partial virtual meetings are planned.



ATTENDANCE

- If attendance is an issue, then bylaws should include language on what will happen if someone misses too many meetings.
- If you use virtual meetings, ensure there is language in the bylaws reflecting that virtual meetings are allowed and how often a person can be virtual.
- Put language in there to be able to make changes such as “A chairperson needs to attend 50% of the meetings each year.”



If you have any questions, please email:

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or

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THE END

