 **Limestone County**

***Executive Committee***

Chairperson – Dion Duffey Vice-Chairperson – Eddie Garlen

Secretary – Kathy Heeren Treasurer – Snezhana Free

Information Coordinator – Trent Simon

Thank you DNUS, Doug, and Casey for hosting and our February meeting and for providing an amazing overview of the work you are doing. Thank you Caleb for an overview of the LEPC Survey.

***Meeting Notice***

The next LEPC meeting will take place on Wednesday May 08th, 2024 from 10:30 am to 1:00 pm. We will announce the location as we get closer to the next meeting. IF you would like to host and/or provide lunch, please let myself or Trent know.

***Minutes from February 14th, 2024***

Meeting called to order at 10:45 with an introduction of attendees.

***General Information:***

The LEPC is working on obtaining an email account. It will most likely be an alias email that will filter to the Executive Board for response.

We are putting together WEBEX for any member that can not attend the meeting in person. Details coming.

Tier 2 Submissions should go into a PDF to Trent. Trent opened the discussion for what may be the best route for submission to the county for use by emergency responders. There are several different platforms an organization can use with EPlan. The LEPC can suggest using EPLAN as we have access to that platform. Submissions fees are $25.00. This is the link for those interested. <https://erplan.net/eplan/home.htm>

Do we need to schedule a Table Top Exercise? One that can be attended by everyone? What would be the topic of the exercise?

***Financials:***

**Review**: The LEPC bank account has now been opened. Ardmore Fire Department has graciously made the first deposit into the account. Having the bank account will allow the LEPC to apply for grants or receive donations and also allows the LEPC opportunities to assist businesses is securing supplies they may not be able to otherwise. As of now, the LEPC does not have any precedence on spending since we are a new organization.

**Review:** For the May meeting we will be voting on having any members provide a donation or a membership fee. Once a decision is voted on, the LEPC will add to the by-laws. Any fees or donations provided to the LEPC can go to anything from providing food for meetings, to purchase equipment an organization may not be able to purchase on their own. We will also need to vote on what is the monetary spending amount that will push the approval to the members, or what can be approved by the executive board. How will the organizations pay the fee? Do we invoice, set up a third-party vendor?

***Membership:***

In May we will be voting on the attendance requirements: Is the attendance recorded by participant, or by company? Are 2 meetings or 3 meetings required to stay in good standing. Can a company receive grants from the LEPC if they are not in good standing?

**Review:** We have a new subcommittee, Training and Exercise Committee, that may role into the Emergency Response and Resources Committee. This will allow for Table Top exercises we can perform. We will need lots of input from the Emergency Response committee.

A discussion has continued on how we can get more participation. Do organizations know we exist? Eddie Carpenter mentioned he can reach out to the EHS departments of local companies. Amber has a distribution list of companies that may help get more information out. We will need a volunteer to draft a letter to introduce the organization. Do we want to reach out to local media, social media, politicians?

As a reminder – the LEPC does have Subcommittees we would like you to participate in. Below is a list of those subcommittees and their chairperson. If you are interested in being a member, please let one of the executive committee members know of your interest. We do have 1 subcommittee that needs a chair.

* The Industrial Safety Committee will be led by Eddie Garlen. \*All facilities are encouraged to participate in this committee.
* The Finance Committee will be led by Snezhana Free
* The Membership Committee will be led by Kathy Heeren/Amber Turner
* The Right to Know Committee – Trent Simon
* The Public Information and Education Committee – (***Still looking for a volunteer***)
* The Emergency Response and Resources Committee – Austin Robinson

NOTE: Subcommittee chairs will also be part of the executive committee.

If you know of an organization that would like to become part of the LEPC, please let me know. If you know of an organization that is attending but is not receiving email notification, please let me know so I can make sure everyone is getting all the information.

Please notify Kathy Heeren at [kheeren@amazon.com](mailto:kheeren@amazon.com) or Amber Turner at [aturner@LCEDA.com](mailto:aturner@LCEDA.com) if you have changes in your email address, or if someone from your company has had to drop from the committee.

Stay tuned for coming details on Antitrust Guidelines.

Meeting adjourned at 12:15.

Thank you, Kathy