

**FAYETTE COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
FULL COMMITTEE MEETING**

SEPTEMBER 19, 2014

At

KENTUCKY AMERICAN WATER, LEXINGTON, KY

IN ATTENDANCE

Name	Organization
Chair, Robin Wright	LFUCG – Water Quality
Recorder, Clay Larkin	Bingham Greenebaum Doll LLP
Robbie Francis	Kentucky Department for Environmental Protection
Rob Larkin	LFUCG – Fire
Fred Rial	TetraTech
John Bobel	LFUCG – Emergency Management
Rick Parks	The C.I. Thornburg Co., Inc.
John Campbell	Clark Material Handling Company
James Canella	Schneider Electric
Jon Meyer	Schneider Electric
Linda Jennings	Lexmark
Amy Siewert	Bluegrass Station
Keith Alexander	LGE-KU
Scott Roberts	Ceradyne
Bill Strong	Marathon Petroleum
Shari Veil	University of Kentucky – College of Communications
Steve Jackson	LFUCG – Emergency Management
Rick Curtis (by proxy)	LFUCG – Public Safety
Kevin Kruchinski	Kentucky American Water

AGENDA ITEM	ACTION TAKEN
I. Call to Order	Robin Wright called the meeting to order and the committee members made introductions. Mr. Wright thanked Kentucky American Water for hosting the committee.
II. Approval of September, 2013 Meeting Minutes	Clay Larkin presented the minutes from the September, 2013 Full Committee Meeting. Shari Veil moved to approve the minutes, and this motion was seconded by John Bobel. The

	minutes were unanimously approved.
III. Treasurer's Report	Steve Jackson presented the Treasurer's Report for Ralph McCracken, who was unable to attend the meeting. Scott Roberts moved to approve the Treasurer's Report as presented and this motion was seconded by Shari Veil. The Treasurer's Report was unanimously approved.
IV. On-Going Activities	
a. 2014 LEPC Conference	Steve Jackson reported on the successful 2014 LEPC conference presented by the Fayette County LEPC. Mr. Jackson also circulated the evaluation form results submitted by conference participants. The comments and feedback received from participants was overwhelmingly positive. The Executive Committee engaged in a general discussion of lessons learned from the conference and ideas for a potential third annual conference next year.
b. Emergency Kit Giveaways	John Bobel reported that the LEPC was down to only one remaining public awareness emergency kit giveaway, and that this kit was already committed to a local organization for an upcoming event, so there would soon be no inventory. Mr. Bobel reported on the success of the emergency kit giveaway in raising awareness of the LEPC and its mission at community events. Mr. Bobel reported that the Executive Committee had recommended that the LEPC purchase supplies for five additional emergency kits, at a cost not to exceed \$750. The Full Committee unanimously approved the Executive Committee's recommendation.
c. Purchase of Additional "Wally Wise" Cards	Steve Jackson discussed LFUCG-Emergency Management's "Wally Wise" cards, which are public information handouts aimed at educating people about shelter-in-place. DEM uses the cards at public events to raise awareness. Mr. Jackson reported that the inventory of the cards has been exhausted, so

	<p>the Executive Committee had recommended the expenditure of \$300 to fund printing of additional Wally Wise cards. The Full Committee unanimously approved the Executive Committee's recommendation.</p>
d. Facility Information Campaign	<p>Bill Strong and Steve Jackson reported that Marathon Petroleum was planning a public outreach effort for the neighborhood surrounding Marathon's facility in Lexington. Marathon is planning to fund the effort, but is seeking input and assistance from the LEPC. Mr. Strong presented Marathon's written materials for the campaign for review by the Executive Committee. Several members of the committee thanked Mr. Strong and Marathon for their efforts. Several members expressed that Marathon's campaign was a great example of what the LEPC members are doing in their communities to further the mission of the LEPC.</p>
V. Sub-Committee Reports	
a. Public Information	<p>John Bobel stated that the sub-committee's activities were all addressed during the discussion of on-going activities.</p>
b. Budget/Finance	<p>Clay Larkin stated that annual grant funding had not yet been received, but was expected soon as all grant paperwork was completed and submitted.</p>
c. Response Exercise	<p>Fred Rial reminded the committee of the services offered by the Response Exercise Sub-Committee and reported that the Sub-Committee was planning a potential event with the University of Kentucky.</p>
VI. New Business	
a. Sites for 2015 LEPC Meetings	<p>Steve Jackson reported that the LEPC was looking for volunteers to host the Full Committee meetings scheduled for March and September, 2015. James Canella and Jon Meyer volunteered to host the March, 2015</p>

	<p>meeting at Schneider Electric and Kevin Kruchinski volunteered to host the September, 2015 meeting at Kentucky American Water.</p>
VII. Good of the Order	<p>James Canella and Jon Meyer announced that Schneider Electric would be hosting its annual Safety Fair on November 19, 2014 and would welcome the LEPC's involvement.</p> <p>Robert Francis reported that the Joint EPA/Coast Guard Regional Response Team meeting would be held October 15 – 17 in Louisville. Mr. Francis is Kentucky's state representative for the conference. Mr. Francis stated that the meeting was open to the public and that he would circulate an agenda for the event.</p>
VIII. Adjournment	<p>The meeting was adjourned by unanimous consent.</p>