



**LOCAL EMERGENCY PLANING COMMITTEE  
LUCAS COUNTY, OHIO**

**Regular Meeting Minutes  
September 20, 2018**

**CALL TO ORDER**

Tim O'Brien called the meeting to order at 12:15 p.m.

**APPROVAL OF MEETING MINUTES**

Motion to approve July 19, 2018 minutes made by Matt Krause and seconded by Steve Spitler. With all "ayes" and no "nays" minutes are approved as distributed.

**OLD BUSINESS**

Tim O'Brien had nothing to report

**EXECUTIVE COMMITTEE REPORTS**

**By-Laws Revision**

Tim O'Brien presented a change to the Lucas County LEPC By-Laws Article VI: Section 2 that would reduce the number of regular meetings from six (6) to four (4) regular scheduled meeting per calendar year. Tentatively, meetings will occur on the second Thursday of January, April, July and October. ORC Section 3750.03 requires that the LEPC meet at least annually.

**Motion**

Motion made by Steve Spitler and seconded by Abby Buchhop that authorizes LEPC to conduct quarterly meetings. The LEPC, required to meet at least once each calendar year, will set the time and date of its regular meetings. With all ayes and no nays motion is carried

**SUBCOMMITTE REPORTS**

**Grants Coordinator**

Mike Frey reports that Toledo Fire and Rescue has completed both grant funded HAZMTAT IQ and HAZMAT Tech Refresher trainings. Ohio EMA has approved a 1-year extension for the remaining grant balance.

**Finance Coordinator**

Proposed 2019 Budget Abby Buchhop presented 2019 proposed LEPC budget. Column heading *2018 YTD Actual* outlines current financial status.

Northwest Ohio LEPC Conference Abby solicited a motion from the Committee to approve an expenditure of \$500.00 for the annual Northwest Ohio LEPC Conference

Motion

Motion made by Deputy Chief Mike Froelich and seconded by Pat Moomey for the expenditure of \$500.00 in support of the Northwest Ohio LEPC Conference. With all ayes and no nays motion is carried

**Plan Review Coordinator**

Due to file server crash and data loss, Mike Frey and the Executive Committee recommend the LEPC submit "No Change Review" checklist letter in lieu of full annual Chemical Emergency Response and Preparedness Plan. Discussion ensued

Motion

Motion made by Matt Krause and seconded by Michelle Hughes-Tucker that "No Change Review" documentation is to submitted to State Emergency Response Commission (SERC) With all ayes and no nays motion is carried

**Information Coordinator**

Pat Moomey reports the LEPC has received 15 requests for information

**Emergency Coordinator**

Michelle Hughes-Tucker had nothing to report

**Training Coordinator**

HazCom Training Michelle Hughes-Tucker reports the OSHA HazCom (Hazard Communication) training sessions on August 9, 2018 were well attended and participant surveys was positive.

LEPC Annual Facility Workshop The LEPC will not be holding a facility workshop this fall.

HAZWOPER Training An 8-hour Hazardous Waste and Emergency Response standard (HAZWOPER) refresher training is scheduled on Thursday, October 11, 2018 at Owens Community College See Michelle for registration or information

**Exercise Committee**

Aletha Reshan reports that planning for the October 2, 2018 LEPC functional exercise is on schedule. Objectives include Emergency Operations Center (EOC) and Joint Information Center (JIC) activation.

**Compliance Committee**

In Tony Sloma's absence, Mike Frey presented the Compliance Committee's recommendations.

## Late Tier II Report

Company	Proposed Penalty	Motion	Seconded	LEPC Vote
Hearthside	\$1,000.00*	M. Gerber	A. Buchhop	Motion Passed

\* Per settlement agreement between Hearthside and the Lucas County Prosecutors Office

### LEPC Penalty Relief for Late Voluntary Reporting

Mike Frey presented the Compliance Committee's proposal of waiving voluntary late penalties. Discussion ensued and the issue was tabled indefinitely

## NEW BUSINESS

### Northwest Ohio Michigan Mutual Assistance District (NOMMAD)

Kevin Kennedy informs the LEPC of the next NOMAD meeting on October 17, 2017. Moreover, Kevin replaces Chris Herman as new chair of NOMAD. New members are welcome

### Western Lake Erie Sub-Area Committee (WLEC)

Jon Gulch reports the next WLEC meeting is October 10, 2018 at University of Toledo's Lake Erie Center on Bay Shore Rd in Oregon, Ohio.

Agenda items include:

- Introduction of the new Marine Safety Unit Toledo Commanding Officer, LCDR Megan Drewniak
- A presentation by Ohio EPA on a local pollution incident that had impacted wildlife and the actions taken
- The Northwest Ohio Michigan Mutual Assistance District (NOMMAD) will provide a short presentation of their organization
- Round-table agency and stakeholder briefs
- ACP update and exercise schedules

## ADJOURNMENT

Tim O'Brien adjourned at the hour of 12:47 p.m.

## Next Meeting

Thursday, November 15, 2018 12:15 p.m.