**MEETING MINUTES (draft)**

Fayette County Local Emergency Planning Committee

Full Committee Meeting

Friday, March 17th, 2023

1:30 PM EST

1. **Welcome**

Meeting called to order 1:30pm by Rick Parks.

1. **Approval of February Executive Committee Meeting Minutes**

Motion by John Bobel, seconded by April Milby to approve the February minutes.

Approved by voice vote

1. **Treasurer’s Report – Ralph McCracken**

Current Grant Fund Balance: $1,605.40

Current Discretionary Fund Balance: $3,591.47

Expenses since last meeting: Deposit of $1,000 check donation from Citco Plus 1 Foundation into the Discretionary Account. Check to John Bobel of $150.00 from the Grant Account to finish purchasing items for the emergency kits. $300 check to Serif Group for our Web Hosting. Redeposit of $41.82 into the Grant Account from John Bobel, which was the remainder of the $150 check for purchasing the items for the emergency kits.

Ricky Cline asked if the committee was still planning on using some of the grant funds to set up training for Hazmat. Ricky Cline offered the FMC training area on Leestown Rd. The committee will look into dates for October/November and get back to Ricky Cline.

Motion by Robbie Francis, seconded by Adam Morgan to approve the February Treasure’s report.

Approved by voice vote.

1. **Public Information Update – John Bobel**

John has assembled 3 completed family emergency kits for distribution. John brought one to the meeting to display for everyone to get more familiar with what is in it. One kit has been given to the BBB to be used for the outdoor raffle, which leaves us with 2 kits currently. John is looking to creating 5 more kits which will leave us with 7 kits. These would be used by members of the LEPC to be used as employee gifts or incentives for fairs or safety events. These can also be opened up to Fayette County to be used for fundraising. At the last LEPC Executive meeting we approved the use of $1,000, the kits cost about $200 to put together. We are assembling 5 more and will be available to committee members. The LEPC typically attends events in the spring and fall but we would like to recommend that we wait until the fall to attend evets after we have received the next allocation from the State. These types of events would be the Fire Prevention Festival and Arbor Day.

**New Business**

* 1. **Welcome Bradley Strait as LEPC Legal Council**

The Executive Committee welcomed Bradley Strait. Bradley Strait gave some background on himself. The Executive Committee is excited to have him.

* 1. **Fayette County Environmental Clean Up schedule**

Adam Morgan from Lexington Fire Department gave an updated date on this clean up. The date is March 25th from 8:30am-3:00pm at Old Frankfort. October 21st is tentative.

* 1. **Re-Forest the Bluegrass**

April 15th at Hisle Farm Park. It was decided to attend the Fire Prevention Festival and prepare our giveaways for that. Fire Prevention Festival is typically in October. Adam Morgan will check on the date of the Fire Prevention Festival.

* 1. **Tier II Reporting Certification Letters**

Ashley has submitted the Certification Letters to the State. There are currently 59 facilities.

* 1. **Family Emergency Kits**

Update provided by John Bobel. John typically procures the items himself and we would reimburse him with a check. Due to internally policies within LFUCG DEM we need to change that process.

* 1. **Debit Card for LEPC**

The executive committee voted on getting debit cards for the grant account and discretionary account in order to make purchases such as the family emergency kit items. The vote passed the executive committee and Ralph will be starting that process. The cards will be held by the Treasurer until they are needed for purchasing.

1. **Good of the Order**

The KYEM Area 5 Manager, Marti Burton introduced herself to the committee.

Justin Handshoe the Local Disaster Program Manager from the American Red Cross introduced himself to the committee.

Curtis Dillion mentioned that he will make sure everyone gets the Campbell County EM training newsletters.

Rick Parks mentioned we are looking to do some type of conference next year in Fayette County.

At the next Full Committee meeting we will have presentations for everyone.

Rick Parks talked about how important it is to remember your training during emergency and our mission is to improve the preparedness and readiness in our community.

1. **Adjournment**

Motion to adjourn by John Bobel, seconded by Ashley Walo 2:10pm. Motion approved by voice.

**Attendee List**

**Name Agency**

Ashley Walo Fayette DEM

Ralph McCracken Lex/Fayette Health Department

Rick Parks CITCO

Bradley Strait Dentons

Robert Francis Shield Environment

James McCloud KY DEPT ERT

John Bobel Fayette DEM

April Milby Clark Materials

Curtis L. Dillon KY American Water

Marcus Sell Lexington Police Department

Zachary Purdon Saddle Creek Logistics

Scott Suder FMC Lexington

Adam Morgan Lexington Fire Department

Amy Siewert Bluegrass Station

Justin Handshoe American Red Cross

Marti Burton KYEM