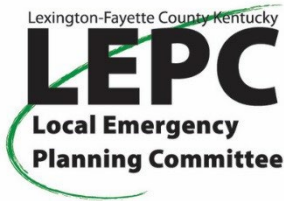


# MEETING MINUTES

Fayette County Local Emergency Planning Committee  
Executive Committee Meeting  
Friday, February 17<sup>th</sup>, 2023  
1:30pm EST

- I. Welcome  
Meeting called to order at 1:32PM by Rick Parks. Introductions were made.
- II. Approval of October Executive Committee Meeting Minutes  
Motion by Robbie Francis, seconded by John Bobel to approve the January minutes.  
Approved by voice vote.
- III. Treasurer's Report – Ralph McCracken  
Current Grand Fund Balance: \$2,0134.58  
Current Discretionary Fund Balance: \$2,591.45  
Expenses since last meeting: \$440.87 reimbursement to John for preparedness kit purchases. Moving forward, John can't purchase items and be reimbursed by the Committee due to LFUCG rules. A separate mechanism will be required.  
Motion by John Bobel, seconded by April Milby to approve the January Treasurer's report. Approved by voice vote.
- IV. Public Information Update – John Bobel  
John said assembly of the new Preparedness Kits should be completed in March.  
Discussion on maintaining the Committee's ZOOM subscription. It was agreed to re-new it as a contingency, but emphasize in-person attendance.  
Donation issues: CITCO will donate \$1K to support the purchasing of kits. The check will go to Ralph, via Ashley (County Rep) for deposit into the Discretionary account.  
Reimbursement issue: Going forward, Ralph will investigate procuring a debit card for the Discretionary account as a shorter-term solution. Guidelines / policy for utilizing the debit card will be drafted and voted on by the Executive Committee.
- V. New Business
  - A. Grant Application  
Application has been submitted and Ashley has received confirmation from Connie it is approved.



Required WEBEOC uploads have been completed.

Rick has attended the KERK meeting. Will forward the minutes to the Executive Committee.

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

The Household Hazardous Waste collection dates will be April 22<sup>nd</sup>, and October 21<sup>st</sup>.

Executive Committee (John / Ashley) will investigate the options to participate in the Arbor Day and the Reforest the Bluegrass events.

**C. Full Committee Meeting in March**

March Full Committee meeting will be held at KY American Water. Proposals for "New Business" discussion at the meeting included:

- Arrange AAR briefings on recent HAZMAT responses. Locally, and National responses

- Propose a TTX / Facilitated Discussion on responses to a major HAZMAT incident. Subjects could include the East Palestine Derailment, Scott County derailment 3(?) years. Propose running the TTX / Discussion at the September Full Committee meeting.

**D. Tier II Reporting**

**Ashley is submitting plans for all of the facilities that have updates on their Tier II Annual Report.**

**E. Family Emergency Kits**

See previous discussion in these minutes.

**F. LEPC Parliamentarian Help**

April will contact Clay Larkin (former Parliamentarian, Attorney) to determine his willingness to participate again.

**VI. Good of the Order**

Ralph gave a COVID update

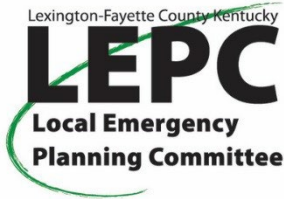
Matt Howard was introduced as the new LEXMARK rep to the Executive Committee.

Theresa will continue as the LEXMARK TIER II contact.

Discussion was held on expanding participation in the Executive Committee.

Recommend getting a Lexington City Council member to participate. Council member did participate years ago. Tim recommended CM Liz Sheehan. Tim has contact info.

Ashley's computer. Tim requested the Committee procure a computer for Ashley to utilize. All TIER II work, compliance activities to be conducted with this computer.



Motion to authorize up to \$1,500 to procure appropriate computer by Robbie Francis, seconded by Rick Parks. Motion Approved. (Double Check this. Tim's notes weren't clear)

DEM: would LEPC be able to order a stamp for mail receivables? Any time we get mail for the LEPC we need to stamp it but do not have a stamp with LEPC on it. Committee concurred.

## VII. Adjournment

Motion to adjourn by April Milby, seconded by Rob Larkin. Motion approved by voice vote.

### ATTENDEE LIST

<u>NAME</u>	<u>AGENCY</u>
Rick Parks	CITCO
April Milby	Clark Materials
Ralph McCracken	Lex/Fayette Health Department
Curtis Dillon	KY American Water
Matt Howard	LEXMARK
Robbie Francis	Shield Environmental
Rob Larkin	Lexington Fire
Tim Brandewie	Fayette DEM
Bob Kjelland	UK Environmental
Laura Bowlds	LEXMARK