



MEETING MINUTES

Fayette County Local Emergency Planning Committee
Executive Committee Meeting
PSOC
115 Cisco Rd, Lexington, KY 40504
Friday, January 16, 2026
11:00 a.m. EST

- I. Welcome
Meeting called to order at 11:01 a.m. by Curt Dillon.
- II. Approval of October 2025's Executive Committee Meeting Minutes
Motion to approve by Rick Parks. Second by Rob Larkin. Minutes approved.
- III. Treasurer's Report – Emily Fay
**Purchased legal ad for \$265.86. Paid 4imprint invoice of \$5,829.35.
Received Grant Funds on December 30, 2025 (\$7,671.01)
Current Balance: \$1,984.09
Motion to approve by Rob Larkin. Second by Rick Parks. Approved.**
- IV. Public Information Update – Emily Fay
Emily now has complete access to and control over the LEPC bank account. The former Chairman and Treasurer have been removed from the account. Will add Chairman and new Treasurer to the account when elected.
- V. New Business
 - A. Meeting Schedule for 2026
**Executive Committee will meet at 11:00 a.m.
When the Executive and Full Committees meet on the same day, the Executive Committee meets at 1:00 p.m., and the Full Committee meets at 1:30 p.m.
Motion to approve the 2026 Meeting Schedule by Rick Parks. Second by Rob Larkin. 2026 LEPC Meeting Schedule approved.**
 - B. LEPC Recap
Sent by Connie Estill at the State, and provides general information for awareness. Information covered includes bank statements and purchases, membership lists, Bylaws, inventory, public notice, and meeting minutes.

C. Grant Funds Update

Grant funding issues have finally been resolved, and the funds have been deposited into the bank account. The State attempted to contact the former Emergency Management Director to confirm LEPC status, which delayed fund disbursement.

D. Voting on Officers

1. Chairman

Curt Dillon was reelected as Chairman by unanimous yea vote. Curt will continue as Chairman.

2. Vice Chairman – Kurt Buterbaugh

Larry Kinnard nominated Kurt Buterbaugh for Vice Chairman. Unanimous yea. Kurt will assume Vice Chairman Role.

3. Secretary

Emily Fay was reelected as Secretary by unanimous yea vote. Emily will continue as Secretary.

4. Treasurer

Role is vacant. Motion to table role until February 2026 Executive Committee Meeting by Rick Parks. Second by Larry Kinnard. Role tabled until February 2026 Executive Committee Meeting.

5. Parliamentarian

Bradley Strait was reelected as Parliamentarian by unanimous yea vote. Bradley will continue as Parliamentarian.

6. Custodian of Records

Emily Fay was reelected as Custodian of Records by unanimous yea vote. Emily will continue as Custodian of Records.

7. Community Emergency Coordinator

Role is vacant. Motion to table role until February 2026 Executive Committee Meeting by Rick Parks. Second by Sarah Fink. Role tabled until February 2026 Executive Committee Meeting.

VI. Good of the Order

***Chad Traylor:* New initiatives with the Fire Department. Working with a citizen group to launch a program to register all AEDs in Fayette County. It would be app-based and involve businesses in the county. Program is still getting off the ground.**

***Hannah Salamon:* Hosting the UK Alert test and statewide tornado drill during the first week of March. Statewide tornado drill is on March 4, 2026, at 10:07 a.m.**

Finalizing After Action Review (AAR) for the November 2025 UK Exercise.

***Rob Larkin:* Public outreach sessions with Public Safety officials for the Aerial Public Safety Support Program (drones as a first responder) have been held this week.**

VII. Adjournment

Motion to adjourn by Larry Kinnard. Second by Rob Larkin. Meeting adjourned at 11:47 a.m.

In Attendance**Emily Fay – DEM****Chad Traylor – LFD****Vanessa Diaz – UKPD****Hannah Salamon – UKPD****Curt Dillon – KY American Water****Bradley Strait – Dentons****Larry Kinnard – LPD****Kurt Buterbaugh – DEM****Kyle Wilkins – NWS****Rob Larkin – DEM****Teams****Rick Parks – CITCO Water****Sarah Fink – UKPD****Morgan Pfeiffer – KU****Joseph Holland – Webasto**