

LEPC #5 Meeting Minutes

May 6, 2019

(Washington County towns of Barre City, Barre Town, Berlin, Cabot, Calais, Duxbury, East Montpelier, Fayston, Marshfield, Middlesex, Montpelier, Moretown, Northfield, Plainfield, Roxbury, Waitsfield, Warren, Waterbury, Woodbury, Worcester and the three Orange County towns of Orange, Williamstown, and Washington)

Present	Organization
Katina Johnson, Chair	Berlin Emergency Management Team
Sarah Nolin	VT Department of Health
Jeff Campbell	Warren DPS & Fire Department
Lisa Hulberg	Vermont Creamery, EHS Professional
Mike Wolff	Central Vermont Medical Center
Joe Aldsworth	Barre City Fire Department
Bruce Richardson	Berlin Emergency Management Team
Tony Facos	Montpelier Police Department
Barbara Farr	Waterbury
Jonathan DeLaBruere*	Central Vermont Regional Planning Commission

* Non-voting Representative

1. CALL TO ORDER

Chair Katina Johnson called the meeting to order at 6:10 PM.

2. WELCOME AND INTRODUCTIONS

Introductions were made around the table.

3. ADJUSTMENTS TO THE AGENDA

Agenda item 12 C (Vermont Creamery Tabletop Exercise) was removed from the agenda

4. VEM UPDATE REPORT AND TRAINING OPPORTUNITIES

Jonathan reviewed dates that were on the VEM training calendar.

5. CONSENT AGENDA ITEMS

a) APPROVE MEETING MINUTES

Jeff Campbell moved to approve the minutes; Bruce Richardson seconded. Motion carried.

b) BARRE CITY TREASURERS REPORT

Bruce Richardson moved to approve the Barre City Treasurer's Report; Barbara Farr seconded. Motion carried.

c) CVRPC TREASURERS REPORT

Joe Aldsworth moved to approve the CVRPC Treasurer's Report; Tony Facos seconded. Motion carried.

d) APPROVE AND AUTHORIZE PAYMENTS

Joe Aldsworth moved to approve and authorize payment of invoices as presented; seconded by Richardson. Motion carried.

6. STREAMLINING GENERAL BUSINESS ITEMS

It was agreed to remain as is for streamlining general business.

7. INCREASING ATTENDANCE

The following discussion points were made regarding increasing attendance:

- a) More outreach to the EMDs about the LEPC
- b) Taking attendance of EMDs at LEPC meetings
- c) Barb mentioned going to quarterly meetings instead of bi-monthly
- d) Do facilities know that if they have an EHS that they have to attend once per year

8. INDUSTRIES PLAN DISCUSSION

Members discussed which facilities posed the greatest risk and/or had the largest amount of Extremely Hazardous Substances. Norwich University and Ben & Jerrys were discussed in more detail.

9. UPDATES TO AFTER ACTION REPORT

- a) Montpelier working on the bridge (100% installed).
- b) Making sure that communities are using VTAlert – Town of Washington has not joined.
- c) After Action Report action items have been completed.

10. ORGANIZATIONAL COMMITTEES AND REPORTS

- a) **ANNUAL RESPONSE PLAN** – The SERC is developing a new template, which is not available yet.
- b) **BYLAW COMMITTEE** – The 7/5/2015 Bylaws have been reviewed and will remain the same. *Barbara Farr moved to accept the Bylaws; Tony Facos seconded. Motion carried.*

11. HAZCHEM FY 19 GRANT APPLICATIONS

SERC will review applications at their meeting next week.

12. OTHER BUSINESS TO BE BROUGHT BEFORE THE COMMITTEE

- a) **VT EMERGENCY MANAGEMENT ASSOCIATION**– Shelter Fundamentals (12 current members)
- b) **GMP ANNUAL EXERCISE** – This will be an annual tabletop and boom deployment exercise on June 3rd beginning at 7:30am.

13. PUBLIC COMMENTS AND RECEIVE GUESTS

- a) Department of Health Point of Distribution (POD) Exercise was mentioned.

14. NEXT MEETING

The next meeting will be held September 9, 2019.

15. ADJOURN

Jeff Campbell moved to adjourn; Bruce Richardson seconded. Motion carried.

Respectively submitted by,

Jonathan DeLaBruere, Central Vermont Regional Planning Commission

Approved on September 9, 2019.