

# LEPC #5 Meeting Minutes

## September 15, 2020

*(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)*

<b>Present</b>	<b>Organization</b>
Katina Johnson, Chair	Berlin Emergency Management Team
Grace Vinson*	Central Vermont Regional Planning Commission
Beth Burgess	Vermont 211
Stephen Bailey	NGL Energy Partners
Jonathan Scott	CVMC
Bruce Richardson	Berlin Emergency Management
Mike Bard	Waterbury EMD
Deb Shelby	CVDART
Joe Aldsworth	Barre City Deputy Fire Chief

\* Non-voting Representative

### 1. CALL TO ORDER

Vice Chair Joe Aldsworth called the meeting to order at 6:33 PM.

### 2. WELCOME AND INTRODUCTIONS

Introductions were made around the table.

### 3. ADJUSTMENTS TO THE AGENDA

None.

### 4. SERC LEPC CONSOLIDATION PLAN

Grace Vinson of CVRPC provided information on SERC LEPC consolidation. VEM is currently finalizing consultant contract; first task will be assisting LEPCs with updating annual response plan. SERC/LEPC liaison subcommittee is working on developing bylaws and governance structure for new Regional Emergency Management Committees (REMCs). Deb Shelby asked how the new structure would work with organizations like CVDART. Vinson said that the exact structure had not been finalized but current understanding was that LEPC members would be invited and encouraged to join the REMC.

### 5. VEM UPDATE REPORT AND TRAINING OPPORTUNITIES

Grace Vinson noted Emily Harris was not available to attend the meeting.

- Vinson provided information on the upcoming VEM Emergency Preparedness Conference; must register by September 24 through the Learning Management System.

- Vinson encouraged members to contact her with training requests.
- Register for trainings via the Learning Management System:  
<https://vem.vermont.gov/training/trainingprogram/lms>
- Don't have an account? [Click here](#) to create one
- Sign up for the VEM newsletter to get more information about upcoming trainings:  
<https://vem.vermont.gov/contact-us/newsletter>
- VEM is currently in the process of hiring a new Northeast Regional Coordinator to replace Emily Harris.

## 6. VTEMA UPDATE

No updates.

## 7. CONSENT AGENDA ITEMS

- APPROVE MEETING MINUTES**
- CVRPC TREASURERS REPORT-** Vinson explained that this represents invoices through August 2020. LEPC members approved moving Barre City funds to CVRPC at March meeting and CVRPC has moved forward with implementing transfer of funds.
- APPROVE AND AUTHORIZE PAYMENTS-** Vinson explained CVRPC is asking for authorization to invoice SERC for July and August invoices, LEPC members previously authorized invoices for April, May, and June electronically via email.

*Joe Aldsworth made motion to approve all consent agenda items. Stephen Bailey seconded. Motion carried.*

## 8. ORGANIZATIONAL COMMITTEES AND REPORTS

### 9. PROGRESS REPORTS

- HAZCHEM FY 20 GRANT- PROJECT CLOSE OUT 12/31/20-** Vinson provided information on the progress report table that shows activity through August 2020. Will hold one more meeting before FY20 grant closes on 12/31/20.

### 10. HAZCHEM FY21 APPLICATIONS AND FUNDING

- Hazchem Base Application-** Vinson explained that LEPC5 had received an advance notice to proceed under the base application.
- Hazchem Additional Application-** Vinson explained the SERC Finance Committee has recommended an award of \$7,500 for LEPC 5's additional application. CVRPC is unsure if LEPC's award was aimed at a specific portion of the LEPC's proposed work. There may be Emergency Management Performance Grant (EMPG) funds available to supplement LEPC funds and assist with the REMC transition.

### 11. PUBLIC COMMENTS AND RECEIVE GUESTS

Joe Aldsworth explained that EMDs are going to be important in upcoming months for possible second wave of COVID or vaccine distribution.

**12. NEXT MEETING**

The next meeting will be held on November 10<sup>th</sup>, 2020.

**13. ADJOURN**

Adjourned at 7:11 pm.

*Joe Aldsworth made motion to adjourn. Stephen Bailey seconded. Motion carried.*

Respectively submitted by Grace Vinson, Central Vermont Regional Planning Commission

Approved on: \_\_\_\_\_

DRAFT