

**LEPC 5 MEETING**  
**Monday, June 14, 2021**  
**6:30 pm to 7:30 pm**

*Remote participation via Zoom*

**Platform  
Change!**

<https://us02web.zoom.us/j/86461107688?pwd=V2VuUGtkMjdzQ0ovYmhobm1LdHlOQT09>

Dial in via phone: +1 929 436 2866; Meeting ID: 862 3352 7193 | Passcode: 767455

Download the app at least 5 minutes before the meeting starts:

<https://zoom.us/download>

1. Call to Order (Joe Aldsworth)
2. Welcome and Introductions (Joe Aldsworth)
3. Adjustments to the Agenda (Joe Aldsworth)
4. SERC LEPC Consolidation Update (Grace Vinson)
5. VEM Update Report and Training Opportunities (VEM representative)
6. VTEMA (Vermont Emergency Preparedness Association) Update (VTEMA representative)
7. Consent Agenda items<sup>1</sup> (Joe Aldsworth)
  - a. CVRPC Treasurer Report
  - b. Approve and Authorize Payments
8. Organizational Committees and Reports (Joe Aldsworth)
9. Progress Reports
  - a. Hazchem FY21 Grant
10. Public Comments and Receive Guests (for non-agenda items) (Joe Aldsworth) – A period for general public comment on items not on the agenda
11. Next meeting (Joe Aldsworth)
12. Adjourn



## REQUEST FOR PAYMENT

Date: June 7, 2021  
To: LEPC 5  
From: Grace Vinson, CVRPC  
RE: SERC FY21

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Enclosed is CVRP's request for payment for services rendered April 2021 under CVRPC's administrative services agreement(s) with the LEPC5. Payment requests include:

<u>Agreement</u>	<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Amount Requested</u>
FY21	4/30/21	3085	\$1,422.91
<b>Total Payment Requested</b>			<b>\$1,422.91</b>

Thank you for allowing us to serve the LEPC this year.

If you have any questions, please contact me at [vinson@cvregion.com](mailto:vinson@cvregion.com) or 802-229-0389.

Sincerely,

Grace Vinson  
Planner

2:53 AM

05/28/21

Central Vermont Regional Planning Commission  
Time by Job Summary  
April 2021

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	<u>TOTAL</u>
LEPC SERC:LEPC 21	
Employees:Andrews, Ashley	9.00
Employees:Chartrand, Nancy	1.25
Employees:Vinson Grace	9.50
Employees:Waninger Bonnie	0.75
	<u>20.50</u>
Total LEPC SERC:LEPC 21	20.50
<b>TOTAL</b>	<b><u><u>20.50</u></u></b>

**Central Vermont Regional Planning Commission**

29 Main Street, Suite 4  
Montpelier, VT 05602

**Invoice**

**Invoice #:** 3085  
**Invoice Date:** 4/30/2021  
**Due Date:** 4/30/2021  
**Project:** LEPC 21  
**P.O. Number:**

**Bill To:**  
LEPC #5

Description	Hours/Qty	Rate	Amount
Chartrand, Nancy	1.25	35.34	44.18
Grace Vinson	9.5	30.54	290.13
Andrews, Ashley	9	37.64	338.76
Bonnie Waninger	0.75	60.76	45.57
			718.64
Indirect - 98%		98.00%	704.27
<b>Total</b>			<b>\$1,422.91</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$1,422.91</b>

# Treasurer's Report

**Grantee:** LEPC #5  
**Fiscal Agent:** Central Vermont Regional Planning Commission  
**Agreement #:** 02140-21125-005-SERC21  
**Reporting Period Dates:** July 1, 2020 - April 30, 2020

BEGINNING ACCOUNT BALANCE																	\$	-
INCOME		MONTHLY INCOME																
AWARD/REIMBURSEMENT DESCRIPTION	Date of Deposit	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	YTD Deposited	
Award Deposit																	\$ -	
Award Deposit																	\$ -	
Award Deposit																	\$ -	
Award Deposit																	\$ -	
<b>TOTAL INCOME:</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENSE BUDGET		MONTHLY EXPENDITURES																
EXPENSE DESCRIPTION	Budget by Category	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	YTD Expended	YTD Actual Budget Category Balance
Salaries & Benefits:	\$ 1,715.00							\$ 377.65	\$ 431.12	\$ 787.12	\$ 718.64						\$ 2,314.53	\$ (599.53)
Contractual:																	\$ -	\$ -
Supplies:																	\$ -	\$ -
Travel & Mileage:	\$ 11.00																\$ -	\$ 11.00
Equipment:	\$ 30.00																\$ -	\$ 30.00
Other Costs:	\$ 270.00																\$ -	\$ 270.00
Indirect Cost:	\$ 1,974.00																\$ -	\$ 1,974.00
<b>TOTAL LEPC #5 BUDGET:</b>	\$ 4,000.00							434.75	496.33	771.36	704.27						\$ 2,406.71	\$ 1,593.29
<b>TOTAL SERC EXPENSES:</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 812.40	\$ 927.45	\$ 1,558.48	\$ 1,422.91	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,721.24	\$ 4,721.24
ENDING ACCOUNT BALANCE																	\$	(4,721.24)
Invoice Number																		

Note: July - November amounts were revised in response to VT DPS request to transfer costs to LEPC FY20 grant.

# LEPC 5 SERC FY21 Agreement

As of 04/30/2021

<b>LEPC5 SERC FY21 Progress Report</b>					
<b>Deliverable</b>	<b>Who</b>	<b>Previous Activity</b>	<b>Activity During April 2021</b>	<b>Status (not started/in progress/completed)</b>	<b>Impact Evaluation</b>
<b>3 Bi-Monthly meetings</b>	CVRPC & LEPC	None	Held abbreviated meeting on 4/12/21	In progress	<ul style="list-style-type: none"> <li>• <i>Change in the number of attendees at the LEPC5 meetings from FY20 to FY21. Goal is to maintain a minimum of 8 attendees at each meeting.</i></li> </ul>
<b>Administrative Support: Financial management and bookkeeping</b>	CVRPC	Base Application Award executed on 11/18/20	Additional application award executed on 4/14/21	In progress	<i>A current LEPC5 representative list is provided to the SERC with quarterly reports.</i>
<b>Social Media Engagement</b>	CVRPC	No activity	April meeting packet posted to LEPC5 website and distributed to members	In progress	<ul style="list-style-type: none"> <li>• <i>Grant award announcement is posted on social media and distributed to the local paper.</i></li> <li>• <i>LEPC5 maintains an active web and Facebook page.</i></li> <li>• <i>Meeting and informational materials are posted to LEPC5's website and distributed to its members.</i></li> </ul>

# LEPC 5 MEETING

## Monday, June 14, 2021

### SERC LEPC Consolidation Plan (Regional Emergency Management Committees)

#### Background

- July 2021: new statewide LEPC takes over LEPC requirements, and old LEPCs transition to REMCs. RPCs will be primary entity transitioning LEPCs and EMD roundtables to REMCs
  - Focus changes from LEPC requirements to all-hazard planning and coordination with EMDs and other emergency management officials
  - REMC Guidance forthcoming from VEM, CVRPC will distribute and conduct outreach
- REMC membership
  - Voting members: EMD or designee per municipality, 1 representative from First Response Community per municipality (appointed by Executive or Legislative branch)
  - Non-voting members: fire departments, EMS, law enforcement, transportation, hospitals, and any other interested or private individual or organization
- H.122 which outlines formation of statewide LEPC and REMC can be found [here](#) (starting on p.40)

#### In development

- Hire contractor to manage statewide LEPC (late summer 2021)
- Confirm statewide LEPC membership
- Guidance on how to assist LEPCs with dissolution (draft guidance says dissolve by march 2022)