LEE COUNTY

Committed Today for a Better Tomorrow

LEE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

Minutes of September 15, 2010

Attendees:
Nancy Veroni – Emergency Services
Michael Tatum – Emergency Services
Roger Millikin – Emergency Services
Bruce Akers – NC Dept. of Agriculture, CS
Roger Tankersley – Pfizer
Tim Lawson – Central Carolina Advanced Life Support
Hans Niedworok
Yoke Chung – Noble Oil Services
Shane Seagroves – Emergency Services
Bill Rogers – Emergency Services
Bob Van Gorder – Caterpillar
Gaynell Lee – Lee County
Susan Condlin – NC Cooperative Extension
Seth Holt – NC Cooperative Extension
Francis Giardina – Pentair Water
R.V. Hight – Sanford Herald
Roy Warren – Health Department
Ken Cotten – Sanford Fire Department
Ann McMillan – Saiden Technologies
Wayne Barber – Sanford Fire Department
Mike Stephens – Static Control
Nicole Brown – NC Dept. of Labor, OSHA
Jonathan Kelly – Central Carolina Advanced Life Support

The Lee County Local Emergency Planning Committee met on September 15, 2010 at the Lee County Emergency Services Conference Room, 225 S. Steele Street, in Sanford, NC.

Chairperson Roger Tankersley called the meeting to order at 11:40 a.m. followed by individual introductions. A motion to accept the minutes, as presented, from the previous meeting was made by Ken Cotten; seconded by Shane Seagroves; unanimous vote.

Shane Seagroves gave the following updates under old business:

- FEMA Drill – Fire Department trainings to commence on September 28 with various trainings taking place up until the graded exercise scheduled for April 2011.

- Family Day @ the Jetport – Initial meeting with responders and volunteers to be held on September 17. Event day is scheduled for October 9 with a full day of aviation-related activities and special events.

Roger Tankersley conducted a review of the action items from the previous meeting resulting in new action items and carry over action items to be completed.

Action Items:

- LEPC members to provide Roger Millikin with the information outlined in Nancy Veroni's 9/15/10 e-mail by November 1, 2010. Roger Millikin will follow-up with any LEPC members not responding by 11/15/10 in order to have the information he needs for his spreadsheet below.
- Roger Millikin will populate a spreadsheet to include the above information (i.e. Name of LEPC member Organization, Name of LEPC Voting Member {with phone number & e-mail}, Name of company Specialists {with their area of expertise listed along with their work, home & cell phone numbers and e-mail} by December 1, 2010 to share at the December 15, 2010 LEPC meeting.
- Nancy Veroni will complete public notification of the December 15, 2010 meeting by December 1, 2010.
- Roger Millikin will develop the Emergency Response Plan and get written approval from the NC Emergency Management office by November 1, 2010, and provide to Nancy Veroni to distribute to the LEPC for review at least 30 days prior to the December 15, 2010 meeting.
- Roger Tankersley will provide Nancy Veroni the proposed changes to the By-Laws from the 9/15/10 meeting by September 17, 2010.
- Nancy Veroni will update the LEPC By-Laws with information from the 9/15/10 meeting and distribute to the members for review at least 30 days prior to the December 15, 2010 meeting. This will result in 3 reviews of the proposed changes to the By-Laws and, barring any significant changes, will culminate in a vote by the LEPC to amend the By-Laws in preparation to submit to the Lee County Board of Commissioners for review and approval.

Carry Over Action Items:

- Each LEPC Member will identify a Facility Coordinator responsible for implementing their respective emergency response plan by September 15, 2010.
- LEPC Members will determine who the voting member will be for their respective organization by September 15, 2010.
- LEPC Members will compile a list of emergency equipment available at their respective location by September 15, 2010.
- Kim Killian will contact the Armed Services for information on the Military-Civilian Task Force for Emergency Response (MCTFR) plan and provide this to Roger Millikin for benchmarking purposes.

A discussion forum regarding future meetings was begun for the purpose of exchanging ideas and identifying a solution to best fit the needs of the committee. Options discussed were to change the meeting time from the current meeting time of 11:30 am – 12:30 pm to 10:30 am – 12 pm and conducting meetings at a centralized location. Next meeting will comply with the current schedule.

The next meeting for the LEPC has been pre-set for December 15, 2010.

A motion was made by Wayne Barber to adjourn the meeting; seconded by Roger Tankersley; unanimous vote. The meeting was adjourned at 1:10 pm.

Attest:

Nancy Veroni

Nancy Veroni, Secretary

Roger D. Tankersley

Roger Tankersley, Chairperson