LEE COUNTY

Committed Today for a Better Tomorrow

LEE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

Minutes of December 15, 2010

Attendees
Ann McMillan - Saiden Technologies
Roger Tankersley - Pfizer
David Vann - Coty
Carolyn Williams - Coty
Cynthia Lewis - Coty
Yoke Chung - Noble Oil
Hans Niedworok
Mike Stephens - Static Control
Cynthia Webb - 3M
Donald Wright - 3M
Bob Van Gorder - Caterpillar
Fran Giardina - Pentair Water
Jonathan Kelly - CCALS
Mike Sperico - CCALS
Roy Warren - Lee Co. Health Dept.
Shannon Cagle - Lee Co. Health Dept.
William Cain - Lee Co. Health Dept.
Phillip Ferrell - Dixie Pipeline Co.
Ken Cotton - Sanford Fire
Wayne Barber - Sanford Fire
Seth Holt - North Carolina Cooperative Extension
Michele Bullard - United Way of Lee Co.
Bruce Akers - NCDA & CS
Gaynell Lee - Lee County
Nancy Veroni - Lee County Emergency Services
Roger Millikin - Lee County Emergency Services
Shane Seagroves - Lee County Emergency Services
Michael Tatum - Lee County Emergency Services

The Lee County Emergency Planning Committee met at 11:30 a.m. on December 15, 2010 at Coty US LLC, 1400 Broadway Road, in Sanford, NC.

Chairman Roger Tankersley called the meeting to order and thanked David Vann for hosting the meeting at the Coty facility; introductions followed.

A motion was made by David Vann to accept the minutes as presented from the September 15th meeting; seconded by Wayne Barber; unanimous vote.

Old Business:

Carry Over Action Items from 7/14/10:

- Each LEPC Member will identify a Facility Coordinator responsible for implementing their respective emergency response plan.
- LEPC Members will determine who the voting member will be for their respective organization.
- LEPC Members will compile a list of emergency equipment available at their respective location.
- 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.

Carry Over Action Items from 9/15/10:

- Roger Millikin will follow-up with any LEPC members not providing Facility Coordinator and other specialists information for completion of his spreadsheet.
- 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}.
- Roger Millikin will develop the Emergency Response Plan and get written approval from the NC Emergency Management office.

Action Items from 12/15/10:

- Roger Millikin will provide his completed Emergency Response Plan to Nancy Veroni for distribution to the LEPC at least 30 days prior to the March 9, 2011 meeting.
- Nancy Veroni will provide the revised By-Laws to Gaynell by 12/22/10 to take to the County Commissioners for review and approval at their January 3, 2011 meeting.
- Nancy Veroni will e-mail the revised By-Laws to the LEPC members for their file.
- Nancy Veroni will complete public notification of the March 9, 2011 meeting by February 23, 2011.

The final revised By-Laws were approved by a motion made by Seth Holt; seconded by David Vann; unanimous vote.

Meeting logistics for 2011 meetings were discussed with the consensus of the committee being to continue meeting as has been done in the past.

New Business:

Election of 2011 LEPC Officers:

- Chairman – Roger Tankersley – Motion made by David Vann; seconded by Wayne Barber. Nomination approved by acclamation.
- Vice Chairman – Mike Stephens – Motion made by David Vann; seconded by Wayne Barber. Nomination approved by acclamation.
- Recording Secretary – Nancy Veroni – Motion made by Shane Seagroves; seconded by Wayne Barber. Nomination approved by acclamation.

Heath Cain gave an update on the Strategic National Stockpile (SNS) Plan and requested to be put on the agenda for all future LEPC meetings.

The next meeting for the LEPC has been scheduled for March 9th, 2011.

Therefore no further business to come before the LEPC, the meeting was adjourned at 1:00 p.m.

Submitted By:

Nancy Veroni
Nancy Veroni, Secretary

Roger D. Tankersley
Roger Tankersley, Chairman