

## Multnomah County LEPC Agenda

Portland Fire Training Center, 9-11 am.

Standard call to order, introductions, minutes read/approval

Updates from participating agencies (if in attendance) DHS, FBI, OSFM, PF&R, county and city emergency management.

Review of LEPC mandate, structure, status, & current needs

- Why we're here
- How we're organized and what we've been up to
- What we need
  - o Planning Element Coordinator: someone to receive the 9 Planning Element submissions and keep them safe until we figure out what to do with them
  - o Liaisons to Multnomah County, Portland, & Gresham Offices of Emergency Management: attend their meetings & update LEPC, figure out what facility information and plan details are relevant to each entity and how the Emergency Managers would like it provided to be incorporated into their plans as appendices
  - o IT enthusiast: to make LEPC website easier to use, translate the 9 Planning Element submissions into useful formats for EM appendices
  - o Grant Coordinator: someone to review requests for LEPC endorsement of grants, write or assist with writing grants, possibly participate in grant review/selection process
  - o Information Coordinator: fill vacant position, ensure our LEPC website and the OSFM LEPC website get updated, and maintain call log for release notifications
  - o Chairman: fill the position being vacated, get all the stuff above completed, and come up with more to do

Overview of roles and structure of Multnomah County, Portland, and Gresham Offices of Emergency Management (if available)

Presentation of stories from another Oregon LEPC such as Columbia, Lane County, Clatsop County, or Mid-Valley (if available)

Executive Committee Update/LEPC Business

- HMEP Grants submitted (if any)
- Solicitation of volunteers for spreading out the work load
- **Vote on Executive Committee Officers- Chairperson and Information Coordinator- These positions will be vacant and must be filled.**
- Vote on changes to bylaws
  - o The bylaws are being changed in the following way:
    1. Add ECHO as the subcommittee responsible for Outreach and Training.
    2. Add that a 911 call satisfies the need to notify the LEPC of a spill. (We have an email from Region 10 stating that this is what the EPA now recommends.)
      1. A follow up report to the LEPC will still be required within 30 days.