

Local Emergency Planning Committee (LEPC)
Clatsop County Sheriff's Office
June 17, 2010

Minutes

Attendance: Ed Hauer, Lynn Smith, Jeff Holwege, Bill Brauer, Ken Nelson, Ken Klee, Tom Manning, Carl Barnett, Steve Straily, Juan Delgado, Terry Williams and Gene Strong

Call the Meeting to Order: 0925 Hrs by Gene Strong

- Review of our current BYLAWS for the Clatsop County LEPC – Gene Strong
- Current Officers and Roles – Gene Strong
 - Chairman is currently Gene Strong and it was proposed to have a Fire Chief serve as the Vice-Chair - TBD
 - Tom Manning would serve as the Secretary / Treasurer
 - Training Committee will need to be established and Public Outreach under Article –6, will need to be implemented.
 - New Officers will be elected in our Annual Meeting, which will be in our July Meeting.

Bill Brauer Topics–

- The importance of Record Retention
- Annual Business Plans
- Local Capability Assessment
- Retain current records for 2 years then destroy
- Hand out for LEPC Data Storage

LEPC- Meeting's will be now quarterly, and the annual meeting will be in July. The EPRE Meeting will still receive LEPC Committee reports and current updates and issues.

Gene Strong will be on annual leave for the next meeting and Tom Manning will serve as the alternate for our next annual meeting in July.

Next Meeting:

The meeting will be held in Astoria at the Health Department Conference Room 430 located at the 800 Exchange Building, @ 0900 Hrs

The meeting was adjourned at 0955 Hrs

Respectfully Submitted,

Gene Strong