



Lincoln County - LEPC

May 14, 2012

10:30 am - 12 pm

Oregon Coast Community College – Community Room

400 SE College Way, South Beach, OR. 97366

Minutes

Presenter	Discussion Item
J. Demaris	1. Call to Order: Meeting called to order at 1040 by Vice Chair J. Demaris A. Approval of Minutes: January and March minutes were not available for review (February meeting cancelled)
Group	2. Introductions & Attendance (See attached Roster)
J. Demaris R. Murphy	3. Presentations: A. Review of Phase I Questionnaire: Rob Murphy provided an overview of the application process by the extremely hazards substance (EHS) facilities on-line. It was noted that the links to the Phase I Questionnaire is at the bottom of the monthly LEPC agenda to the Oregon State Fire Marshall Office. Rob reported that Trident Seafoods had completed their questionnaire and then reviewed with Newport Fire Department. The review process took approximately 2 hours. After Phase I is complete the Fire Department and the EHS facility will request the other public safety agencies and utility districts complete their review process for this EHS facility and come together as a group to identify and manage any gaps in the response plan. The LEPC Committee agreed to forward reminder to the Fire Departments/Districts with EHS facilities to begin completing their Phase I reviews with the goal to have them concluded by our July 9 th meeting. Then begin working on the Phase II reviews during the next three months with the ultimate goal to be completed by the end of this year. There are only 12 EHS facilities that are required to be reviewed by the Lincoln County LEPC. Question regarding final review and documentation of the questionnaires, i.e., does the LEPC group maintain copies of the questionnaires, are they forwarded to the State, etc. Jenny indicated she would ask Sue Otjen, OSFM for clarification.
J. Demaris	4. Old Business: None presented at this time.

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Group J. Demaris J. Demaris	5. New Business: a. 2012 Exercise Grant: IKR Consulting has been selected as the contractor for the exercise portion of the grant. Jenny provided a review of the on-line Basecamp program the contractor provides to manage all of the documents and discussions for the exercise. The first planning meeting is scheduled for May 22 nd for the participating agencies. The individual training sessions are being scheduled and should be advertised over the next 4-8 weeks. b. Membership – discussion regarding attendance by the EHS facilities. Jenny commented that Sgt. Garbarino and J. Demaris had finalized the clean up of the membership roster and feel we are now ready to request the OSFM to forward reminder letters to the EHS facilities. Jenny will follow-up with Sue Otjen, OSFM.
J. Demaris	6. Next Meeting: Monday, July 9, 2012 at 10:30 to 12:00, OCCC It was agreed to cancel the June meeting in lieu of requesting the EHS facilities work towards completing their Phase I questionnaires and meet with their Fire Departments.
J. Demaris	7. Adjourn: Meeting was adjourned at 1140.

Respectfully submitted,

Jenny Demaris, Vice Chair

Oregon State Fire Marshall – LEPC Website Link

http://www.oregon.gov/OSP/SFM/Local_Emergency_Planning_Committees.shtml