



LEPC MEETING MINUTES
March 22, 2017 – 10:00 AM
Savannah Civic Center Ballroom



- I. **Call to Order and Welcome**..... Kory Reeves
- II. **Roll Call & Introduction of Guest** Kory Reeves
- III. **Minutes Review**..... Denise McCoy
- IV. **Treasurer’s Report** Dennis Jones

Previous Account Balance (12/31/16)	19,282.64
Interest Accrual	0.62
Deposits	0
Disbursements	0
Current Account Balance (2/28/17)	19,283.26

- V. **General Membership Comments**..... Kory Reeves
- VI. **Old Business**
- VII. **New Business**
 - Subcommittee ReportsKory Reeves/Sub-chairs
 - ❖ Training and Exercise Gregg Close
 - ❖ By-Laws/Steering Tom Dolan
 - ❖ Grants and Finance Dennis Jones
 - ❖ Support and Development Greg Rouse
 - ❖ Outreach Steve Thompson
 - ❖ Emergency Response James Vickers
 - LEPC Election Committee, 3 members Kory Reeves
 - 2017 Meeting Schedule Denise McCoy
 - New Member Applications Kory Reeves
 - ❖ Savannah Brush and Chemical co.
 - Agency Spotlight..... Randall Mathews
 - ❖ Rescue Training
 - ❖ Port City Logistics
- VIII. **Closing:** Next Meeting, May 17th, 10 am
 Savannah Civic Center Ballroom



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Call to Order

Kory Reeves called the meeting to order at 10:00 AM on March 22, 2017.

Roll Call and Introduction of Guests

Roll call was conducted from the member roster. A total of 21 member agencies were present, therefore there is a quorum.

Guests –

David King - USCG

Byron Jones – DHS

Marjorie Young – Carriage Trade PR – Crisis Communication Plan presentation

Minutes Review

January meeting minutes were reviewed by Kory Reeves. No comments were made. Motion made to accept minutes. Motion was seconded. Minutes were approved.

Treasurer’s Report

The treasurer’s report for the January meeting was reviewed by the LEPC:

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Motion made to accept treasurer’s reports. Motion was seconded. Treasurer’s report was approved.

Approval from GEMA on submittals for grant money received – money needs to be spent by June. Invoice for \$3,100 for Spill Control Course attended by 2 Savannah Fire personnel presented for vote. Motion made to pay invoice. Motion was seconded. Payment of invoice was approved.



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Rob Gordon requested FEMA training on requirements for hurricane planning that would assist in applying for FEMA aid subsequent to emergencies.

Membership Comments

- Bob Vazzi – OSHA/AIHA/ASSE/NIOSH sponsoring a campaign to promote safety within organizations. Handout provided with resources – Safe and Sound Week June 12-18.
- Glenda Anderson – Georgia Historical Records Advisory Council (GHRAC) – The Georgia Archives will offer the first of two, 8-hour **FEMA IPER** courses in May 2017 in the format of four two-hour webinars over the course of 2 weeks. The dates will be Monday 5/8, Thursday, 5/11, Monday 5/15, and Thursday 5/18. This **Essential Records** course will cover topics such as identifying essential records, risk and hazards that threaten records, and mitigation strategies to lessen those risks and hazards. The course will include take-home activities for which participants will apply the material covered in the course to their own agency's records. More information about the specific times of the webinars, as well as instructions for registering and logging-in to the sessions will be forthcoming later this spring. For more information, contact Christine Garrett, christine.garrett@usg.edu or Kim Norman, kim.norman@usg.edu. In the fall of 2017, the Georgia Archives plans to offer the second FEMA IPER course, **Records Emergency Planning and Response** (REPR), probably in the same format. The IPER (Intergovernmental Preparedness for Essential Records) courses were initiated by FEMA following 9/11 and Hurricane Katrina, when many businesses suffered extensive losses or did not survive, in part because they lost all of the vital records essential to maintaining their operations.

Old Business

- None

Sub-Committee Reports

- Training and Exercise – Gregg Close – Not present.
- Steering/By-Laws Committee – Tom Dolan – Not present.
- Support and Development – Greg Rouse – No comment.
- Grants and Finance – Randall Matthews – Not present.

Chairman – Kory Reeves, EMD Performance Materials Corp.

Vice Chairman – Pete Liakakis, Owner, United Detective Agency

Treasurer – Dennis Jones, CEMA

Secretary – Denise McCoy, O'Brien & Gere

Staff Resource – Randall Matthews, EM Specialist, Chatham EMA

Chatham County LEPC

c/o Chatham EMA

Bull Street, Suite 140

Savannah, GA 31401



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- Emergency Response – James Vickers– Not present.
- Outreach – Steve Thompson – Still working on engaging media with LEPC.

New Business

- LEPC Election Committee – looking for volunteers – need to vote on new Executive Committee at next meeting.
- 2017 Meeting Schedule
- New Member Applications
 - Savannah Brush and Chemical Co - Motion made to approve Savannah Brush and Chemical Co for membership. Motion was seconded. Membership was approved.

Agency Spotlight

- Deferred to May meeting

Closing

- Meeting schedule – the May 17th, 2017 LEPC meeting will be at the Savannah Civic Center Ballroom.
- Discussed having TSA attend next meeting to discuss issue with laptops and tablets not being allowed on certain flights.
- Meeting adjourned at 10:57 am.

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