



**LEPC MEETING AGENDA**  
**November 19, 2014 – 10:00 AM**  
**Oatland Island**



- I. **Call to Order and Welcome**..... Hugh Futrell
- II. **Roll Call & Introduction of Guest** ..... Denise McCoy
- III. **Minutes Review**..... Denise McCoy
  - **Minutes Attached**
- IV. **Treasurer’s Report** ..... Dennis Jones
  - **Treasurer’s Report**
    - Previous Account Balance \$20,261.78
    - Interest Accrued \$0.70
    - Disbursements (Grant Discussion Mtg Lunch) - \$48.00
    - Current Account Balance \$20,214.48
- V. **General Membership Comments**..... Hugh Futrell
- VI. **Sub-Committee Reports:**
  - Steering Committee..... Steve Thompson
  - Support and Development ..... Kory Reeves
  - Outreach..... Denise McCoy
  - Grants and Finance..... Dennis Jones
  - Training and Exercise..... Dave Hall
  - Emergency Response..... James Vickers
- VII. **Old Business**
  - Upcoming Elections ..... Hugh Futrell
- VIII. **New Business**
  - Membership Requests
    - ❖ Johnson Matthey Process Technologies, Inc. .... Hugh Futrell
    - ❖ The Landings Association ..... Hugh Futrell
  - 2015 Meeting Schedule ..... Denise McCoy
  - Agency Spotlight..... Denise McCoy
- IX. **Closing:** .....Next Meeting, January 21st, 10 am  
 Skidaway Island State Park – Group Shelter

**Chairman** – Hugh Futrell, Assistant Chief, Southside Fire/EMS/Security  
**Vice Chairman** – Pete Liakakis, Owner, United Detective Agency  
**Treasurer** – Dennis Jones, CEMA124  
**Secretary** – Denise McCoy, O’Brien & Gere  
**Staff Resource** – Randall Mathews, EM Specialist, Chatham EMA

Chatham County LEPC  
 c/o Chatham EMA  
 Bull Street, Suite 140  
 Savannah, GA 31401



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**Call to Order**

Hugh Futrell called the meeting to order at 9:59AM on November 19, 2014.

**Roll Call and Introduction of Guests**

Roll call was conducted by calling out from the member roster. A total of 28 member agencies were present. Two guests were present – Tim Cook from the Landings Association and Mary Lynn Seremet from Johnson Matthey.

**Minutes Review**

Dennis Jones reported that for the May, July, and September, meetings, the treasurer’s report was skewed. There is no issue with the account – a recent audit proved that everything was in order. However, CEMA switched to a new accounting system in July and the account was not being properly reconciled. The interest with the CD balance was off and some of the disbursements were counted twice.

The minutes from the previous meeting, September 17, 2014, were accepted by the membership.

**Treasurer’s Report**

The treasurer’s report was read and accepted as read:

|   |                 |
|---|-----------------|
| • Previous Account Balance                          | \$20,261.78     |
| • Interest Accrued                                  | \$0.70          |
| • <u>Disbursements (Grant Discussion Mtg Lunch)</u> | <u>-\$48.00</u> |
| • Current Account Balance                           | \$20,214.48     |

**Membership Comments**

- Richard Lambeth, Coastal EMS – in response to Ebola, the state is creating infections disease transport unit. The training will be done at Southside tomorrow.
- Adam Mosley, USCG – tabletop exercises are planned.
- Michelle Nooney, BASF - Eastside community advisory panel continues to meet quarterly. The next meeting is December 9<sup>th</sup>. If anyone wants to participate, contact Michelle.
- Michelle Cortes, EPD – New employees are being trained. EPA Region IV just met in Oct. - subcommittee has been formed based on West Texas disaster – includes representatives of EPA, EPD, OSHA, GEMA who will be conducting conference calls once per month. Information will be maintained on the OSHA website <https://www.osha.gov/chemicalexecutiveorder/>. Goal is to get information for all of the facilities at risk down to the LEPC level. Hoping e-plan will come back so \$25/month fee won’t be required. Want to have a database maintained for all facilities across the U.S. for chemicals of concern. Developing SOPs based on those developed by EPA Region 2.
- Kory Reeves, EMD Chemical – Looking for information on click to enter emergency gate entry system – required County ordinance (for gated communities) and he would like to find one. Other members indicated they could provide this information. Hugh Futrell recommended that he coordinate with the Port Wentworth Fire Dept.
- Debra Jackson – Harambee House – starting worker training program for green jobs – construction, lead/ACM/mold abatement. Free training, now accepting applications.
- James Vickers, City of Savannah – City will be ISO Class I Fire Dept as of December 1. Also undergoing accreditation. Updating MOUs – all agencies will be receiving a call from him in the next couple of weeks.
- Bob Staples, St Joes/Candler – training staff on Ebola PPE and area containment. Conducting tabletop exercise tomorrow. Would like to discuss patient receiving with EMS.

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| <b>Vice Chairman</b> – Pete Liakakis, Owner, United Detective Agency         | c/o Chatham EMA        |
| <b>Treasurer</b> – Dennis Jones, CEMA124                                     | Bull Street, Suite 140 |
| <b>Secretary</b> – Denise McCoy, O’Brien & Gere                              | Savannah, GA 31401     |
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- Glenda Anderson – Hancock County let a contract for reconstruction of the courthouse that burned – did not contain a provision for records recovery. GA Archives website has FEMA courses on how to do recovery of historical assets – this is still not functioning. Information is available for other states, Glenda is working on obtaining this information for distribution. She and Holly visited a church on Skidaway and heard a speaker - architect doing restoration of major church in Washington D.C. Would be good to coordinate with if renovations are needed on our local historic cathedral.
- Tim Genest, Southside Fire/EMS – preparing for Ebola.
- Dennis Jones, CEMA – Randall Matthews has been hired to replace Anson Calmes. Tier II reports are due March 1. Annual LEPC conference December 2 & 3. If anyone is interested in attending, let Dennis know. Focus of CEMA in 2015 is training and exercise. Putting together information on what they will offer to the community. They will distribute this information in December. Also will be doing community-wide exercises. Some have been requested by the community, some are required.
- Pete Liakakis, CEMA – As mentioned at the last meeting, the FBI is very concerned about industrial chemicals and hazardous materials. Training classes for chemicals and WMD are being provided. Written information is in progress and he hopes to be able to make it available at the next LEPC meeting. FBI Chemical Industry and Homeland Security Awareness Training to be conducted in Spring 2015.

### Sub-Committee Reports

- Steering Committee – Steve Thompson – will be speaking at December LEPC meeting in Athens. Steve wants to encourage growth of LEPCs in other communities. We may assist other counties in starting LEPCs.
- Support and Development – Kory Reeves – Development of other county LEPCs is something this committee can support. Also, note that if you have an older version of Internet Explorer, the website may not work.
- Outreach – Denise McCoy - nothing to report. Looking for volunteers to head this committee.
- Grants and Finance – Dennis Jones – written information distributed and attached to the minutes. Initial projects submitted to GEMA – this list reflects a collaborative modification of these projects. Need to decide who will be attending Homeland Security Exercise and Evaluation training ASAP. We do not meet until January and it will be too late to register so interested persons need to sign up now. The subcommittees need to work on identifying other types of training that the membership/community is interested in so we can be prepared for the next round of grant funding. Date for spring FBI training has not been confirmed – we are waiting on the FBI to get their schedule. Steve made a motion that for the approved grant \$ - we pay out of our budget and the state reimburses. Discussion: Dennis – what if the budget is \$1,824, but the cost is \$2,000 – will the LEPC cover this? Steve – we may need to have discussion in the event this happens – what is we approved a total of \$8,000 to be paid by LEPC understanding that only \$6,756 will be reimbursed. Agreed by others – anything up to \$8,000 will be approved. If it goes over \$8,000, it will have to be approved separately by the membership. This motion was passed. Lastly – emergency response committee needs to come up with 2 members to attend the IAFC Conference as well.
- Training and Exercise – Dave Hall not present. The LEPC needs someone to step up and chair this committee as Dave is busy with his business.
- Emergency Response – James Vickers – Need to set up quarterly meetings so everyone can know what is going on. He will be reaching out and contacting committee members.

### Old Business

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- LEPC election – Kory Reeves and Michael Blakely handled the nominations. There are a couple but they would like to get more volunteers. Elections will be held in January. Kory is willing to run for chair. Pete has agreed to continue as vice-chair. Denise to continue as secretary unless someone else volunteers to step in.

### New Business

- Membership Request – Johnson Matthey. Gregg Close recommended against accepting this application. Mr. Close alleged there have been several releases from this organization onto other businesses in the area without notifications, alarms, or other systems that would alert these other businesses; and that their culture does not mesh with the LEPC's goal to protect and serve our community. Greg made the statement that EDA was released at the facility in 2013 and JM asserted that a reportable release did not occur. EPD does not have any releases on file for the facility address back to 2004. Additional discussion regarding purpose of LEPC and whether or not there is value to excluding those that wish to participate. The application was seconded, membership passed. One opposition vote was recorded.
- Membership Request - The Landings Association. Membership approved.
- No agency spotlight this meeting – looking for volunteers for 2015 meetings.

### Closing

Chairman Futrell thanked the organization for their support. He has been a member since 1994 and has enjoyed it. Chairman Futrell adjourned the meeting at 11:12 am. The next meeting is January 21<sup>st</sup> at 10:00 AM, at Skidaway State Park.

Meeting Minutes Produced by Denise McCoy, LEPC Secretary

Respectfully Submitted,  
Denise McCoy, O'Brien & Gere, LEPC Secretary

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