



Lake County
Emergency Planning Committee
1303 N. Milwaukee Avenue
Libertyville, Illinois 60048
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www.LCLEPC.org
LEPC Meeting
Wednesday, February 1, 2017

Attendees:

Dale Smrz-Vice Chair
Michael Jackson-LEPC Secretary
Dick Johnson-LEPC Treasurer
Kent McKenzie-LCEMA
John Cimino-Pfizer-On Phone
Chief James Arie-On Phone
James Herring-LCEMA Volunteer
Rich Rapacki-Aries Consulting
Don Portzen-Round Lake Beach
Scott Robertson-Lake County Health Department
Don Wood-Vantage Specialties
Keith Humpres-HDIAC
Mike Dacey-LCEMA

The meeting was called to order at 9:02 a.m. By Vice Chair Dale Smrz.

Oath of LEPC Elected Officers was administered by EM Coordinator Mike Dacey.

Approval of Last Meeting Minutes

Last meeting minutes January 4, 2017. Motioned by Kent McKenzie and seconded by James Herring to approve with any necessary corrections. Motion carried.

Chairperson's Report: Dale Smrz nothing to report.

Vice Chairperson's Report: Scott Robertson advised that he would like for us to have a fruitful year, and that we all take an active role, and he looks forward to working with everyone.

Coordinator's Report: Coordinator Dacey advised that there will be a Planning class on 02/10/2017 in Antioch. Coordinator Dacey stated that there are still some spaces open for the class. Kent informed us that we had a couple of underground leaking tanks reports and an air quality report from a local resident.

Treasurer's Report: Verbal and written Reports were provided by Dick Johnson. Account balance January 31, 2017 is \$12,765.25. Motion by Joe Wieser, seconded by Rich Rapacki to accept the report. Motion carried.

Committee Reports:

Audit Committee Report: Scott Robertson read the official written report and any findings and corrections to the full committee, and the membership will be getting a copy. Motion by Scott Robertson seconded by James Herring to accept the report. Motion carried.

Public Relations/Education Report.

Kent McKenzie is the new Chairman of the Public Relations/Education Committee. He stated that he would make contact with those members that expressed an interest on being on the 2017 LEPC Summit Committee. Kent advised that he would like to meet in March. Volunteers for the seminar committee; Rich Rapacki, Jr. Bonnot, Jim Herring, John Cimino, Dale Smrz, Don Portzen, Steve Jacobson, Yvette Alexander. We would like to have the committee members to start thinking about speakers.

Chairperson Smrz advised that he sent emails to the FBI and Chemical Safety Board to present at the 2017 LEPC Summit. It appears that they may participate.

It was mentioned that those members who haven't completed the Open Meeting Act training, so do so and get their certificate to Secretary Jackson. It was advised that all LEPC members should have the OMA Training on file. Secretary will re-send the link.

Secretary Jackson advised that he would work on getting someone from the Lake County State's Attorney's Office to present the Ethnic Training.

HMEP Grant:

Secretary Jackson advised that we have \$5000.00 of the grant award for a Training Exercise. Scott Robertson stated that he would be meeting with the SRT Point of Contact Deputy Chief Kevin Cronin-Lake Forest Fire Department. We are currently working on a GATA survey for financial report.

Website Committee: Nothing to report.

Unfinished Business:

Scott Robertson presented the LEPC Electronic Attendance Policy to the membership. Motion by Scott Robertson seconded by Dick Johnson to accept the policy. Motion carried.

Scott than presented the LEPC Procurement Policy to the membership. Motion by Scott Robertson seconded by Dick Johnson. Motion carried. Both policies have been signed and placed in our procedures and policy binder.

Thanks to Scott for all his work on these two projects.

Scott Robertson spoke on the matter of updating the Response Plan, and that maybe we may want to hire a firm to complete this project. This is still an ongoing project. Scott has received a sample RFP from Coordinator Dacey.

Commodity Flow Study is still an ongoing project for this committee.

Question was asked if we received any information from the Gurnee Propane Incident. Chief Arie advised that he would check with Gurnee Chief Friedl.

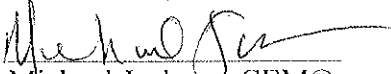
New Business: It was mentioned that we will need to do our Audit in 2018.

Adjournment:

Motioned by Keith Humpres seconded by Joe Wieser adjourn the meeting. Motion carried.

Meeting was adjourned at 9:54am. The next meeting will be held on Wednesday March 1, 2017 at 9:00a.m.

Submitted by,



Michael Jackson, CEM®

LEPC Secretary

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