

Whitley County,  
Kentucky



## Whitley County LEPC Meeting Minutes

<b>LEPC Chairman</b>	Danny Moses	<b>Date:</b> July 22, 2014
<b>LEPC Secretary</b>	Brittany Gray	<b>Meeting Time:</b> 10:30 AM

### Meeting Called to Order

Amber Owens called meeting to order at 10:35 AM.

### Minutes of Last Meeting

Minutes from April 22, 2014 were reviewed.

Motion by Teresa Cobb, 2<sup>nd</sup> by Bryan Angel. Minutes accepted and approved as read.

### Treasurer's Report

-Treasurer Jeff Gray went over the LEPC budget. The current balance is \$1,779.51. He advised the purchase of the new high speed scanner that was voted on through email by members had been purchased.

### Old Business

-Discussion of the attendance policy tabled from last meeting began. Suggestions were given on how to amend/word the current by-laws to make the policy more efficient. Pat White Jr. made the suggestion of the members only being able to be removed by the board and affirmative action being needed, instead of just an automatic removal due to attendance.

-He also suggested that a quorum be determined. The committee was asked to think of what percentage of members would constitute a legal meeting in order to be held. Examples of a quorum that could be considered for adoption were a quarter of members being present at a meeting, and a third of members being present.

-Teresa Cobb advised that 30 days were required for the changes to be reviewed.

-The committee decided to have a proposal of the by-law changes for the attendance policy, the affirmative action suggestion, as well as the quorum information be emailed to the members. They would review, and it would be presented at the next meeting. Upon the next meeting, it may/may not be approved and voted on.

### New Business

-10:43 AM Danny Moses passed out a handout of booklet information that could be purchased for distribution to the residence of the county. He discussed ideas of making books specific to certain areas showing evacuation routes and other emergency information the county residence should be advised of. He suggested if purchased the information be distributed through bulk mailing.

-Brittany Gray advised she had ordered some complimentary sample books of this type and they would be shown at the next meeting for input from the members.

-She also presented a List of Requirements of an LEPC to be reviewed. It provided information on how an LEPC should function and what and LEPC can do to prepare for situations that may occur.

-Mike Colegrove suggested getting county and city school involvement within the LEPC. He advised they are great for space, food, and transportation if an incident occurs. Coy Prichard agreed and suggested having a representative from the school systems to attend the meetings.

-10:53 AM Teresa Cobb advised she wanted to get list of shelters from Coy Prichard and compare hers to his. She wants to make sure shelters are up to date. They would provide LEPC a list as well.

-Coy Prichard advised that facilities used as Red Cross Shelters must be surveyed and agreements must be signed in order to be covered by insurance. These agreements are renewed yearly because facilities tend to change from participants to non-participants.

-He also discussed National Response Framework. It was a handout of useful information on roles and responsibilities of communities, non-governmental organization, local governments, and other departments on what they could do to work together in emergency situations.

-He advised he teaches classes 2 of which being Disaster Services Orientation, and Shelter Fundamentals. They are 3-4 hour classes.

-11:11 AM Rebecca Patton advised that a class for responders for incidents that have animals involved would be coming up. It would be taught by trained veterinarians who are familiar with disaster and recovery situations and how animals behave. It would teach how first responders can interact with them to prevent further harm to the responders and the animals on a scene.

-Thomas Smith brought up a concern about heating issues during the winter. Locals call in to 9-1-1 requesting a kerosene or space heater be brought to them. Some refuse to leave their residence instead of going to a shelter. Pat White Jr, suggested public service announcements advising to prepare for cold weather and getting the supplies the public may need be issued.

#### **Next Meeting Date**

Tuesday October 28, 2014 at 10:30 AM Emergency Management Office.

#### **Meeting Adjourned**

11:20 AM motion by Greg Hoskins to adjourn, 2<sup>nd</sup> by Danny Moses All in favor, meeting adjourned.

#### **Those In Attendance**

**Danny Moses**—EM Director (Chairman)  
**Jeff Gray**—Treasurer  
**Teresa Cobb**—Baptist Health  
**Amber Owens**—Project Dir. (Vice Chairman)  
**Brittany Gray**—Whitley Co. E-911 (Secretary)  
**Pat White, Jr.**—Whitley Co. Judge Executive  
**Mike Colegrove**—University of the Cumb.  
**Randy Miller**—Firestone Industries  
**Coy Prichard**—American Red Cross

**Bryan Angel**—Health Department  
**Greg Hoskins**

#### **Guests**

**Joyce Parker**—Firestone Industries  
**Leanell Foley**—Whitley Co. Fiscal Court  
**Thomas Smith**  
**Rebecca Patton**  
**Michael Sharpe**