

Spartanburg County Local Emergency Planning Committee

c/o Spartanburg County Office of Emergency Management
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Doug Bryson
Coordinator, Office of Emergency Management
LEPC Chairperson

Robbie Swofford
Senior Research Analyst
LEPC Coordinator

**** Minutes****

September 9, 2013

The Spartanburg County Local Emergency Planning Committee convened at 10:00 am on Monday, September 9, 2013 in the Conference Room at the SRHS Cafeteria

Those present were: see attached sign-in sheets (.pdf document)

The following agenda items were addressed:

OPENING, CALL TO ORDER – Doug Bryson

Mr. Doug Bryson, LEPC Chairperson, called the meeting to order at 10:00am.

WELCOME NEW MEMBERS AND GUEST – Doug Bryson

Mr. Bryson welcomed members and guests.

REPORT ON RECENT ACTIVITIES

Mr. Bryson opened the floor for any updates on recent activities.

Hazard Vulnerability/Risk Analysis - Michael Thomas - The LEPC Hazard Vulnerability/Risk Analysis Committee plans to conduct 1 HVA for this year but are still looking for a volunteer.

Health - Jeff Straub – Jeff elaborated on DHEC restructuring and some grant funds that our DHEC region has received. As things continue to evolve, Jeff will keep the LEPC informed.

Resource - Emergency Management - Robbie Swofford referenced the new Cameo/Marplot interfaces, the hope that EPlan will remain, provided an HMEP grant update, and noted several missing person activation that the Spartanburg County CERT program were asked to assist with.

Transportation - Vacant: The LEPC is seeking a new Transportation coordinator

HazMat Cobra Update: Tony elaborated on the training provided by recent HMEP funding and noted the success that the HazMat team had during the TD Bank response. He referenced a piece of equipment they had on load from a company and how that equipment aided HazMat with the TD Bank response. That equipment is no longer in the County's possession as they were just loaning it out for demo purposes. If the County HazMat team wish to purchase this equipment, it would cost around \$100,000. Tony noted that once the LEPC establishes their account with the Spartanburg County foundation, they might seek some funding there.

SPARTANBURG COUNTY FOUNDATION – JOHN DARGAN, PRESIDENT/CEO

Mr. Dargan began his presentation with giving a brief background on the Spartanburg County Foundation and how they look forward to serving as the fiscal agent for the Spartanburg County LEPC. He noted that the LEPC fund would be an endowed fund, requiring \$5,000 minimum and \$25,000 to reach an integrity level. Once \$25,000 is met, funds can be dispersed from this fund to agencies/departments seeking funding. However, a \$5,000 balance must always remain. Currently this fund will be vested in the market but the LEPC can choose to make this a money market fund, with very minimal gain but never a loss. The type of fund this will be is something the LEPC will decide upon at a future date. In addition, the LEPC will decide upon the Award Committee size at a later date as well. It currently stands at 3 but may increase to 5. This committee is our direct link to the Spartanburg County Foundation and is critical to what types of projects are funded by the LEPC. If \$25,000 cannot be met, this level can be lowered. On an annual basis, the Spartanburg County Foundation charges a 1% administrative fee. All fees are settled up on 7/31. If the LEPC ever chose to end this fund, funds can be withdrawn minus \$1000 that stays with the Foundation. Look for more information regarding this in future emails/communications.

ACTION ITEMS

From this meeting, the LEPC created the following action items:

1. Hazard Vulnerability Risk Analysis – Find a place to audit
2. Create a By-laws committee – John Kellam has volunteered to me a member
3. LEPC assist Croft Petro Chemical Coalition with map creation

CLOSING REMARKS

Mr. Bryson thanked everyone for coming and encouraged everyone to attend the next LEPC meeting. The next LEPC meeting is scheduled for December 2, 2013. The meeting will be held in the Conference Room at the SRHS Cafeteria at 10:00am.

Respectfully Submitted,

Doug Bryson

Doug Bryson
LEPC Chairperson