

***Sagadahoc County***

***Local Emergency Planning Committee***

*752 High Street • Bath • Maine • 04530*

*(207) 443-8210*

*Chairperson, John Starbird*

**Quarterly Meeting Minutes**

**Thursday October 15th, 6:00pm-7:30pm**

Zoom

A quarterly meeting of the Sagadahoc County LEPC was held on October 15th at 6:00pm. The following were in attendance: LEPC members John Starbird (Chair), Sarah Bennett, Grainne Shaw, Chris Cummings, Stephen Kercel, and Mike Labbe and Phil Floyd.

The minutes from the June LEPC meeting were reviewed and accepted by LEPC membership.

**Secretary’s Report:**

Grainne received a much more in depth and detailed Emergency Response Plan for the Topsham Home Depot. There are two facilities in the State, neither in Sagadahoc County, that are not sending in Tier 2 reports. The SERC is going to be sending formal non-compliance letters to the facilities reminding them of the fines and legal repercussions that they could face if they do not submit.

**Treasurers Report:**

The Quarter 1 starting balance was $5,064.26 in operations and $4,213.70 in training.  During Q1 (between 7/1/20 and 9/30/20), no operational funds were spent leaving the operations balance as $5,064.26 and no training funds were spent leaving the training balance at $4,213.70. $3,000 in training funds have been allocated and approved for use by the LEPC and the SERC for the Topsham HazMat Ops Refresher on 10/20/20 for $1,500 and for Bath Hazmat Ops Refresher in December, also for $1,500. At this time, the actual available training balance is $1,213.70.

**EMA Report:**

SCEMA is balancing COVID-19 activities and normal EMA activities. Sarah and Grainne are alternating office days during the week. Grainne is participating in an Emergency Communications drill on October 24th to test radio, satellite phone and amateur radio capabilities. SCEMA also has a quantity of the white cloth masks if any facility is in need.

 **Plan Review:**

The LEPC reviewed the ERP for Consolidated Communications located at 766 High St., Bath. Those who were able to attend the meeting are going to be coming up with a list of questions they have for the facility in order to fill out the review checklist and submit questions to the facility.

**Updates and New Business:**

* Bath Fire and Topsham Fire both submitted training request’s which were both approved.
* SCEMA has been working on the Table Top we would like to conduct with Scott Rivard, we are coming up with a participant list and figuring out when we will be able to conduct this and where.
* We will be reviewing the re-submitted Home Depot Plan at our next meeting which will be sent out closer to that date.
* At our December meeting we will be picking our meeting dates for 2021.

The next meeting of the LEPC will be on December 10th at 6:00pm via Zoom

The meeting adjourned at 7:30 pm.