



# KENTUCKY EMERGENCY RESPONSE COMMISSION

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BIMONTHLY  
NEWSLETTER

ISSUE 12  
APRIL 2021

## Notes from 2021 KERC Meetings

### March 17, 2021 KERC meeting

- The KERC approved to waive the Vulnerable Zone (VZ) mapping requirement for the EHS Facility Emergency Response Plans for the 2021 KERC Fee Account Grant Cycle due to Tier II Manager system inoperability for the mapping component
- The KERC approved the Tier II distribution of \$210,135 to the KERC and \$210,135 to the LEPCs pending reconciliation
- KYEM commodity response to the February 2021 disasters
  - Ice storm: 31,560 gallons of water and 28,430 meals to three (3) counties and 200 cots to one (1) county
  - Flooding: 54,640 gallons of water and 31,000 meals to nine (9) counties
- 5,508 Tier II facility reports have been completed for a 97% compliance rate. Login to Tier II Program Manager to ensure your county's facilities have reported.

## Important Dates for LEPCs

- Eight (8) LEPC/EM Tier II Manager Planning Module refreshers are being conducted this month (April). Check the KYEM Training/Exercise webpage for training dates, times, and to register ([www.kyem.ky.gov/training](http://www.kyem.ky.gov/training))
- **June 1, 2021**, EHS Facility Response Plans due in Tier II Manager
- No later than June 30, fill out the LEPC Detailed Budget in the WebEOC LEPC Dashboard identifying how the funds requested on the LEPC Grant Application are to be spent
- See page 2 of this newsletter for specific details and other due dates for LEPCs



## Upcoming KERC Meeting Dates

**Wednesday, May 19, 2021 @ 10:00am**

Due to considerations for the COVID-19 pandemic, the KERC meeting will be held via video teleconference (VTC).

## 2021 KERC Meeting Dates

- July 21, 2021
- September 22, 2021
- November 17, 2021

## KERC Contacts:

Russell Cole  
KERC Program Manager  
502-607-1395  
[russell.cole11.nfg@mail.mil](mailto:russell.cole11.nfg@mail.mil)

Connie Estill  
LEPC Program Coordinator  
502-607-5732  
[connie.g.estill.nfg@mail.mil](mailto:connie.g.estill.nfg@mail.mil)

Tiffany Sizemore  
EHS Planner / Tier II Manager  
502-607-5770  
[tiffany.sizemore@ky-em.org](mailto:tiffany.sizemore@ky-em.org)



## 2021 LEPC Documentation Calendar:

### January

- Upload documentation of expenditures, bank statements, and update the LEPC Bank Ledger in the WebEOC LEPC Dashboard at least quarterly. Invoices and receipts should be uploaded with bank statements for the timeframe the money was spent. All bank statements should be uploaded individually. The final due date for submissions of documents from the final quarter of the preceding year shall be no later than January 31

**\*\*Note:** LEPCs must meet at least twice per year (once if no EHS in the planning district) and upload meeting minutes to the WebEOC LEPC Dashboard within thirty (30) days of the meeting, including video teleconference (VTC) meetings

### February

- No later than February 28, fill out the LEPC Grant Application in the WebEOC LEPC Dashboard. Print, sign, and upload the application

### March

- Facilities must submit by March 1: 1) Their annual Tier II Reports; AND 2) A Facility Annual Certification Letter (FACL)

**\*\*Note:** The FACL must state: 1) There are no changes to the EHS Plan; OR 2) The EHS Plan has been revised and the revisions are included with the FACL

### April

- No later than April 1, review the EHS Facility Emergency Response Plans and fill out an Annual Certification Letter (ACL) in the WebEOC LEPC Dashboard stating: 1) There were no changes; OR 2) The plan has been revised and revisions are included with the ACL

### May

- No later than May 31, the KERC will email the Eligible / Ineligible letter to LEPC

### June

- **June 1**, EHS Facility Response Plans due in Tier II Manager
- No later than June 30, fill out the LEPC Detailed Budget in the WebEOC LEPC Dashboard identifying how the funds requested on the LEPC Grant Application are to be spent

### June-July

- The KERC Fee Account Grant Fund Contract will be emailed to all eligible LEPCs. Print, sign in blue ink required pages, and mail the contract to the LEPC Program Coordinator

### July

- No later than July 30, the KERC will distribute KERC Fee Account Grant awards

### November

- No later than November 30, publish public information on committee activities entitled "Public (Legal) Notice Advertisement"
- No later than November 30, in the WebEOC LEPC Dashboard, update the LEPC Membership List and LEPC Membership Cover Page. Name, agency, email address, phone number, and LEPC role should be entered for all members
- No later than November 30, in the WebEOC LEPC Dashboard, upload the LEPC Bylaws, with certification stating: 1) There were no changes; OR 2) The LEPC Bylaws have been revised and the revisions are included. Bylaws or certification must be signed and dated by the Chair of the LEPC each year
- No later than November 30, in the WebEOC LEPC Dashboard, update the LEPC Personal Property Inventory for all items valued over \$500

### December

- No later than December 31, in the WebEOC LEPC Dashboard, upload a photocopy of the "Public (Legal) Notice Advertisement" published or "Affidavit of Publishing." The name and the date of the newspaper must be clearly shown