



KENTUCKY EMERGENCY RESPONSE COMMISSION

BIMONTHLY NEWSLETTER

ISSUE 18
JUNE 2022

Notes from the May 18, 2022 KERC Meeting

- At the November 9, 2021 KERC meeting, the KERC approved a Special Projects Grant Award of \$67,173.00 for eligible LEPCs
- The LEPC Special Projects application packet will be sent out to the Chairs of eligible LEPCs on July 1, 2022 and they will have sixty (60) days to submit an application for a special project. The deadline to submit the application packet is **August 30, 2022**
- Eighteen (18) facilities out of 5,621 active Tier II facilities have not initiated their 2021 Tier II Annual Report. Two (2) facilities have not completed their annual report. Nineteen (19) facilities have pending payments
- Ninety-nine (99) annual certification letters were submitted by April 1, 2022
- Out of 1,284 Extremely Hazardous Substance (EHS) plans in the Commonwealth
 - 103 plans have been initiated by the LEPCs
 - 65 plans have been reviewed by the LEPCs
 - 493 plans have been approved by the LEPCs
 - 30 plans have been sent back to the LEPCs for editing
 - 90 plans have been certified by the State EHS Planner and sent to the KERC Planning Committee
 - 30 plans have been approved by the Planning Committee

Important Dates for LEPCs

- 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 (allocation and April bank balance)
- See page 2 of this newsletter for specific details and other due dates for LEPCs



Upcoming KERC Meeting Date

Wednesday, July 20, 2022 @ 10:00am

Kentucky Association of Counties (KACo), 400 Englewood Drive, Frankfort, KY 40601 and VTC

2022 KERC Meeting Dates

- September 7 Governor's Emergency Management Workshop (GEMW) and VTC
- November 16 TBD and VTC

KERC Contacts:

Russell Cole

KERC Program Manager

502-607-1395

russell.cole11.nfg@army.mil

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Connie Estill

LEPC Program Coordinator

502-607-5732

connie.g.estill.nfg@army.mil

Tiffany Sizemore

Tier II Manager / EHS Planner

502-607-5770

tiffany.sizemore@ky-em.org



2022 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 (allocation and April bank balance)

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

- July 1, LEPC Special Projects Application packet will be emailed to the Chairs of eligible LEPCs
- No later than July 30, the KERC will distribute KERC Fee Account Grant awards

August

- No later than August 30, submit the LEPC Special Projects Application packet

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