



KENTUCKY EMERGENCY RESPONSE COMMISSION

BIMONTHLY
NEWSLETTER

ISSUE 26
OCTOBER 2023

Notes from the September 6, 2023 KERC Meeting

- For the 2022 Tier II reporting year
 - There are 5,722 active Tier II facilities in the Commonwealth
 - 41 facilities have not initiated or completed their 2022 annual report
 - Annual compliance of 99%
- There are 1,324 EHS plans in the Commonwealth
 - 54 plans have been initiated by the LEPC
 - 67 plans have been reviewed by the LEPC
 - 26 plans have been approved by the LEPC
 - 198 plans have been sent back to the LEPC
 - 1 plan has been certified by the State EHS Planner
 - 32 plans have been approved by the KERC Planning Committee and ratified by the KERC since the September 6, 2023 KERC meeting
 - McCreary County LEPC and Pulaski County LEPC were approved to form a Regional Emergency Planning Committee

Important Dates for LEPCs

- 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
- 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

Hazconnect® Weblink (Tier II Reporting)

- **NOTE:** the Tier II Manager name has been officially changed to Hazconnect
- <https://kentucky.hazconnect.com/Account/Login.aspx>



Next KERC Meeting

Wednesday, November 15, 2023 @ 10:00am

Kenton County Emergency Management, 1840 Simon Kenton Way, Suite 2400, Covington, Kentucky and VTC

2024 KERC Meeting Dates - TBD

KERC Contacts:

Russell Cole
KERC Program Manager
502-607-1395
russell.cole11.nfg@army.mil

Connie Estill
LEPC Program Coordinator
502-607-5732
connie.g.estill.nfg@army.mil

Tiffany Sizemore
Tier II Manager / EHS Planner
502-607-1682 or 502-229-1545
tiffany.sizemore@ky-em.org

KENTUCKY EMERGENCY RESPONSE COMMISSION



2023 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, LEPCs are to 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 the required pages, and email or mail the contract to the LEPC Program Coordinator

July

- No later than July 30, the KERC will distribute the 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