



# KENTUCKY EMERGENCY RESPONSE COMMISSION

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BIMONTHLY  
NEWSLETTER

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## Notes from the July 17, 2024 KERC Meeting

- Tier II reporting
  - There are 5,719 active Tier II facilities in the Commonwealth
  - 63 facilities have not initiated reports
  - 9 facilities have pending payments
- There are 1,345 EHS plans in the Commonwealth
  - 39 plans have been initiated by the LEPC
  - 90 plans have been reviewed by the LEPC
  - 319 plans have been approved by the LEPC
  - 104 plans have been sent back to the LEPC
  - 0 plan has been certified by the State EHS Planner
  - 426 plans have been approved by the KERC Planning Committee and ratified by the KERC since the March 20, 2024 KERC meeting
- Policy 003-2024 LEPC/REPC 501(c)(3) Status. The KERC voted unanimously to enact the policy. This policy states that an LEPC/REPC may not incorporate as a 501(c)(3) corporation..



## Next KERC Meeting

**Wednesday, September 4, 2024 @ 10:00am**  
GEMW/KESC, 830 Phillips Lane, Louisville, KY 40209, VTC

## 2024 KERC Meeting Dates

November 20—KDPH Warehouse, VTC

## KERC Contacts:

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## KENTUCKY EMERGENCY RESPONSE COMMISSION

### 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

\*\*Note: LEPCs/REPCs 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

### 2024 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: Their annual Tier II Reports

#### 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 KERK will email the Eligible / Ineligible letter to LEPC

#### June

- June 1, EHS Facility Response Plans due in Hazconnect
- 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 KERK 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"
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### 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.