



# WV State Emergency Response Commission (WVSERC)

Meeting Minutes		
August 22, 2019		
<b>Call to Order</b>	12:25 pm	Canaan Valley Resort and Conference Center Davis, WV
<b>Adjourned</b>	1:55 pm	
<b>Meeting Called By</b>	Mr. Robert Sharp, Vice Chairman	

<b>Attendees</b>			(X – Present; Blank – Absent; C – Present via Conference Call)
<b>SERC Commission Members</b>			
Michael Todorovich, Chair	C	WV Division of Homeland Security and Emergency Management	
Robert Sharp, Vice Chair	X	WV State Fire Marshal	
Alan Abbott	C	WV Public Service Commission	
Jesse Adkins	X	WV Department of Environmental Protection	
Gregory Bailey		WV Division of Highways	
Stewart Harper	X	WV State Police Special Operations/Executive Officer	
Walter Ivey		WV Department of Health and Human Resources	
Rusty Joins	X	WV Department of Environmental Protection	
Bernard Marshall	X	Chemical Company Representative/Braskem America	
Roy McCallister	X	WV Department of Agriculture	
Rob Miller	C	Municipal or Volunteer Fire Department Representative	
<b>Other Attendees</b>			
David Hoge	X	WVDHSEM Deputy Director of Preparedness Grants	
Shawn Dunbrack	X	WVDHSEM Area Liaison	
Lisa Paxton	X	SERC Financial Coordinator	
Doug Cummings	X	WVDHSEM	
Matt Blackwood	X	WVDHSEM	
Cindy Murphy	X	Clarksburg RRT	
Theresa White	X	WVDHSEM	
Tom Hart	X	Marshall County LEPC	
Sandy Green	X	WVDHSEM	
Bruce Minor	X	Pendleton County LEPC	
Ed Caplinger	X	Pendleton County LEPC	
Stephen Allen	X	Jefferson County LEPC	
Brad Hartley	X	WVDHSEM	

**Motion to Approve the Minutes from the last meeting**

**Motion Robert Sharp**

**Second Roy McCallister**

**Passed Unanimously**

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**SERC Financial Report**

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As of August 22, 2019, the balance in the SERC (Tier II) fund is \$125,696.16 and the balance in the HMEP fund is \$273,764.27.

# WV State Emergency Response Commission (WVSERC)

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## Tier II Manager System Report

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### Tier 2 Manager Update

- Doug Cummings

### Website update – dhsem.wv.gov & HSIN

- Doug Cummings
- Shawn Dunbrack

### 2019 SERC Conference

- Proposed SERC Commission Meeting to be moved on the Agenda
- Lisa Paxton
  - 125 Attended
  - Team Building and Games were very well received

### 2020 SERC Conference

- Possible time of the year change for the conference
- Alternating venues yearly

### Annual Report

- Work in Progress

### LEPC Mergers

- Calhoun and Roane have been Approved (Roane was not aware)
- Monroe
- Summers

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## WV SERC - Local Emergency Planning Committees (LEPC) grants funded with Tier II Fees Report

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### Special Session Required

- Will schedule in the next few weeks

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## Hazardous Material Emergency Preparedness (HMEP) Grant Report

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### Lisa Paxton attended HMEP Conference Washington, DC

- \$60M in Grant Funds available
- HMEP Guidance after Labor Day
- Increasing Grant Awards from \$5,000 or \$6,000 to more
- More than just LEPCs can be eligible for Grant Awards

**Motion to Approve Rusty Joins**

**Second Bernie Marshall**

**Motion Passed Unanimously**

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## Increase in Grant Awards and Who Can Apply

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There is no guidance dictating who can apply.

What guidance dictates the items that are allowable?

Can an LEPC have Match to help with Grant Awards

**Motion to Approve Rusty Joins**

**Second Bernie Marshall**

**Motion Passed Unanimously**

# WV State Emergency Response Commission (WVSERC)

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## New Business

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### Adjustment to TIER 2 Fee Structure

- \$25 Reporting fee max of \$2,500
- \$50 per EHS
- 20% Late Fee after March 31<sup>st</sup>

**Motion to Approve Roy McCallister    Second Bernie Marshall                      Motion Passed Unanimously**

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## Other Business

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1. Public Requests for Information collected under EPCRA
    - What requires FOIA?
  2. Emergency Response Plans Review
  3. Appointing LEPCs
  4. LEPC Activities – Annual Reports, LEPC/SERC Grant Projects
  5. American Water Infrastructure Act
    - SERC Notifying Drinking Water Agency
    - Coordinate with other state’s SERCs
  6. DEP sharing data with SERC
  7. Bayer response
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## SERC Coordinator Report

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1. LEPC Database
    - Good POC for LEPC
    - Correcting Accounts for LEPC on Tier 2 Manager
  2. Exploring capabilities of the Tier 2 Reporting System
    - Notifications of completed Reports in Tier 2 Manager
  3. IEI Parkersburg – working with EPCRA Investigation
  4. 2018 Carbide Spill – Certified Statement
    - EPCRA Inspection May 23, 2019 – David and Lisa attended
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## Next Meetings

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			Special Meeting
November 19	WVDEP Headquarters	601 57th Street Charleston, WV	

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## Adjourn

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**Motion to adjourn Bernie Marshall    Second Rusty Joins                      Passed unanimously**

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## Mission

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**THE MISSION** of the West Virginia State Emergency Response Commission (WVSERC) and Local Emergency Planning Committees (LEPCs) is to implement the Emergency Planning and Community Right to Know Act (EPCRA) and to mitigate effects of a release or spill of natural or man-made hazardous materials through developing response plans, including preparedness, notification and warning, and public protective measures.