



March 6, 2003

OK Department of Civil Emergency Management
Attn: Dale Magnin
P.O. Box 53365
Oklahoma City, OK 73152

RE: Semi-annual Report for Oklahoma County LEPC

Dear Dale,

The following report details the activities of the Oklahoma County LEPC.

Task 1

Meet the minimum requires for representation (Oklahoma Statute 27A Section 4-2-103).

Result

The Oklahoma County LEPC membership continues to meet the requirements of State Statute 27A Section 4-2-103. Current membership names, addresses and organizations were sent with the initial report. This list is available again if required.

Task 2

Have an elected Chairman

Result

Oklahoma County LEPC continues to have an elected Chair. Elections were held on January 10, 2003 and Clint Greenwood was re-elected as Chair.

Task 3

Develop or review and update bylaws annually.

Result

The 2002 revision of the by-laws has been completed. The by-laws have been updated and posted on the Oklahoma County LEPC website – www.okcountylepc.org.

www.okcountylepc.org

Oklahoma County LEPC Mission Statement

To enhance the protection of the community and environment from hazardous material incidents through planning, preparation and communication between citizens, business and government.

Task 4

Maintain a designated 24-hour spill reporting number in the county and a point of contact name and address.

Result

The Oklahoma County LEPC continues to maintain the 24-hour spill reporting number and point of contact name and address through the Oklahoma County Sheriff's Department. The Oklahoma County LEPC website, www.okcountylepc.org routes all 24-hour spill notifications to the e-mail of the Chairman, Vice-Chairman and Secretary. In addition, the Oklahoma City Fire Department makes a pager notification to the OK County Chairman for all releases within Oklahoma City.

Task 5

Participate in a HAZMAT exercise annually.

Result

Members participated in a table top exercise with the Oklahoma City Fire Department during the 2002 Annual Chief's Retreat. As additional HAZMAT exercises are planned, ODCEM and DEQ observers will be invited.

Task 6

Review and update LEPC Emergency Response Plan annually.

Result

The Oklahoma County LEPC Emergency Plan has been reviewed by an OK County LEPC subcommittee. No updates were necessary. The OK County Emergency Director keeps this plan.

Task 7

Conduct regular LEPC meetings and provide public notification of meetings.

Result

The Oklahoma County LEPC continues to have monthly meetings on the second Wednesday of each month for a minimum of 10 meetings per year. Agendas and minutes for the meetings are posted on the LEPC website www.okcountylepc.org.

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Task 8

Maintain a system to receive Tier II reports, respond to public requests for information, annual publish a newspaper notice of the plan, MSDS's and that inventory of forms have been submitted.

Result

The Oklahoma County LEPC continues to receive Tier II reports and file them so that they are available to the public. The Oklahoma County LEPC has not received any requests for information within the last several years. The documented procedure for maintaining the current system and the publication of the public notice are currently in draft form and will incorporate homeland security issues in compliance with the DEQ directives.

Task 9

Sponsor or co-sponsor some type of outreach activity; such as Risk Management Plan rollouts, CAMEO classes, EPA workshop, HAZMAT training, WebPages, etc.

Result

The Oklahoma County LEPC has developed a webpage and will add outreach information as appropriate. The Oklahoma County LEPC assists the City of Oklahoma City with the semi-annual Household Hazardous Waste Day. LEPC members volunteer their time and the LEPC adds the information concerning the Household Hazardous Waste Day on the Oklahoma County LEPC website.

The Chair, Clint Greenwood, participated in several training sessions to bring the Midwest City Fire Department up to the Hazardous Materials Operations Level.

The Oklahoma County LEPC assisted the DEQ with the communication of the recent EPA class on using Tier II submit. The Oklahoma County LEPC will sponsor a break at the upcoming EPA/DEQ CAMEO conference to be held in Oklahoma City.

In addition, the Oklahoma County LEPC maintains a budget account with Oklahoma County for receipts of grant monies.

If you have any questions, or if you need any additional information, please contact me at home: (405) 670-4950 or pager (405) 647-5774 or work (405) 557-6980 or via e-mail at clint.greenwood@okc.gov or Joyce Huckabay at work at (405) 670-0238 or via e-mail at huckabayj@ggc.com.

www.okcountylepc.org

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Clinton G. Greenwood

CLINTON G. GREENWOOD
OK COUNTY LEPC CHAIRMAN

www.okcountylepc.org

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