

Minutes of the Meeting

OK County LEPC Meeting

*November 10, 2004
2:00 PM*

OSU Extension Center

Meeting called by: Jim Warram
Minutes Taken by: Joyce Huckabay

1. Called to order by Jim Warram
2. Approval of minutes – No minutes were available from the October meeting at Xerox. It was noted that electronic filing of Tier 2 reports was approved at that meeting.
3. Treasurer's Report –
 - 3.1. Invoice for \$239.40 to Hostway for web hosting is now due.
 - 3.2. Received check for \$666.00 from the State Emergency Management.
4. Public Comments-

None
5. Old Business –
 - 5.1. Treasury Audit – Complete but report has not yet been issued.
 - 5.2. Shelter in Place Brochure – Jami asked about the distribution of the Shelter in Place brochures. Xerox has been distributing them to the Fire Departments in their area. Jim will forward the electronic file to other LEPC members so that members can make copies for distribution in their area. In addition, the LEPC will use grant money to make additional copies for distribution.
 - 5.3. Grant Update – Received the money from the State Emergency Management.
6. New Business –
 - 6.1. The OK County LEPC approved electronic filing of Tier 2 reports during the October meeting. We will try to schedule training for the January meeting. An e-mail address has been set up to receive electronic tier 2 reports for the LEPC.
 - 6.2. CERT Training – Jami suggested that we encourage more LEPC members to participate in CERT. We will try to get more training information from OKC EM. Midwest City will be hosting a CERT training class. Mike Bower will forward the information regarding the dates and times of training.
7. Program – Officer Elections – There was much discussion regarding the by-laws. Everyone remembered that we had changed the by-laws to offset the election of Chair and Vice-Chair to prevent complete turnover; however, the by-laws do not reflect that change. Based on that, only the Chairman is up for re-election this year. Jim Warram agreed to remain as Vice-Chair but has declined to be nominated for Chair. Ronnie Warren was nominated for Chair. Elections will be held at the December meeting. If anyone else has any nominations, they should forward them to Jim Warram.
8. Meeting Adjourned