

## WC LEPC Meeting Agenda/Minutes

*Meeting Location:* OSF, 5666 E. State St. Rockford, Hickey Board Room, Main Entrance, Main Floor

*Date/Time:* Friday, May 25, 2018

Agenda Item	Discussion	Action	Responsible Party
<b>Call to Order</b>	<b>Time: 0802</b>	Presiding: Chuck Corley	
<b>Chairman's Report</b>	Karen Cardenas from Bergstrom submitted her application to become an LEPC member and her application was submitted for approval.	Her application was approved by the committee Please submit your name for treasurer if you are interested	1 <sup>st</sup> : Sue 2 <sup>nd</sup> : Major Bland
<b>Meeting Minutes &amp; Secretary's Report</b>			Melissa Kotrba
<ul style="list-style-type: none"> <li>Approval of Previous Minutes</li> </ul>		1 <sup>st</sup> : 2 <sup>nd</sup> :	Gary K Ken E.
<ul style="list-style-type: none"> <li>After action Report 2017</li> </ul>	Has the AAR from 2017 been submitted, Lori (IEMA), stated she has not received it yet	Jeff Brown will talk with region 2 IEMA Coord. Kathy Spellman on whether the AAR has been edited and submitted	Jeff Brown
<b>Treasury Report</b>			
<ul style="list-style-type: none"> <li><b>Budget</b></li> </ul>	LEPC committee chair asked for a volunteer from the committee to become the LEPC treasurer	Revisit at June Meeting	Corley
<ul style="list-style-type: none"> <li><b>Alpine Bank Balance</b></li> </ul>	Checking Alpine Bank: \$23475.84	CC	Corley
<ul style="list-style-type: none"> <li><b>PayPal Balance</b></li> </ul>	From Registration Transferred to Alpine- No amount available	Have PayPal Balance for June meeting	Nancy Sisson
<b>Emergency / Community Coordinator</b>			
<ul style="list-style-type: none"> <li><b>Tier II Update</b></li> </ul>	Around 180 reports have been submitted. Lori K. mentioned that due to Federal law, reports can be submitted electronically but all reports must have a hard copy with a signature also		Scott Meyers
<b>Vice-Chair Report</b>			Jeffrey Brown
<ul style="list-style-type: none"> <li></li> </ul>	Jeff Brown will provide a tour of the North tower at the completion of the meeting		
<b>Committee Reports</b>			

## WC LEPC Meeting Agenda/Minutes

**Meeting Location:** OSF, 5666 E. State St. Rockford, Hickey Board Room, Main Entrance, Main Floor

**Date/Time:** Friday, May 25, 2018

<p>Conference Committee</p>	<p>Scott Meyers presented a PowerPoint that gave an overall satisfaction of the 2018 LEPC conference. Too include food, speakers and venue. All areas of the survey were graded from fair to excellent with the majority of evaluations being excellent in all areas addressed. The conference for next year will be May 8 &amp; 9 2019.</p>	<p>The fair areas on the survey referred to certain food being served. It is recommended that moving forward that the invite and brochures should list the history of unique foods being part of the conferences history.</p>	<p>Sue Dobson/Scott Meyers</p>
<p>Lunch/Breakfast Committee</p>	<p>LEPC luncheon and breakfast will be: 9/28-Luncheon 12/7-Breakfast Please send all ideas for a luncheon speaker to the LEPC chair. Currently the choice is to have an IEMA staff member speak on the behalf of the ready Illinois preparedness program</p>	<p>Prairie Street Brewery</p>	<p>Corley</p>

## WC LEPC Meeting Agenda/Minutes

**Meeting Location:** OSF, 5666 E. State St. Rockford, Hickey Board Room, Main Entrance, Main Floor

**Date/Time:** Friday, May 25, 2018

Media/Public Relations	Social media and LEPC page updates were discussed	Ken and Jeff Clark will add minutes and agendas to LEPC. Also a save the date for next year's conference will be added to the LEPC social media pages. As soon as a luncheon speaker is chosen, it will be posted to social media and the LEPC web page	Ken E.
Sponsorship and Fundraising	No report		Tom Pratt
<b>ABC Report *</b>	Audit-Please continue to use the LEPC reimbursement form for resources and other purchases to allow for a seamless annual audit  By-laws- There will be changings moving forward and Gary will update at the next meeting	The reimbursement form was handed out to the committed for review and questions	
Audit Bylaws Compliance*			Gary Kovanda
Nominating Committee*	No report		Gary Kovanda
<b>Old Business</b>	<b>Treasurer</b> <b>Membership</b>	Volunteer LEPC Member	
•	<b>Grant - 2018</b>	Quarterly reports have been submitted to IEMA. Lori will confirm their receipt	Scott Myers/ Melissa Kotrba
•	Update to LEPC committee members	Ken E reported that Dave Hindberg (Rockford Airport) stated that he retired and will no longer be attending LEPC meetings	Ken E.

## WC LEPC Meeting Agenda/Minutes

**Meeting Location:** OSF, 5666 E. State St. Rockford, Hickey Board Room, Main Entrance, Main Floor

**Date/Time:** Friday, May 25, 2018

<b>New Business</b>	Meeting with Chairman Haney- The executive committee met with Chairman Haney on 5/22. The team reviewed the history of the LEPC and pointed out that the county board can be used to assist in recruitment of LEPC members. Chairman Haney agreed to collaborate with the local community to assist with LEPC recruitment and he plans to attend the 2018 LEPPC luncheon		Kovanda
<ul style="list-style-type: none"> <li>• Host for next meeting</li> <li>• Next Meeting Program</li> </ul>	South Beloit Nature at the Confluence		Chief Hoey
<b>Chairman's Closing</b>			Presiding: Corley
<b>Motion to Adjourn</b>	<b>1<sup>st</sup> Jeff Brown</b>	<b>2<sup>nd</sup>: Ken Eitenmiller</b>	Time: 0858
<b>Host's: Comments/Speaker</b>	OSF, Jeffrey Brown	OSF 15 min. Tour	Jeffrey Brown, et. al.