



CHATHAM COUNTY  
LOCAL EMERGENCY PLANNING  
COMMITTEE

2009

ANNUAL REPORT



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## **INTRODUCTION**

The Local Emergency Planning Committee (L.E.P.C.) of Chatham County was created in 1994 to address many of the public safety concerns of industry and the community regarding hazardous materials. The passage of the SARA Title III: Emergency Planning and Community Right-To-Know Act of 1986, mandates that facilities which produce, utilize and/or store certain hazardous materials must report these chemicals to State environmental authorities. This Act has also intensified local governmental authorities' and the community's concern and interest about these facilities. It encourages these facilities to initiate community awareness about the chemicals they use and to work with local governments, emergency response organizations, and neighborhood groups in developing emergency plans in the event of a hazardous materials incidents at these facilities.

The enclosed Annual Report has been developed to provide L.E.P.C. members, County Commissioners and the citizens of Chatham County with a status update on the progress of the L.E.P.C. during the year 2009. With eagerness and pride in the L.E.P.C.'s accomplishments to date, its members look forward to an even more productive year in 2010, one in which community, business, industry, government and the citizenry can all benefit from an evolving partnership in hazardous materials safety.

## **MISSION STATEMENT**

**The LEPC shall exist to promote and facilitate the safety of all persons in Chatham County with respect to the potential exposure and or threat of major emergencies and disasters both natural and manmade.**

## **PURPOSE AND FUNCTION**

The LEPC shall exist to promote and facilitate the safety of all persons in Chatham County with respect to the potential exposure and or threat of major emergencies and disasters both natural and manmade.

The functions and duties of the LEPC are those authorized by the Chatham County Board of Commissioner, in accordance with, but not necessarily limited to the provisions of Title III of the Superfund Amendments and Reauthorization Act of 1986. More specifically the LEPC shall engage in at least the following activities:

1. Conduct regular meetings to address all pertinent issues
2. Maintain a county-wide master inventory of hazardous materials regulated by State and Federal governments as regulated by SARA Title III.
3. Develop and update a Hazardous Material Emergency Response Plan as defined by SARA Title III, Section 303[42 U.S.C. 11003] Comprehensive Emergency Response Plans.
4. Identify private/public sector resources available to assist with hazardous material emergencies.
5. Review, process and respond to public requests of information.
6. Review, maintain and process all appropriate reports and records, as required by law.
7. Provide information on training programs related to hazardous material safety and emergency response procedures.
8. Coordinate emergency response exercises.
9. Provide expertise and assistance to industries and business upon request.
10. Provide community “out-reach” services on all hazards safety.
11. Research and disseminate emerging legislation relating to hazardous

It is not and never has been the intent of the LEPC to be a local regulatory, enforcement, permitting, or policy making body or agency. Further, the LEPC shall not be placed in a position to interfere with the permitting process of the State of Georgia.

## **SUBCOMMITTEES**

**Executive Subcommittee** will comprise of the Chairperson, Vice-Chairperson, Secretary and Treasurer. Each member of the Executive Committee must be a Full Voting Representative of a Mandated or Member Agency in good standing. Due to fiscal accounting, the Treasurer functions will be performed by the Chatham Emergency Management Agency. This position serves in a supportive capacity to the Executive Committee. The Treasurer will maintain and oversee all financial records for the LEPC and shall ensure appropriate signature authority is processed for legal and financial institutions. Service in this position does not preclude the Chatham Emergency management Agency from serving in any other capacity necessary to support the LEPC. The LEPC Committee and Committee.

**Steering Committee** – is responsible to the review, update and present changes in the By-Laws to the LEPC committee annually for approval.

**Grants and Finance Committee** - This committee shall be responsible for preparing and presenting a proposed annual operating budget, formulating a plan to finance the activities of the LEPC through the annual operating budget, overseeing the accounting for and expenditure of the funds of the LEPC, and other matters as may be assigned by the Chairman.

**Training and Exercise Committee** – identify training needs for all hazard types and make provisions to satisfy those needs; and to plan, coordinate and conduct training exercises. To conduct one full-scale Hazardous Materials related exercise every other year.

**Emergency Response Committee** -will work with the Training and Exercise and the Business Outreach Committees within existing emergency response organizations within the planning district to review and help local emergency management offices develop and test a hazardous substance emergency response plan for the planning district. This Committee shall review existing federal, state and local plans for the purpose of coordination with the LEPC planning process.

**Outreach Committee**– To distribute all hazard materials and information to the public including resource support to business on CFR requirements and emergency plan development, ways to recycle and seek long-term environmental improvements. This will include planning and development of all public outreach efforts. This group will annually visit and provide support with all Tier II facilities.

**Support and Development Committee** – to develop and support each of the Subcommittees as needed. This group is responsible for all printed materials, any promotional items and communications of events including the maintenance of the LEPC Website.

## ***Steering Committee***

Annual Report 2009

For the

LEPC Steering Committee

The Steering Committee met bi-monthly on alternate months from the regular meetings. Attendance and committee involvement was very good at each meeting.

- Rob Gordon
- Michelle Nooney
- Jim Phillips
- Brian Nease
- Jackie Teel
- Hugh Futrell
- Steve Thompson

The Steering Committee updated the Mission Statement to reflect the all hazards change in the LEPC. We also scheduled a pre-meeting of all committee chairs thirty minutes before each regular LEPC meeting. The purpose of this meeting is to help organize information from each committee that should be discussed at the full body LEPC meeting.

We also provided suggestions and guidance on the following:

- Ways to increase membership
- Methods for a full scale drill
- LEPC task force that could help local industry with their small scale drills
- Earth Day Recycle Rama involvement
- Develop an emergency resource list
- Ways to improve communications
- Application for membership
- Benefits of being a member of the LEPC

Submitted by:

Steven L. Thompson

Steering Committee Chairperson

## ***Grants and Finance Committee***

Annual Report 2009

For the

Grants and Finance Committee

In 2009, LEPC received the Annual Local Government Award from GEMA for the amount of \$5,000.

Throughout the year LEPC has spent \$350.00 on instructors for Hazardous Material Awareness Training in Chatham County. This training is held periodically throughout the year for the emergency responders within Chatham County.

Attached to this e-mail, you will find the Trial Balance for the LEPC account for Calendar year 2009. At the close of 2009, LEPC had a Checking account balance of \$12,773.46 and a CD balance of \$11,752.06 for a total LEPC balance of \$28,470.58.

Submitted by:

Kate Underwood

Grants/Funding

## ***Training and Exercise Committee***

Annual Report 2009

For the

Chatham County LEPC Training and Exercise Committee

The Training and Exercise Committee for 2009 consisted of:

Dave Hall - Chair

David Coates

Benji Cowart

J.D. Dyches

Tim Genest

Jimmy Gordon

Ernest McCorkle

Ben Morse

Robert Staples

Holly Holdsworth

Significant accomplishments for the Training and Exercise Committee during 2009 include:

- **Offering support for the Memorial Health hurricane exercise held in May.**
- **Committee member assisted with a major state Hazmat Drill.**
- **Recommended approval for funding Savannah Fire personnel to attend training in TX.**
- **Plan for participating with the Airport Commission's annual disaster exercise to comply with state requirements for LEPC exercise requirements.**
- **Publish training opportunities on the lepc.com website when requested by members.**

The continuous ongoing efforts to provide support to other LEPC member organizations in the areas of training and exercise were provided. Members of the Training and Exercise Committee are also key role players the public safety community. So in essence, the Training and Exercise Committee was present and assisted with planning and coordination of all local emergency exercises and emergency planning training opportunities.

Submitted by:

Dave Hall

Training and Exercise Committee Chairperson

***Emergency Response Committee***

## ***Outreach Committee***

The Outreach Committee participated in the City of Savannah's Earth Day 2009. We handled the recycling portion of the event. The following was collected.

- 5460 gallons of paint
- 1200 tires
- 250 gallons of oil
- 80 cell phones
- 1 1/2 truckloads of electronics
- 40 pairs of eyeglasses
- 1 truckload of used furniture
- 90 car batteries, 250 lbs of consumer batteries

Ashland ran some numbers and estimated we diverted about 60,000 lbs of waste from the landfill.

Other items completed for this year:

- Creation of a membership plan
- LEPC website update
- Member Invitation post card
- LEPC commercial
- P2AD Training Sessions for LEPC Businesses

## ***Support and Development Committee***

Annual Report  
For the  
LEPC Support and Development Committee

Our subcommittee met a few times during the year via telephone and email.

- David Anderson
- Malcolm Foy
- Lynn Gensamer
- Mike Godbold
- Steve Jordan
- David Nichols
- Russ Riesenger
- Bill Sherrod
- Mike Sullivan
- Thomas Tipton

We reviewed LEPC activities to determine what type of support could be provided by this subcommittee.

We reviewed a proposed booklet entitled “It’s a Disaster” which was discussed by the training subcommittee. The Support subcommittee evaluated the opportunity to solicit funding from local area businesses to customize this training booklet in exchange for advertising with company logos.

It was decided that this was not a lucrative or worthwhile project for the LEPC because there is already a Chatham County publication entitled Citizen’s Guide to Emergencies.

Submitted by:  
Kory Reeves  
Support and Development Chairperson

# TREASURES REPORT

The LEPC received \$5,000.00 in funding from the Georgia Emergency Management Agency (GEMA) in the month of June. This is an annual grant from GEMA. The holding of the Chatham County LEPC at the time of this report are a total of \$24,849.93, these monies are used for the support of the LEPC and the community for Emergency planning related activities and functions.

Below is the bi-monthly report as taken from the meeting minutes.

	Dec 31, 09	
	Debit	Credit
<b>Bank of America - CD</b>	11,752.06	
<b>Bank of America - Checking</b>	12,773.46	
<b>Accounts Payable</b>		350.00
<b>Opening Bal Equity</b>		23,082.12
<b>Retained Earnings</b>	3,305.06	
<b>Grants</b>		5,000.00
<b>Miscellaneous</b>	590.00	
<b>Interest Income</b>		38.46
<b>Other Expenses</b>	50.00	
<b>TOTAL</b>	<b>28,470.58</b>	<b>28,470.58</b>

## **MEETING MINUTES**

The Chatham County Local Emergency Planning Committee (LEPC) met every other month in 2009 and only at the November meeting was their not a quorum of members. There are meeting minutes included for each meeting with the exception of November for there are not minutes as there was not a quorum present.. All business from the November meeting was carried over to the January 2010 meeting.

### ***January 2009***

#### **Call to Order**

Chairman Phillips called the meeting to order at 10:00 am.

#### **Roll Call**

Noel Perkins of SAGIS conducted a roll call. Twenty-seven (29) Member Agencies were represented.

#### **Minutes Review and Treasures Report**

The November meeting minutes were reviewed and accepted unanimously.

The group reviewed Treasure's Report, with disbursements for \$42.00 (check outstanding) for stamps. The checking account balance is \$8,413.46 and the Certificate of Deposit balance is \$11,713.60 for a total of \$20,127.06 – the report was approved unanimously.

#### **Membership Comments**

Chief Futrell, Southside Fire & EMS reported a large number of fires and stressed the importance of fire safety, especially in regards to space heaters.

February 21 TV Recycle event

March 21st E-cycle event

Susan Bosser Security Chief, Savannah Port Authority, TWIK cards are in affect and are needed for access, the cost is 132.50 to register and 4-5 weeks to process.

CEMA announced the Storm Spotter Training, and must have the Basic class prior to taking the advanced class.

Ben Morse, Savannah Fire, Thanked the LEPC for support of the grant application. Search and Rescue class coming to Savannah, CST class in March see Ben for application.

Deatre Denion, DCA, State accepting comments on the Water Permits until January 31, 2009.

Water Conservation Plan 1st public hearing. [Georgiawcip.org](http://Georgiawcip.org)

Michelle Cortez, EPD, -how to report a chemical spill, Vincent Black responder, from the Augusta office Risk Management Assessment.

Jackie Jackson-Teel Earth Day April 18th paint, tires, and used oil will be accepted. Savannah still taking comments flood mitigation Plan.

Dennis Jones – reminded everyone that Tier II is due March 1.

Jim Philips – let everyone know that Farm waste regulations have changed.

### **Presentation**

Deanna Grant EPA – Discussed new regulations reporting, she also discussed E-Plan and that Tier II forms can be uploaded there, as well as search geographically and display data in Google Maps. Data can be downloaded into CAMEO and other systems, Vinson Poole provide access [poole.vinson@epa.gov](mailto:poole.vinson@epa.gov).

EPA Southeast Region provides compliance assistance, and would like the LEPC's to help get the word out. Self disclosure deadlines and how it is more beneficial to disclose prior to inspection.

### **Sub-Committee Report**

**Steering Committee** – Steve Thompson reported on December brainstorming session, update of application for membership, Steve talked about keeping the web page up to date, and informed the group of the “It’s a disaster” book.

Steve talked about revamping the committee missions and reminded all committees that they need to meet, and get the committee minutes to Dave Hall to post on the internet.

**Support & Development** – Lynn Gensamer – Committee is looking at “It’s a disaster” Book.

**Outreach** – Jackie Teel reported that Public Outreach mailed the post cards out and Pete Nichols is working on the PSA. Jackie informed the group of the monthly meetings held by Courtney with CEMA of the monthly CEMA “going ons”

**Emergency Response** – Ben Morse soliciting feedback on Chatham County Emergency

**Operations Plan** – how they are going to respond in an emergency

**Grants & Finance** – Dennis reported that the checking account and CD's were discussed, the state disbursement of funds was also discussed, and currently there are not grants the LEPC is eligible for.

**Training & Exercise** – No Report

### **Old Business**

Meeting Schedule for 2009

### **New Business**

o EPS Newsletter is published quarterly and regional events can be placed in the newsletter.

## **Adjournment**

The next meeting is scheduled March 18, 2009 at 10:00 am at the Savannah Civic Center. The meeting was adjourned at 11:07 am by Jim Phillips.

## **March 2009**

### **Call to Order**

Chairman Phillips called the meeting to order at 10:03 am.

### **Roll Call**

Noel Perkins of SAGIS conducted a roll call. Thirty-two (32) Member Agencies were present.

### **Minutes Review and Treasures Report**

The January meeting minutes were reviewed; a correction was noted and was accepted unanimously with the correction.

The group reviewed Treasure's Report, the checking account balance is \$8,413.46, and the Certificate of Deposit balance is \$11,722.07 for a total of \$20,135.53 – the report was approved unanimously.

### **Membership Comments**

Jimmy Gordon stated that Memorial would be holding their Hurricane evacuation drill May 5, 2009.

Jonnie Quiller stated Hercules is now Ashland-Hercules.

J.D. Dyches 165th Airlift Wing stated that the week of March 9, 2009 the 165th participated in the statewide hurricane defense exercise.

Jeremy Merklinger – New Chatham Environmental Forum member, stated that the Chatham Environmental Forum will be releasing their plan for a roadmap to accomplish Chatham being the “greenest” county in the state.

Kory Reeves- EMD Chemicals stated that EMD chemicals has a badge reader in place at employee collection points in the event of a disaster all employees “swipe” in at a collection point, thus improving employee accountability. If anyone is interested in the system, please contact Kory.

Ben Morse Savannah Fire Department is participating with the state in a major Hazmat Drill.

Dennis Jones – CEMA stated that hurricane season is just around the corner and the state will not be holding a hurricane conference this year. CEMA will be holding their hurricane conference at the Armstrong Center on Abercorn.

### **Presentation**

No Presentation

### **Sub-Committee Reports**

**Steering Committee** – Steve Thompson reviewed the meeting requirements for all sub-committees and stated that these meetings are just as important and the regular LEPC meetings, Subcommittees will need to revise the purpose and mission statement due to changes in the by-laws. Steve also stated that the subcommittee chairs will meet each regular LEPC meeting at 9:30 am prior to the regular meeting.

Steering committee is looking to piggy-back with the airport annual disaster drill. The committee is also looking at bring back the resource list (SMART).

Members are requested to pick a subcommittee they felt they will best fit with their skill set.

The committee also requested from all members topics they would like to see at the regular meetings. And reminded committees that each committee is responsible for a speaker.

**Support & Development** – Kory Reeves stated that committee looked at the book “It’s a disaster” and felt that it might be too much information for residents. Kory stated that at one time the LEPC put out a pamphlet, which was easier to understand and in conjunction with the CEMA pamphlet, there was a lot of information for the public.

**Outreach** – Deatre Denion – The new chair of the Outreach committee- stated that although just recently taking over for Jackie Teal, whose leadership will be missed, had no report, as the committee did not meet. Deatre stated that the outreach committee should look at coordinating hazmat type training.

**Emergency Response** – No meeting, but Ben Morse stated the Savannah Fire Department is coordinating with local, state and federal officials as to the protocol for “White Powder Incidents”. Ben recommended to all members that if such an incident occurs that the following be followed; 1) Do not touch, 2) Do not smell or taste, 3) If possible take pictures and 4) Get people outside but do not let people leave the area.

**Grants & Finance** – Dennis Jones reported that there are still no grants available for the LEPC, and the committee is in favor of the funding request from the state.

**Training & Exercise** – No Report

### **Old Business**

HAZMAT ERP – Will be asking the LEPC to review and adopt at the May meeting.

### **New Business**

o Hazmat training request from CEMA for \$2,900.00. Motion was made to approve the request if no local agency did not sponsor one or all the classes. Motion was approve unanimously.

o Motion of approval of Skidaway Island State Park motion passed unanimously

o Motion to approve funding up to \$5,000.00 in support of Earth Day – Motion passed unanimously.

### **Adjournment**

The next meeting is scheduled May 20, 2009 at 10:00 am at the Savannah Civic Center. Pre-meeting scheduled for 9:30 am for subcommittee chairs, just prior to regular meeting. The meeting was adjourned at 11:20 am by Jim Phillips.

## **May 2009**

### **Call to Order**

Chairman Phillips called the meeting to order at 10:23 am 20 May 2009.

### **Roll Call**

Noel Perkins of SAGIS conducted a roll call. Thirty-two (30) Member Agencies were present.

### **Minutes Review and Treasures Report**

The March meeting minutes were reviewed and were accepted unanimously.

The group reviewed Treasure's Report, the checking account balance is \$8,413.46, and the Certificate of Deposit balance is \$11,722.19 for a total of \$20,141.65 – the report was approved unanimously.

### **Membership Comments**

Michael Blakely (Chatham County Engineering) stated that all homeowners in a floodplain with flood insurance should get a 20% discount up from 10%.

Matt Stanley (CEMA) noted the GEMA hurricane conference would not be held this year but the CEMA conference is scheduled for June 4, 2009 at Armstrong Atlantic. The Hazard Mitigation plan kick off meeting will be held May 27th, and CEMA is planning a full scale exercise for 2011.

Carl Smith (Thunderbolt Fire) stated he is trying to get together a Incident Management Team and forty-five (45) people are needed there is an application and he would like to focus on response on secondary rivers.

### **Presentation**

No Presentation

### **Sub-Committee Reports**

**Steering Committee** – Steve Thompson reviewed the meeting requirements for all sub-committees and stated that these meetings are just as important and the regular LEPC meetings, Subcommittees will need to revise the purpose and mission statement due to changes in the by-laws. Steve also stated that the subcommittee chairs will meet each regular LEPC meeting at 9:30 am prior to the regular meeting.

A full scale drill participation is needed for 2009 to remain legal with GEMA.

Web site improvements were discussed along with the possibility of a blog and that help is needed for this. Steve discussed about promoting LEPC and the best way to do that.

**Support & Development** – Kory Reeves

**Outreach** – No Report

**Emergency Response** – Ben Morse stated the Hazmat classes

2 Awareness June 20th (at Isle of Hope) and July 11th (at Garden City FD)

1 Operators June 21st 27th and 28th

There is room for 36 in all classes and no charge, and are open to local industry.

**Grants & Finance** – No Report

**Training & Exercise** – Dave Hall discussed that airports full scale exercise in 2009

### **Old Business**

Annex 10 Hazmat response plan

In final draft and have not received any further feedback

LEPC Secretary to send out committee lists to committee chairs.

### **New Business**

o No new business

### **Adjournment**

The next meeting is scheduled July 15, 2009 at 10:00 am at the Savannah Civic Center. Pre-meeting scheduled for 9:30 am for subcommittee chairs, just prior to regular meeting. The meeting was adjourned at 10:45 am by Jim Phillips.

## ***July 2009***

### **Call to Order**

Chairman Phillips called the meeting to order at 10:01 am 15 July 2009.

### **Roll Call**

Noel Perkins of SAGIS conducted a roll call. Thirty-two (25) Member Agencies were present.

### **Minutes Review and Treasures Report**

The July meeting minutes were reviewed and were accepted unanimously.

The group reviewed Treasure's Report, the checking account balance is \$13,103.46, and the Certificate of Deposit balance is \$11,733.62 for a total of \$24,837.10– the report was approved unanimously.

### **Membership Comments**

Matt Stanley (CEMA) stated that the CEMA Hurricane Conference was a huge success. The Hazard Mitigation plan is on-going and another stakeholder meeting would be held.

Hugh Futrell (Southside FD) stated the new Fire Station was open.

Lynn Gensamer (Humane Society) stated that on October the Humane Society would be doing Rabies and Micro-chipping at the shelter for \$25.00.

Michael Blakely (Chatham Flood Plain Manger) stated the CRS discount would go into effect October 1, 2009. Home in floodplain with insurance would see an additional 5% discount, for a total of 20% savings, those not in floodplain with flood insurance would see the total raised to 10%.

### **Presentation**

No Presentation

## **Sub-Committee Reports**

**Steering Committee** – Steve Thompson requested the committee list be email to all members. Dave Hall needs information to update the web site, all committees are asked to review the page and provide Dave with new information. Steve stated that the LEPC still needs to participate in a full-scale exercise. A smart list is being considered, that will be maintained by CEMA, Equipment, personnel, training, level of training are some of the items of interest.

**Support & Development** – No Report

**Outreach** – No Report

**Emergency Response** – No Report

**Grants & Finance** – Matt Stanley discussed the two disbursements from the treasury report. The June class for training was cancelled due to lack of attendance.

**Training & Exercise** – Looking for the training and equipment needs of LEPC members.

## **Old Business**

No old Business

## **New Business**

- o August 26 -27 Environmental Conference
- o Nomination Committee will need to be formed at the September LEPC Meeting.

## **Adjournment**

The next meeting is scheduled September 16, 2009 at 10:00 am at Memorial Hospital Attendees are requested to park in the visitor garage "A" (on the front entrance side). The Med Auditorium is located on the same side of the main entrance along the sidewalk (directly across from GA Eye).

Pre-meeting scheduled for 9:30 am for subcommittee chairs, just prior to regular meeting.

The meeting was adjourned at 10:45 am by Jim Phillips.

## ***September 2009***

### **Call to Order**

Dennis Jones called the meeting to order at 10:04 am 16 September 2009. Dennis thanked Jimmy Gordon and Memorial Health for the use of the facility.

### **Roll Call**

Noel Perkins of SAGIS conducted a roll call, twenty-one (21) Member Agencies were present.

### **Minutes Review and Treasures Report**

This was pushed back on the agenda until a quorum could be met.

### **Membership Comments**

Todd Jones with Chatham County Health Department notified that Friday September 18, 2009 seasonal flu shots will be provided at the National Guard Armory for \$25.00.

Matt Stanley with CEMA noted that the Citizens Hazard Awareness class would meet September 24th and 25th in Port Wentworth. Matt also handed out an Emergency Preparation and Response Handbook from CEMA and noted that the document is also provided as a pdf on the CEMA website.

Lynn Gensamer of the Humane Society stated that the Humane Society is sponsoring a rabies clinic on September 26th from 10:00 am – 2:00 pm at the Humane Society where animal could be vaccinated and/or micro-chipped.

### **Presentation**

Alessandra Jerolleman of James Lee Witt and Associates (JLW) presented the work done so far by JLW on the Hazard Mitigation plan for Chatham County. The document will cover both natural and man-made disasters and is a comprehensive planning effort to include outreach to all communities within Chatham County. A draft will be available in October for review.

### **Sub-Committee Reports**

**Steering Committee** – Steve Thompson a meeting with a vendor for command software needs to be setup.

**Support & Development** – No Report

**Outreach** – No Report

**Emergency Response** – The Hazmat Plan final version will be presented to the committee at the November meeting.

**Grants & Finance** – Matt Stanley the federal fiscal year is Oct 2009 to September 2010 and all FY09 money has come in to the LEPC.

**Training & Exercise** – No Report

### **Minutes Review and Treasures Report**

The July meeting minutes were reviewed and were accepted unanimously.

The group reviewed Treasure's Report, the checking account balance is \$13,103.46, and the Certificate of Deposit balance is \$11,741.14 for a total of \$24,844.60– the report was approved unanimously.

### **Old Business**

No old Business

**New Business**

The nominating committee of Michele Nooney, Brian Nease, and George Montgomery was established. They will report the nominations to the full committee at the November meeting.

**Adjournment**

The next meeting is scheduled November 18th, 2009 at 10:00 am at the Savannah Civic Center. The meeting was adjourned at 10:48 am by Dennis Jones.

***November 2009***

No minutes there was not a quorum at the November 2009 meeting.