The One Hundredth and Fourteen Meeting of the Wake County LEPC was conducted at the Law Enforcement Training Center, 2300 Law Enforcement Drive, Raleigh, NC. The meeting was called to order at 11:50 AM.

Signed in, as being present, were the following:

Members:
- Joe Beaman
- Paul Woolverton
- David Dillon
- Bill Carter
- Candy Orr
- Joshua Creighton
- Nathan Funk
- Tim Roberts
- Nathan Creech
- Commissioner Matt Calabria (John Burns)
- Celena Everett
- Ricky Ennis
- Brandon Gayle
- Gaylon Moss (Larry High-Proxy)
- Bob Wilson
- Howell Barr

Members with excused absences include:

Community Participants/Visitors: (1st = First LEPC meeting attended)
- Tony Armen
- Keith Wilder
- Steve Newton
- John Steinaier
- Leslie O’Connor
- Joe Biondi

Wake County Staff Members: Amy Ikerd, Diana McBride

LUNCHEON PRESENTATION
None.

ITEMS OF BUSINESS
Chair Joe Beaman welcomed everyone, recognized first time visitors and acknowledged Commissioner John Burns.

ACCEPTANCE OF January 14, 2016 AGENDA
Approval of the January 14, 2016 agenda was moved by Bill Carter with the modification of item number seven to read Wake County Board of Commissioners Goals. The motion was seconded and approved unanimously by the group.

ACCEPTANCE OF PREVIOUS MINUTES
Consideration for the approval of the November 19, 2015 minutes was made by Chair Joe Beaman. One change made to item ten. The minutes were approved with the mentioned correction.

ADMINISTRATIVE ANNOUNCEMENTS
Chairman Beaman reviewed cleanup contractors that met the December 31 deadline. There are four on the list: Highland Environmental, HEPACO, Environmental Products & Services of Vermont, Eastern Environmental Management.
Chairman Beaman gave an overview of the LEPC’s 2015 objectives and outcomes from the past year, and reviewed the 2016 objectives. All six objectives were met and listed below:

- Continued education of planners and government officials regarding land use
- Filled vacant LEPC seats (commissioner/media)
- Educated first responders on the Wake County spill reporting system
- LEPC website updated
- Continue to plan and support the BEST Conference
- Lay the ground work for regional LEPC partnership

**2016 Objectives**
- Create, implement and support a land use subcommittee
- Continue the education of planners and government officials regarding land use around chemical facilities
- Continue to plan and support the BEST Conference

**PUBLIC COMMENT**
None

**REGULAR AGENDA**

### # 6 Land Use Subcommittee Discussions

**Summary:** The land use subcommittee was previously approved by the LEPC. Chairman Beaman would like the committee up and running by Summer 2016. (Land Use Subcommittee handout) The mission of the Land Use Committee is to review and propose development land redevelopment near existing commercial and or industrial land uses where hazardous chemicals are stored, used or produced in Wake County. The planning department will collaborate with the subcommittee regarding proposed redevelopments. The subcommittee will consist of six positions. Chairman Beaman has worked on recruiting the following members:

- **Chairman:** Batallion Chief, Keith Wilder (Raleigh Fire Department)
- **Public Safety:** Charlie Johnson (Wake County Fire Services)
- **Emergency Management:** Amy Ikerd (Wake County Emergency Management)
- **Planning:** *Requested* Gina Clapp (Town of Holly Springs Planning and Zoning)
- **Developer:** John King (King Realty) (John will appointed someone)
- **Open Position:** John Steinauer

Chairman Beaman opened the floor for questions. It was suggested to obtain a legal opinion on the legalities surrounding unified development ordinance. Josh Creighton will inquire with the Wake County Attorney’s office. Josh noted that the group has done a good job tackling the why and what and should now define the how. Commissioner Burns agreed and added that it should be built into the process to allow all parties adequate time. Celena Everette with the Wake County Planning Department explained their current review process, which includes input from all parties; internal departments attend TRC meetings while external partners are encouraged to attend.

### # 7 Review/Discussion of Wake County Board of Commissioners Goals
Summary: Mr. Creighton advised the Committee of recently solidified goals established by the Wake County Board of Commissioners. The Board of Commissioners has nine different goal areas and one of them is Public Safety. Commissioner Burns elaborated on the intent by providing background information regarding the goals, the process and how it relates to the bigger picture for the County. Within the Public Safety Goal, an Initiative has been adopted that addresses the chemical safety and encroachment issue identified by the LEPC over a year ago. The process adopted by the County requires that each Initiative have one or more Action Steps that can be used to measure progress towards the Goal. Mr. Creighton presented the Committee with draft Action Steps, received input and requested endorsement from the committee. The LEPC endorses Mr. Creighton’s draft Action Steps.

# 8 Item Title: Tier II Update

Summary: Amy Ikerd informed the group that Tier II reporting season is open at this time. Businesses have until March 1 to file. Amy offered her assistance to anyone needing assistance with Tier II reporting.

# 9 Item Title: State Emergency Management Report

Summary: In Alan Byrd’s absence, Josh updated the group on the latest State law change that affects Emergency Management. Every school in North Carolina must have a risk management plan and the responsibility for completion of this task has been placed upon Emergency Management and school districts across the state. The State has developed a template and plans on showing Emergency Management how to utilize the template. Each plan will be tailored to the school’s needs. In addition, each school is required to do an exercise with Emergency Management. Josh has started discussions with the school district to tackle the matter.

# 10 Item Title: Wake County Emergency Management Report

Summary: Josh discussed the status of the warehouse for Emergency Management and EMS. On January 19 the Board of Commissioners will be considering a lease for the warehouse. The new move will alleviate growing pains, such as training space for EMS. If things go according to plan the move will take place September 1.

Recently, in conjunction with NC State, Emergency Management participated with a special initiative lead by the Global Training Institute. The sessions consisted of healthcare professionals from China gathering and sharing information. Wake Med and EMS were also participants.

Emergency Management is underway with Strategic Stakeholder Value Analysis (SSVA). Josh explained SSVA in detail. Josh also explained the replacement of the mass notification system. Emergency Management is currently preparing for budget season. Josh shared Emergency Management challenges and how it relates to the budget process. Human Services is in the process of hiring a Disaster Preparedness Coordinator. The SNS exercise will take place in March.
#11 Item Title: Hazmat Team Report

**Summary:** Brandon reported that last quarter the department had 125 hazmat responses, zero State mission responses and no outreach was scheduled for the fourth quarter. Brandon also expressed the department plans for upgrading some equipment such as monitors/meters and obtaining more personal radiation detectors. There were a total of 660 students during the fourth quarter for training.

#12 Item Title: LEPC BEST Conference Sub-Committee Report

**Summary:** Amy updated the group on the BEST Conference. The conference takes place February 11. The attendee registration is open and there are a few spaces still available for sponsors/vendors. The current balance is just under $19,000 in sponsor contributions.

#13 Item Title: LEPC Technical Subcommittee Report

**Summary:** Lt. Brandon Gayle reported that the group met twice during the last quarter. Meetings were changed to the first Friday, 9:00am – 11:00am.

The group continues to tackle the land use encroachment issue. The committee has researched the meeting schedule for all planning and zoning boards in Wake County. The committee has generated a spreadsheet to house data and will be used as a tracking mechanism. The committee has also worked on establishing an information security procedure for handling sensitive official data.

**Adjourn**
Motion made to adjourn at 12:42pm.