



**Bradley County  
Local Emergency Planning Committee**

1555 Guthrie Drive, NW  
Cleveland, Tennessee 37311  
(423) 728-7289; Fax: (423) 472-8265



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**LEPC Meeting Minutes, October 12, 2017**

The meeting of the Bradley County Local Emergency Planning Committee (LEPC) was called to order on October 12, 2017 at 8:00 AM by Curtis Cline, LEPC Chairman. The meeting was attended by approximately 25+ attendees representing Bradley County industry, EMA, various Bradley County, and Cleveland City staff. A sign-in roster is available. Refreshments were provided by Bradley County Emergency Management.

**Reading and Approval of Minutes:**

Mr. Cline welcomed committee members to the meeting with each person introducing themselves. Mr. Cline mentioned the minutes were published in the LEPC Newsletter. The committee approved the minutes.

**Updates:**

Troy Spence updated everyone on the fire incident at the Courthouse.

- Wacker – Did have an explosion at Wacker. Chemical was leaking that caused a vapor cloud. We did notify the public. If your industry has harmful products we want you to work with EMA to develop a specific notification list for your neighbors. Also, there is a Community Advisory Panel that your organization should also be a part of. The incident at Wacker was a very visible incident but it was not immediately harmful to life and health thus we did not send out a wide notification. Now is the time to update your Emergency Response Plan. We did have an after action review and will update plans to improve response.
- Courthouse – There was a fire in the mechanical room. They used less than 100 gallons of water so not a lot of water damage. It did destroy the controllers for the AC system. It may take 6 months or more to clean up and repair. Troy described numerous efforts that will go into the process. The big lesson learned is everyone should have a good plan to continue business should something major happen to your location.

Mr. Cline reviewed the Emergency Plans required for Industry:

1. OSHA 1910.38 EAP indicates that all industries should have an Emergency Action Plan with procedures for reporting emergencies, evacuating, accounting for employees, training, as well as other specific items. If the employer has over 10 employees the plan must be written.
2. OSHA 1910.120 ERP requires any industry that has first responding capability to have an Emergency Response Plan that has much more content than the EAP.

Mr. Cline also reviewed the LEPC Core Mission as follows:

1. Develop, implement, exercise, modify and be the custodian of the Emergency Planning District's (County's) ERP – Emergency Response Plan
2. Seek and ensure facilities in the district are reporting.
3. Receive, process and store information about hazardous materials in the district (E-Plan).
4. Make information available to the public about hazardous materials in the district (E-Plan).

Mr. Cline also proposed that the LEPC establish the following goals:

1. Re-establish By-Laws (Membership, Officers, Subcommittees).
2. Re-develop (ERP) Emergency Response Plan in tandem with BEOP.
3. Review “ Right to Know Plan” and make information available to the public about hazardous materials in the district (E-Plan).
4. Prepare list of Reporting Facilities in Bradley County.
5. Design a plan to seek and ensure facilities in the district are reporting.
6. Implement a Facility Membership Information Sheet to document current voting LEPC members.

- It was noted that the LEPC is its members and the Chairman could not accomplish the goals without involvement from the members. Several folks volunteered to become more involved.
- Mr. Cline indicated he would begin the By-Laws and bring back to the group to start the process at the next meeting.

Mr. Cline concluded with an invitation to all to host the LEPC meeting at your facility with a tour and/or let us know about a topic or project you would be interested in. LEPC is always open to having your organization present a topic of interest to the group. If you would like to offer a suggestion, contact Curtis Cline at (423) 464-0223.

Lisa Mantooh, Communications and Executive Coordinator at Wacker, agreed that Wacker would host the next LEPC meeting at the Wacker Fire Department at their facility.

The meeting was adjourned at 9:00am.