**In attendance:** Jen Sullivan, Denise Molinaro, Lisa Sherman, Tom Higgins, Ralph Cammack, Jonathan Roebuck, Barbara Bailey Bearrce, Myron Peakall, Cressey Molison, Chad LeBree, Michelle Tanguay

Jen opened the meeting welcoming everyone and introductions were made around the room.

Jen shared the SERC approved 4 new members, Daisy Mueller of MEMA, Greg Urban Maine Veterans Home, Henry Burrill GE, and Paul Nichols DEP.

Michelle:

* Meeting schedule - Michelle suggested we try a new meeting schedule and time, in hopes it may increase attendance. Currently we meet at 12:30 bi-monthly, she'd like to change it to quarterly meetings at 9:00 am beginning on January 19, 2017. Tom reminded the group if you can't make a meeting you can always send a designee. *Everyone agreed to the change.*
* By-Laws: Michelle handed out the Penobscot LEPC By-Laws. The By-Laws have not been revised since 1999. Michelle asked the group to review the By-Laws. Forward your revisions, suggestions or questions, via email or you may call her.
* The Emergency Planning and Community Right-to-Know Act (EPCRA) was passed in 1986 in response to concerns regarding the environmental and safety hazards posed by the storage and handling of toxic chemicals. These concerns were triggered by the 1984 disaster in Bhopal, India, caused by an accidental release of methylisocyanate. The release killed or severely injured more than 2000 people. (www.epa.gov)
* The fundamental of the By-Laws is engaging the facilities. This meeting could serve as an opportunity for facilities to exercise their emergency plans and share facility issues, and nuances with the group's subject matter experts.

Michelle asked the group, what do they want to get out of this committee, where do they see this committee going?

Comments:

* Ralph stated he'd like to see the committee get back to basics. Focus on HazMat awareness and facility planning.
* JR asked how many nuclear reactors are out there? How many facilities/hospitals have them, they are terrorism targets.
  + Michelle commented she reached out to Hancock County LEPC as they, hosted a speaker on Terrorism who got good reviews. Her goal is to have them present at our LEPC in 2017.
* Tom mention treasurer reports and money flow. The funding used to support RRT and HazMat Training is well appreciated and stated if we don't use it we could lose it.
  + Michelle mentioned other counties robust and show shortfalls. Funding could potentially be shifted accordingly.
  + The question was raised, how to engage facilities. Michelle suggested we could return to sending out letters encouraging them to attend LEPC and to use the meeting to exercise their plans. She stated that MEMA sends out annual notices designed to help facilities comply with the reporting requirement of the Emergency Planning and Community Right-To-Know Act. She asked those in attendance to send their thoughts and ideas on how to engage facilities to her, she's open to suggestions.

Member Updates:

* Michelle - In 2005 Penobscot County EMA began the process of writing a Multi-Jurisdictional Hazard Mitigation Plan. To lessen the burden on communities the County developed a county wide plan and hired a consultant to assist with the process. The purpose of the plan is to assess the County's risk for likely natural disasters, inventory critical infrastructure and develop goals and strategies to lessen the effects of a potential natural disaster. The 2016 update of the plan is posted in draft format on our webpage until it is approved by FEMA. Communities participated in this long process and we are now in the adoption phase each community signs a resolution page, currently all but 14 have been returned. Once the plan is given final approval it is good for the next five (5) years.
* Jen - This past July, Jen and Denise gave the county's LEPC presentation to the SERC, which was well received. Jen's office at St. Joseph's has moved from the fire house to the main hospital. St. Joe staff is up to date and current with their staff training.
* Ralph - UTC students are riding with the Brewer fire department. Brewer FD purchased new gas meters and thermal imaging. Brewer waste water & treatment plant is at the operations level in hazmat training.
* Lisa -states her co-worker, Gayle McKeige of NE-MRRC is in Emmitsburg, MD, at FEMA's training facility.
* Barbara - Red Cross is working with Orono on a home fire protection campaign. Also, Red Cross is pushing their Zero to Hero program. We are down to one responder for our region.
* Myron - Bangor Vets Home is putting OSHA's 2012 Life Safety Codes in place. The 2012 codes were adopted 3 weeks ago, while the 2015 rules are in draft.
* Cressey - Fairpoint is working on a mock battery fire as part of a test. They'll build a test shed so site consequences can be evaluated. Also, Fairpoint is looking at sewer and waste water drain near their sites and if there is potential for run off if there were an incident. Old underground storage tanks are being located and removed.
* JR - Med Com is adding a fixed wing plane at the Sanford site including crew quarters at the airport. JR continues to develop rural landing zones around the county. They averaged 700 calls this year.
* Tom - Bangor Fire has recently trained 90 staff in Ops Refresher. Bangor thanks the Orono RRT team for their support and reminded the group how fortunate we are to have this highly trained team in our area.
* Chad - PRCC is sponsoring a communications review in East Millinocket following the MCI Table Top exercise. Those in attendance were educated on CONOPS and Region NET. There was lively discussion and the feedback was good.

Jen thanked everyone for attending.

The meeting adjourned at 1:30 pm.

Our next LEPC meeting is scheduled for January 19th, at **9:00 am,** location TBD.