

State Emergency Response Commission (SERC)
Finance Subcommittee Meeting
Thursday, December 28, 2017 – 10:00 AM

Subcommittee Members Attending

- Kim Lapierre – Chair, Finance Subcommittee - Suburban Propane
- John Berino – University of Vermont Medical Center
- Rhonda Camley – Non-Voting Member - Department of Public Safety
- Josh Cox – Non-Voting Member – Vermont Emergency Management

Subcommittee Members Absent

- Robert Gowans – Montpelier Fire Department

Also Attending:

- Tim Bouton – Addison County RPC

Call to Order – 10:00 AM

Introductions
Public Comments – none

Kim Lapierre elected Chair

Kim Lapierre was unanimously elected Chair of the SERC Finance Subcommittee.

Process for Hazchem FY19 Awards

Various ideas were discussed on how the SERC should award Hazchem funds to LEPCs for FY'19 and for FY'20. Kim Lapierre suggested that this subcommittee hold at least one workshop to introduce the LEPCs to whatever new process for applying for Hazchem funds is decided upon. Such a workshop would be held late February 2018 since applications should be going out to the LEPCs by March 1, 2018. Rhonda Camley stated that these applications would then be due by April 15, 2018 for review by this subcommittee.

A scoring system for applications submitted by LEPCs was discussed. Such a scoring system should include the following;

- Has the LEPC completed a Risk Assessment?
- Has the LEPC submitted financial reports/Treasurer's reports in a timely manner?
- Does the LEPC hold a previous balance of Hazchem funds?

Tim Bouton brought up that some LEPCs hold onto previous balances of Hazchem funds in order to save up since \$4,000 a year typically isn't enough money for the LEPC to complete everything in the Hazchem Scope of Work.

Guidance should also be pushed out to the LEPCs on the Hazchem application process.

Additional fund requests beyond the statutory award of \$4,000 would also need to have a scoring system for the subcommittee to use when reviewing applications.

The February workshop to roll out the new application process to the LEPCs is tentatively scheduled for February 13, 2018 at 6:30 PM to 8:30 PM at the Central Vermont Medical Center. John Berino was checking availability of a meeting room there.

The next working subcommittee meeting was scheduled for 9:00 AM to 12:00 PM, Thursday January 4, 2018 at the Department of Public Safety, 45 State Drive, 3rd Floor Conference Room, Waterbury, VT 05671.

Meeting Adjourned 10:45 AM

Next SERC Finance Subcommittee Meeting: **Thursday, January 4, 2018 at 9:00 A.M. at the Department of Public Safety Headquarters, 45 State Drive, 3rd Floor Conference Room, Waterbury, VT 05671.**

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All SERC and SERC Subcommittee meeting agendas and minutes will be made publicly available at the Vermont Emergency Management website located at <http://vem.vermont.gov/programs/serc>

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