State Emergency Response Commission (SERC)  
November 16, 2016  
State Emergency Operations Center  
45 State Drive  
Waterbury, VT 05671-1300

**SERC Members Attending**
Al Barber – LEPCs  
Julie Didier – Hospitals  
Tim Cropley – ANR  
Annie Macmillan – AGR  
Mike Stevens – Law Enforcement  
Carl Rogers – Local Government  
Rob Schell – DPS DEMHS  
Neil Fulton – Fire Service – Vice Chair  
Alec Portalupi – VTRANS  
Mike Collins – Hazardous Substances  
Chris Bell, Health

**Also Attending:**
Len Wallace – USEPA  
Janet Bowen – USEPA  
Terri Picard – DEMHS  
Bob Weinert – DEMHS  
Karen Smith – DPS Admin  
Deb Cummings – DPS Admin  
Bojan Brkovic – DPS Admin  
Rhonda Camley – DPS Admin  
Lee Krohn, CCRPC  
Meghan Rodier – LCRPC  
Les Burns – Labor  
Jim Tonkovich – 211  
Todd Cosgrove – DPS HazMat  
Bruce Martin – DPS HazMat  
Dan Lavillette – ARC

**SERC Members Absent**
Kim (Brill) Lapierre – Transporting Chemicals  
Shaun Coleman – RPCs  
Dan Whipple – Labor  
Harry Chen – Health  
Emergency Medical Services – Vacant

**Call to Order**

**Introductions**

**Minutes approved**

**HMEP – Karen Smith**
- HMEP 14 – In liquidation close out, Training side has zero balance. Planning side has $5,000, close out by December 31, 2016. Working on final progress reporting and final draw.
- HMEP 15 – Training side is spending money. Planning side received first reimbursement request which is a sub grant agreement with Two Rivers for $30,000. Ends September 30, 2017.
- HMEP 16 – will spend down 2015 before spending any money.

**Hazardous Chemicals Fund - Deb Cummings**
July thru September - Revenue was $4,260.00, Expenses $115,277.91. Trial balance through October, revenue $21,185.00, expenses $155,782.00.

HazChem 17 – 7 have been paid, LEPC 5 and 12 sub agreements executed today. LEPC 4 and 7 are still waiting for application. LEPC 10 looking for a fiscal agent to work with.

**Community Right-to-Know – Todd Cosgrove**
- Report to the SERC was reviewed – attached
- Tier II packets being sent out by December 9, 2016
Watch Officer Report/ ANR Report – Bob Weinert and Tim Cropley
• Watch Officer Report and ANR Report attached.
• Watch Officers need more instruction on how to completely and correctly enter all information into tickets.

Len Wallace – USEPA (presentation attached)
Presentation on National Enforcement Issues (NEI) with an example of Swan Valley Cheese, Swanton, VT ammonia leak investigation.

Financial Tracking – Brenda Buker and Marie Hayward
Explained grant monitoring, application procedure, progress reports, treasurer reports, award requirements, previous year fund balances, and reporting requirements.

Committee Reports
• Bylaws still in draft form, when Chair is officially appointed they will be moved on.
• Can someone put together a list of members of each committee

SERC Action Items
• Membership Approvals – waiting for re-application form for Kim Lapierre, and appointment letter from Harry Chen for Chris Bell and alternate.
• Appointments – waiting for someone to be appointed to Emergency Medical Services slot
• LEPC 12 roster submitted and approved

Citizens Corp Council
• Pending approval of new bylaws to move forward for creation of council.

LEPCs reported on current events

Other Items
• Tim Cropley - EPA is coordinating geographical response planning for Lake Champlain. February meeting would like to have Jim Carew give a presentation on this subject.
• VT and NH State Fire Marshall offices are working together to reduce carbon monoxide exposure. There will be a summit on strategy to reduce carbon monoxide exposure on November 30 in West Lebanon, NH.

Next meeting
Wednesday, February 15, 2016 - 9:00 am-11:00 am
State Emergency Operations Center, Waterbury