



## Meeting Notes

**Date:** October 10, 2017  
**Time:** 9:00 am to 11:00 am  
**Location:** Butcher Suite, Kessel Student Center, Pace University  
861 Bedford Road, Pleasantville, NY

### Attendees

Peter McDonough	Chairperson	Brian Anderson	Vice Chair
Heather DeMatteo	ConEd	William Dingee	WCDES
Danielle Darling	WCOEM	Dennis Delborgo	WCOEM
Joshua Klein	ICL	Matt Warne	NYCDEP
Dan Olmoz	WCOEM	Jennifer Wacha	WCDES
Sade Healy	NYCDEP	Peter Pitocco	WCDES

### Statements by Chairperson

The meeting was held in the Butcher Suite of the Kessel Student Center at Pace University, 861 Bradhurst Ave, Hawthorne, NY and was called to order by Peter McDonough at 9:15 a.m. Members were requested to sign in and introduce themselves.

### Technical Presentations

*Local Emergency Planning Committee Primer – Planning Section Chief Dan Miller, NYSOEM*

*Westchester County Hazardous Materials Emergency Response Annex Briefing – Deputy Commissioner Jennifer Wacha, WCDES*

### Recess

A short recess of 5 minutes was requested and the business portion of the meeting was called to order at 10:40.

### Reports

Chair/Vice Chair Report – Nothing to report

WC-OEM Rep – Nothing to report

WC HazMat Report – Nothing to report

WC Health Dept. Rep – Westchester County Department of Health was not present.

Tier II/LEPC Report – The LEPC held four workgroup meetings and the annual LEPC meeting. The workgroup sessions focused on updating the LEPC bylaws. It was difficult to determine which version of the bylaws were the most current as many had draft written on them and very few were dated. The one that was identified as the most current one were written when the LEPC was still under the Department of Health, and were not in line with current County procedures. The new bylaws were rewritten wholesale.

The workgroup discussed outreach to the 58 fire departments in Westchester County for assistance with identifying possible Tier II facilities and to ensure that they are receiving the appropriate 209u forms. The LEPC requirements dictated under SARA Title III were reviewed to ensure that the LEPC was operating according to those requirements. The workgroup also planned and prepared for the annual meeting.

All Tier II locations were identified and divided up by fire district to be distributed to their respective districts. The information will be given to County GIS in 2018 so that it can be added into a map layer that can be utilized during emergency responses. For the 2016 reporting year there was 350 locations that had filed Tier II reports to the LEPC. Of these locations, 331 had filed using E-plan. Only 15 locations had filed using paper. Additionally there were 13 new filers this year: Altice USA (Cablevision) – Mount Kisco FD, Peekskill FD, and Grasslands FD; Crown Castle – Bedford FD; Durham School Services (2 locations) – White Plains FD; Elcan Industries – Eastchester FD; Fiber Technologies Network LLC – White Plains FD; Hillview Reservoir – Yonkers FD; T-Mobile USA – Yonkers FD; Urnex Brand – Purchase FD; and Verizon Wireless (2 locations) – Eastchester FD, White Plains FD.

### **Old Business**

There was no Old Business at this time.

### **New Business**

Bylaw Adoption – Chair Peter McDonough requested a motion to move to suspend the rules under the current bylaws and consider adoption of new bylaws, to supersede all current bylaws and in doing so, such LEPC members duly appointed, under the existing bylaws will carry over in to their respective positions on an interim basis, until such time as an election may be held. Dennis Delborgo made the motion and Peter Pitocco seconded. A roll call vote was cast and the motion passed unanimously.

### **Election of Officers**

Chair Peter McDonough requested a motion to elect the Vice Chair to preside over the election of the officers. Dennis Delborgo made the motion and Dan Olmoz seconded. A roll call vote was cast and the motion passed unanimously.

Peter McDonough nominated Brian Anderson for LEPC Chair. No other nominations were

made. Dennis Delborgo made the motion for the LEPC to vote to elect Brian Anderson in as LEPC Chair and Peter McDonough seconded. A roll call vote was cast and the motion passed unanimously.

Brian Anderson nominated Peter McDonough for LEPC Vice Chair. No other nominations were made. Dennis Delborgo made the motion for the LEPC to vote to elect Peter McDonough in as LEPC Vice Chair and Dan Olmoz seconded. A roll call vote was cast and the motion passed unanimously.

A nominating committee will be appointed and work to fill any vacant membership seats.

### **Adoption of the County Plan**

Peter McDonough made the motion for the LEPC to adopt the County HazMat plan. Brian Anderson seconded. A roll call vote was cast and the motion passed unanimously.

### **Open Discussion**

A suggestion was made to hold an open discussion before the LEPC conducts the business portion of the meeting.

### **Meeting Close**

Peter McDonough made the motion to adjourn the meeting and was seconded by Dennis Delborgo.

The meeting of the LEPC was adjourned at 10:58 am.

The date for the next LEPC meeting is to be determined.

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