BURKE COUNTY
LEPC MEETING MINUTES
November 7, 2024, 1300
Location: 200 Avery Avenue, Morganton, NC 28655

M◊ Call to Meeting to Order
- 13:00 – Meeting called to order by DM, seconded by PN.

H◊ Approval of meeting minutes from **August 12, 2025**
- Dominic reviewed last meeting minutes.
- Two motions for approval of those minutes passed.

O◊ Introductions
- Introductions were made for all present

Π◊ Emergency Management Updates
- Tier II Update: Starting Jan 2026 begins the 2025 Tier II reporting period. The reporting is 1 year behind. No changes in State or Federal reporting requirements. After review of previous year's reports BCEM is encouraging facilities to ensure they input correct addresses and emergency contacts, GPS coordinates and locations, and ensure relevant plans and maps are included.
- BCEM has been working with BCECC to ensure that all the Tier II reports are added to CAD/Freedom to ensure that the county's responders are able to access facility chemical information quickly during an emergency.
- One the 2024 we had 109 Teir II reporting facilities.

p◊ Presentation - Continuity of Operations Planning (DM)
Definition of a COOP and its purpose. Discussion on the difference from the Emergency Operations Plan (EOP) from the Continuity of Operations Plan (COOP). COOP is there to help with the day to day tasks and how does an organization or county continue to operate day to day operations when an incident occurs. This addresses every thing outside of the response phase of the incident or to the incident. Discussion of the Components of COOP (see slideshow): Program initiation, Identify mission essential functions, Risk Assessment, Business Impact Analysis, Continuity Planning (Practical and actionable items), Training and Education, and Plan Review and Maintenance (Keeping the COOP current and up to date)

6. Training Opportunities
- Discussion of CAMEO/EPLAN tools and their potential usefulness for Fire Departments.
- EM to offer and assist with setting up all subject matter training.
- Burke SAR Exercise 19-22 February

7. New Business
- Reappointments- Those that expire in 2026 need to resubmit application for reappointment

- EOP Committee: A group to review the EOP for the county. Hazmat annex does require the LEPC input for the EOP. This will be a several meeting process to review the HazMat annex of the EOP. No volunteers.

By-Law Committee- Last reviewed in 2020- Seeking to revisit and review the current By-Laws for the LEPC committee. 1 -2 meetings to review and make any membership edits to update the bylaws. Patti Nelson and Alan Glines have volunteered to serve.

8. Member Updates
   - Greenway- Flex route and a micro transit route to provide same day service for movement of individuals. I'm average 2250 individuals are using the Greenway services. The Micro Transit is to help with same day services for shopping, Dr. appointments, incidents.
   - DOT- IMAP (Incident Management and Accident Provision) has been reallocated and the position will post soon with a 5 day posting. Hoping to be operational mid-December. This will be the first time that IMAP will be available in Burke County and they are designed to work and keep the interstate open and address issues as quickly as possible. Also bringing in a traffic management system as well. This will be a tool that will be updated once in place and operational
   - Healthcare Coalition- Mini-Burn class for EMT and greater. Coalition meeting available on Webex and in person at the warehouse.
9. 2026 Schedule Feb 5, May 7, August 6, November 5 at 1300 at either 200 Avery Ave or the new Emergency Services building.
10. Motion to adjourn.
    - Motion seconded. Meeting adjourned 1345.