

“Serving Our Commonwealth”



**2017
KERC/LEPC
Calendar of Events**





"Serving Our Commonwealth"

Program Notes:

- **Module 1: "LEPCs in Kentucky"**
- **Module 2: LEPC Grant Application**
- **Module 3: Emergency Response Planning Guide for EHS Facilities**
- **Module 4: Tier2/EHS Plan Validation Exercise**

Purpose (KERC/LEPC Calendar):

This document is designed to provide LEPC members with a timeline of the grant requirements found in EPCRA, KRS, and KAR. It will also serve as a valuable tool in planning yearly LEPC meetings and exercises. Tentative dates for the bi-monthly KERC meetings have been included. All LEPC Chairs are welcome to attend and encouraged to contact the KERC Program Manager to schedule agenda time for presentations regarding current LEPC events, issues, requests, and general updates of activities.

Target Audience (KERC/LEPC Calendar):

The target audience for this document is any private citizen with an interest in community awareness and emergency preparedness and current members of an LEPC. Specifically, the Chair, the Vice-Chair, the Treasurer, and persons whose role with the LEPC typically includes the responsibility to complete any/all of the following forms and documents:


Annual Certification Letter
Detailed Budget
Grant Application
Grant Ledger

Membership Cover Page
Personal Property Inventory
Public Legal Notice



~ January 2017 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18 	19	20	21
22	23	24	25	26	27	28
29	30	31 Publish "Public (Legal) Notice Advertisement"	No later than January 31st , publish public information on committee activities entitled "Public (Legal) Notice Advertisement." Note: LEPCs must meet at least twice per year (once if no EHSs in the district).			



~February 2017~




Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	No later than February 28th , submit to the KERC a photocopy of the "Public (Legal) Notice Advertisement" published. The name and date of the newspaper must be clearly shown.			

Submit photocopy of published "Public Notice"



~March 2017~




Sun	Mon	Tue	Wed	Thu	Fri	Sat
Facilities must submit by March 1st : 1) Tier2 Reports 2) Facility Annual Certification Letter (FACL) Notes: The FACL must state: 1) There are no changes to the EHS Plan; OR 2) The EHS Plan has been revised and the revisions are included with the FACL			1 Facility Deadline: Tier2 Report and FACL	2	3	4
5	6	7	8	9	10	11
12	13	14	15 	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	



~April 2017~




Sun	Mon	Tue	Wed	Thu	Fri	Sat
No Later than April 1st : 1) Review the EHS Facility Plans and send an ACL to the KYEM AM stating: a) There were no changes; OR b) The plan has been revised and revisions are included with the ACL. 2) Submit Grant Application to KYEM AM 3) Submit documentation of expenditures, including LEPC Bank Ledger						1 
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						



~May 2017~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17 	18	19	20
21	22	23	24	25	26	27
28	29	30	31			



~ June 2017 ~




Sun	Mon	Tue	Wed	Thu	Fri	Sat
No later than June 1ST , submit detailed budget to the KERC or designee, identify how the funds requested on the Grant Application are to be spent.				1 Submit Detailed Budget	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	



~ July 2017 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19 	20	21	22
23	24	25	26	27	28	29
30	31					



~ August 2017 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



~ September 2017 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
No later than <u>September 15th</u> , the KERC will make the grant awards.					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15 KERC makes Grant Award Payments	16
17	18	19	20 	21	22	23
24	25	26	27	28	29	30



~ October 2017 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



~ November 2017 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15 	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		



~ December 2017 ~



Sun	Mon	Tue	Wed	Thu	Fri	Sat
No later than December 1ST , submit to the KERC: 1) Updated membership list and cover page 2) Bylaws, with certification stating: a) There were no changes ; OR b) They have been revised and the revisions are included 3) Personal Property Inventory for all items valued over \$500.00					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Submit: Member list w/ cover page, Bylaws, Property Inventory

Please do not hesitate to contact any of the KYEM Staff if you have any questions:

HAZMAT Program Manager

Danita Farrier

Kentucky Emergency Management

Boone National Guard Center

EOC Suite 209

110 Minuteman Parkway

Frankfort, KY 40601

Office: 502-607-5728

Fax: 502-607-1622

danita.e.farrier.nfg@mail.mil

LEPC Program Coordinator

Connie Estill

Kentucky Emergency Management

Boone National Guard Center

EOC Suite 210

110 Minuteman Parkway

Frankfort, KY 40601

Office: 502-607-5732

Fax: 502-607-1008

connie.g.estill.nfg@mail.mil

tier2kyem@gmail.com

KERC Program Manager

Tiffany R. Sizemore

Kentucky Emergency Management

Boone National Guard Center

EOC Suite 210

110 Minuteman Parkway

Frankfort, KY 40601

Office: 502-607-5770

Fax: 502-607-1008

tiffany.r.sizemore@gmail.com

Extremely Hazardous Substances Planner

Jessica Miller

Kentucky Emergency Management

Boone National Guard Center

EOC Suite 210

110 Minuteman Parkway

Frankfort, KY 40601

Office: 502-607-5726

Fax: 502-607-1008

jessica.l.miller263.nfg@mail.mil