

_____ COUNTY

STRATEGIC PLAN TRANSMITTAL AND LEPC ADMINISTRATIVE REVIEW

Strategic Plan Transmittal

The strategic plan has been prepared in accordance with the requirements established under § 323.61, Wisconsin Statutes, and is ready to be made a part of the County Emergency Operations Plan (EOP) or Emergency Response Plan (ERP) upon Wisconsin Emergency Management (WEM) acceptance.

	Plan Section	Page Number
List pages and sections revised:	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____

Required Elements:

1) Promulgation statement _____

Updated hazard analysis, including:

2) Updated list of planning and Tier II facilities _____

3) Identification of major transportation routes _____

4) List of most common EHS at fixed facilities _____

5) List of most common EHS and Tier II chemicals transported through the County _____

Identification of existing hazmat response capability, including:

6) Identification of emergency response team _____

7) Updated resource list _____

8) Emergency response team procedures _____

Process for maintaining or increasing hazmat emergency response capability, including:

9) Hazmat training program _____

10) Local training efforts listed _____

Attach latest update of the strategic plan (required if applying for hazmat equipment grant)

Local Emergency Planning Committee (LEPC) Administrative Requirements

- 1) The LEPC membership meets the following minimum requirements (attach membership list)
 - a) a chairperson
 - b) a coordinator of information
 - c) representatives of the following groups:
 - i) Group 1 – elected state and local officials
 - ii) Group 2 – law enforcement, civil defense, firefighting, first aid, health, local environmental, hospital, transportation personnel
 - iii) Group 3 – broadcast and print media
 - iv) Group 4 – community groups
 - v) Group 5 – owners and operators of facilities subject to EPCRA requirements
- 2) The LEPC has established rules or by-laws by which the committee functions, including:
 - a) Public notification of committee activities
 - b) Public meetings
 - c) Public comments
 - d) Distribution of the emergency plan
 - e) Procedures for receiving and processing requests from the public for information under U.S.C. 11044
- 3) The LEPC has completed annual publication of the EPCRA Annual Notice of Public Availability required under U.S.C. 11044.

Date and location of publication: _____

COUNTY SIGNATURES

The signatures below certify the information provided on this form and its attachments is true and complete to the best of our knowledge; that the _____ County Strategic Plan has been developed and reviewed in accordance with § 323.61, Wisconsin Statutes; and that the LEPC meets the administrative requirements established under § 323.60 and § 323.61, Wisconsin Statutes, and 42 U.S. Code Chapter 116.

County Local Emergency Planning Committee Chair

Date

Head of County Emergency Management

Date

WEM ACCEPTANCE:

WEM Regional Director

Date

LEPC Membership List Instructions

§ 59.54 (8) (b), Wisconsin Statutes requires that the County Board shall appoint members to the LEPC and submit, annually, a list of the current LEPC members to Wisconsin Emergency Management. Counties should use this form to submit the annual list, and to report any LEPC membership changes.

List the members' names.

1) Select the group the member is representing from this list:

Group 1 – elected state and local officials

Group 2 – law enforcement, civil defense, firefighting, first aid, health, local environmental, hospital, transportation personnel

Group 3 – broadcast and print media

Group 4 – community groups

Group 5 – owners and operators of facilities subject to EPCRA requirements

2) Enter the name of the organization or agency of the member.

3) List each member's appointment date to the LEPC by the County Board or County Executive.

4) Indicate if the member is the LEPC Chair, Vice-Chair, Coordinator of Information, Community Emergency Coordinator or has any other LEPC position (i.e. Secretary).