



WV State Emergency Response Commission (WVSERC)

Meeting Minutes			
February 5, 2025			
Call to Order	10:05am	Adjourned	11:52am
Meeting Called By	GE McCabe Chairman	Location	WV EMD Headquarters 1700 MacCorkle Ave SE Charleston, WV 25314

Attendees (P – Present; A – Absent; C – Present via Conference Call)			
SERC Commission Members			
1	GE McCabe, Chair	P	WV Emergency Management Division (EMD)
2	Roy McCallister, Vice Chair	A	WV Department of Agriculture
3	Nate Meadows	P	WV Department of Environmental Protection
4	Jesse Adkins	C	WV Department of Environmental Protection – Air Quality
5	Scott Eplin	P	WV Department of Transportation
6	Lisa Carpenter	P	WV Public Service Commission
7	Jason Saurino	A	WV State Police
8	Bernard Marshall	A	Chemical Company Representative / Braskem America
9	David Hodges	P	Municipal or Volunteer Fire Department Representative
10	Donnie Haynes	C	WV Department of Health
11	Kenneth Tyree	A	WV State Fire Marshal
11a	Robbie Bailey	P	WV State Fire Marshal Designee

Other Attendees			
	Tony Domingo	P	WV EMD – Preparedness & Response Asst. Chief
	Brent Burger	P	WV EMD – Preparedness & Response - Training
	Heather Fittro	P	WV EMD – Preparedness & Response – SERC/ LEPC/ Tier II Programs

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1. Call to Order/Roll Call – GE McCabe, Chairman

- a. Roll Call
- b. Approval of Minutes from 10/9/2024 SERC Meeting

Motion to Approve Meeting Minutes

Motion –David Hodges Second –Robbie Bailey Motion Approved

2. Report Updates – GE McCabe, Chairman

a. Financial Report – GE McCabe

- i. HMEP account balance- \$489,944.44
- ii. PERG account balance- \$566,067.62
- iii. SERC account balance- \$275,679.72
- iv. LEPC Grant – 26 counties have applied. Of those counties, 18 have submitted reimbursement paperwork for a total of \$51,000. New grant guidance is being finalized. Previous grant cycle’s application acceptance period will close March 1.

b. Training Report – Brent Burger

- i. Battery IQ and Hazmat IQ courses have been scheduled for each region.
- ii. ICS 300 and ICS 400 classes are being held across the state.
- iii. Pipeline Emergency Training is in the planning phase, but details have not been finalized. Those dates will be announced once determined.

Nate Meadows commends EMD’s training section for making multiple training courses available to many different agencies across the state.

c. Tier II Update – Tony Domingo

- i. 126 Tier II issue entries received. 109 of those issues have been resolved. 17 entries are still outstanding and have not yet been completed. The remaining issues are mostly programmatic.
- ii. Exemptions for Tier II – There are two types of exemptions. Exemptions from Reporting and Exemptions from Fees. 62 facilities were listed in Tier II as exempt from fees. 20 of those have already been changed to Not Exempt. It was discussed that some state facilities are reporting annually, and some are not. There are no known state exemptions outside of the federal exemptions as defined in EPCRA. Commissioner Eplin will speak with the Department of Highway (DOH) legal team to determine if they have any documentation reflecting that the DOH is exempt from reporting. We will then investigate other state agencies. SERC discussed the best way to approach facilities that have marked themselves as exempt in HazConnect.

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**Motion to send letters to facilities that have marked themselves as exempt
Motion –Nate Meadows Second –Lisa Carpenter Motion Approved**

3. Old Business- GE McCabe, Chairman

a. LEPC Baseline Requirement Review Subcommittee Update – Heather Fittro

- i. 2024 EPCRA Baseline Requirement submissions were due December 31, 2024. 20 counties have provided all the mandatory paperwork for the SERC to review.
- ii. 2023 EPCRA Baseline Requirement submissions – Upon completion of the subcommittee’s reviews, the SERC sent recommendation letters to 28 LEPCs via US Postal Service on December 5, 2024. Of those 28 counties that were missing information, 23 of them returned the corrections to the SERC.

b. SERC Conference Planning Subcommittee – Tony Domingo

- i. Area liaisons were asked to poll the LEPCs within their regions. It was reported that the majority of LEPC members would like to participate in 2-day SERC Workshops rather than having the traditional 3-4 day annual SERC Conference. LEPCs would like these workshops to be training focused. They have requested assistance with understanding and writing Comprehensive Emergency Response Plans, as well as focusing on EPCRA compliance. Offering northern and southern workshops was suggested to be most effective in getting the maximum county participation.

4. New Business- GE McCabe, Chairman

a. KPEPC 2025 Response Plan Development Fee.

- i. WV Emergency Management Division’s SERC/ LEPC/ Tier II Programs received phone calls from local businesses inquiring if the KPEPC Response Plan Development Fee has replaced the mandatory Tier II filing fee. WV EMD SERC/ LEPC/ Tier II Programs received a copy of the letter that was sent to local businesses from KPEPC. The letter is currently under SERC review.

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b. Emergency Response Plan Template

- i.** LEPC Baseline Requirement Review Subcommittee will work on creating a template that meets the guidelines set forth in EPCRA. It is the intent of the SERC subcommittee to establish a template and make that available to LEPCs.

5. Announcements- GE McCabe, Chairman

Sgt. Anthony Whittington of the WV State Police will be replacing Jason Saurino on the commission.

6. Good of the Order

7. Adjourn

Motion to Adjourn

Motion – David Hodges

Motion Approved

Mission

THE MISSION of the West Virginia State Emergency Response Commission (WVSERC) and Local Emergency Planning Committees (LEPCs) is to implement the Emergency Planning and Community Right to Know Act (EPCRA) and to mitigate effects of a release or spill of natural or man-made hazardous materials through developing response plans, including preparedness, notification and warning, and public protective measures.