

LEPC MEMBERSHIP

Section 301(c) of the federal law stipulates membership of each LEPC shall include, at a minimum, a representative from each of the following groups or organizations:

1. Elected officials: state or local
2. Law Enforcement
3. Firefighting
4. Emergency Management
5. Health
6. Hospital
7. Broadcast/Print Media
8. Transportation
9. Emergency Medical Service
10. Local Environmental Group
11. Community/Service/Civic Group
12. Facility Owners/Operators regulated by SARA Title III
13. Information Coordinator (can be filled by any position)

Members of the LEPC represent a large number of government and private organizations, industries, and occupations in order to provide the expertise to advise on plan development and to offer a “total package” of planning and outreach capability. By law, the LEPC membership must represent a cross section of the jurisdiction in which it resides. The LEPC members shall be nominated by County Commissioners and will be approved by the CEPR.

Additional SARA TITLE III

Brochures Available:

An Overview of SARA Title III	KDEM-S1
The SERC	KDEM-S2
Emergency Response Plan	KDEM-S4
Notification of Substance Release	KDEM-S5
Information Dissemination	KDEM-S6
Enforcement	KDEM-S7



KANSAS EMERGENCY MANAGEMENT

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Local Emergency Planning Committee

SARA TITLE III



**STATE OF KANSAS
DIVISION OF EMERGENCY
MANAGEMENT**

KDEM-S3

THE LOCAL EMERGENCY PLANNING COMMITTEE

Local Emergency Planning Committees (LEPCs) work to understand the hazards in the community, develop emergency plans in case of an accidental release or natural disaster, and look for ways to prevent accidents. The role of LEPCs is to form a partnership between local governments and industries to enhance all-hazards preparedness. The local government is responsible for hazmat planning and response within their jurisdiction. This includes:

- ensuring the local hazard analysis adequately addresses hazmat incidents;
- incorporating planning for hazmat incidents into the local emergency management plan and annexes;
- assessing capabilities and developing hazmat response capability using local resources, mutual aid and contractors;
- training responders; and
- exercising the plan.

Industry must be a part of this planning process to ensure facility plans are compatible with local emergency plans

LEPCs are crucial to local hazardous materials planning and community right-to-know programs. Members of the LEPC represent the various organizations, agencies, departments, facilities, and/or other groups within the district. The membership comes from the local area and should be familiar with factors that affect public safety, the environment, and the economy of the community. In addition to its formal duties, the LEPC serves as a focal point in the community for information and discussions about hazardous substance emergency planning, and health and environmental risks.

LEPC Responsibilities

The major legal responsibilities of LEPCs in Kansas are listed below. The citations are from the EPCRA, Public Law 99-499. Each LEPC:

- Shall review local emergency management plans once a year, or more frequently as circumstances change in the community or as any facility may require.
- Shall make available each MSDS, or TIER II Report, inventory form, and follow-up emergency notice to the general public, during normal working hours at a location designated by the LEPC.



- Shall establish procedures for receiving and processing requests from the public for information including Tier II information.
- Shall receive from each subject facility the name of a facility representative who will participate in the emergency planning process as a facility emergency coordinator.
- Shall be informed by the community emergency coordinator of hazardous chemical releases reported by owners or operators of covered facilities.
- Shall be given follow-up emergency information as soon as practical after a release, which requires the owner/operator to submit a notice.
- Shall receive from the owner or operator of any facility a MSDS for each such chemical

(upon request of the LEPC or fire department), or a list of such chemicals as described.

- Shall, upon request by any person, make available an MSDS to that person.
- Shall receive from the owner or operator of each facility an emergency and hazardous chemical inventory form.
- Shall respond to a request for Tier II information no later than 45 days after the date of receipt of the request.
- May commence a civil action against an owner or operator of a facility for failure to provide information, or for failure to submit Tier II information.

Additional LEPC Responsibilities

- The LEPC shall appoint a Chairperson, an Information Coordinator, and establish bylaws under which the committee shall function (EPCRA, Section 301(c)).
- The LEPC shall notify the CEPR of nominations for changes in the makeup of the committee. **The LEPC members shall be nominated by County Commissioners and will be approved by the CEPR. A current membership list should be sent to the CEPR on an annual basis to be considered "active".**
- The LEPC shall evaluate the need for resources necessary to develop, implement, and exercise the jurisdiction's emergency management plan.
- The LEPC shall annually publish a notice in local newspapers that the emergency management operations plan, MSDS, and inventory forms have been submitted under this section (Section 324(b)).
- The LEPC shall submit the *LEPC Compliance Certification Form* annually by December 31st.