

## Whitfield County LEPC Committee's Scope of Work

### **Emergency Response Committee / Training & Exercise**

This Committee has the responsibility of defining and documenting:

- Emergency Response, Mitigation and Recovery goals/strategies/tactics for all foreseeable hazards identified through a thorough hazards analysis of Whitfield County with consideration given to possible events occurring in other counties that could impact Whitfield County.
- Resources available if an emergency/event requires more resources than are available in Whitfield County.
- Evacuation plans, Transportation, Places of Shelter and Medical Treatment
  - Name
  - Location
  - Contact
  - Capacity
- Notification, Communication, Command procedures
  - All responding agencies
    - Federal
    - State
    - County
    - Municipal
- Consideration of agricultural and domestic pet issues
- Planning and execution of bi-annual LEPC Emergency Operating Plan exercises

### **Finance/Funding Committee**

This committee will work closely with the Executive Committee to identify potential LEPC support. The sub-committee will develop and implement fund raising mechanisms to support designated LEPC sub-committees' budgetary requests.

### **Hazardous Materials/Title III EPCRA Reporting & Plans Review Committee**

This committee is responsible for soliciting and reviewing plans of facilities required to report (according to EPCRA every facility subject to regulation is required to identify and provide the name of a facility "Emergency Coordinator", report the types/quantities of regulated chemicals on the site, providing MSDSs, and permitting local fire departments to inspect their facilities) and ensure that such plans dovetail with the Emergency Response Plan (EOP) maintained by this LEPC as well as response plans of local response agencies within Whitfield County.

### **Industrial Outreach Committee**

This committee is accountable to continually reach out to all Industry in Whitfield County to encourage participation in the Whitfield County LEPC as well as encourage Public/Private partnerships in the sharing of resources and knowledge as it pertains to Emergency Response Planning, Response, Mitigation, and Recovery.

### **Public Relations/Awareness/Outreach Committee**

This committee is formed to write/publish public notices, establish an information retrieval system i.e. information database as well as development and execution of citizen/neighbor outreach programs. This committee will also develop and maintain the Whitfield County LEPC website. This committee will also actively recruit and maintain membership of Media Representatives of Whitfield County Media Sources to the committee.

### **Planning and Resource Committee/By-Laws**

These committees will review/develop/revise the Whitfield County LEPC Emergency Operating Plan (EOP) with input from the work done by the other LEPC committees. This committee will also research the county's emergency response assets and shortfalls, identifying sources of assets (i.e. Red Cross, Salvation Army, etc.) along with the maintenance and updating of a "Resource Inventory" identifying the names, contacts, and capabilities of other volunteer or "in-kind" assistance opportunities.

### **Grants Committee**

This committee may seek out, apply for and accept grant funds on behalf of the LEPC. Such grants will adhere to the purpose of the LEPC and include but are not limited to: promote/enhance public awareness of emergency response activities, provide awareness, training and exercising of emergency response personnel, enhance public alerting, warning and notification and provide equipment for emergency responders for hazardous material and other natural disaster response