1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT
4. MINUTES APPROVAL
   A. Local Emergency Planning Committee (LEPC) - LEPC Meeting - Tuesday February 20th, 2018
5. INFORMATIONAL ITEMS
   A. Informational -- US DOT - PHMAS Central Region - Pipeline Safety
6. ACTION ITEMS
   A. Action Item -- Vice Chairperson Nomination - Joy Hinz's term ends 4/16/18
   B. Action Item -- Adjustment to Bylaws-Article VI to be adjusted in the standing DuPage LEPC bylaws, within Section 5.
   C. Action Item -- Adjustment to Bylaws-Article V to be adjusted in the standing DuPage LEPC bylaws, item (d) quorum.
7. OLD BUSINESS
8. NEW BUSINESS
9. ADJOURNMENT
1. CALL TO ORDER

1:30 PM meeting was called to order by OHSEM Emerg Mgmnt Coord Joseph Rogers at 1:31 PM.

2. ROLL CALL

PRESENT: Eckhoff, Godden (1:38 PM), Hinz, Hronek, Kirts, O'Keefe (1:38 PM), Radzinski, Rogers, Schultz, Tuman

ABSENT: Alexander-Maxie, Fullam, Ulrich

Mr. Nebl, Mr. Lutz, and Mr. Boyle were also present.

3. PUBLIC COMMENT

None

4. MINUTES APPROVAL

A. Local Emergency Planning Committee (LEPC) - LEPC Meeting - Nov 21, 2017 1:30 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Michael Tuman, DOT Asst Co Engr
SECONDER: John Radzinski, Itasca FPD Fire Chief
AYES: Eckhoff, Hinz, Hronek, Kirts, Radzinski, Rogers, Schultz, Tuman

ABSENT: Alexander-Maxie, Fullam, Godden, O'Keefe, Ulrich

5. ACTION ITEMS

A. Action Item -- Adjustment to Bylaws-Article III to be adjusted in the standing DuPage LEPC bylaws, under Full Membership.
RESULT: APPROVED [UNANIMOUS]
MOVER: John Radzinski, Itasca FPD Fire Chief
SECONDER: Grant Eckhoff, District 4
AYES: Eckhoff, Hinz, Hronek, Kirts, Radzinski, Rogers, Schultz, Tuman
ABSENT: Alexander-Maxie, Fullam, Godden, O'Keefe, Ulrich

B. Action Item -- Adjustment to Bylaws-Article IV to be adjusted in the standing DuPage LEPC bylaws, under The Chairperson.

RESULT: APPROVED [UNANIMOUS]
MOVER: John Radzinski, Itasca FPD Fire Chief
SECONDER: Grant Eckhoff, District 4
AYES: Eckhoff, Hinz, Hronek, Kirts, Radzinski, Rogers, Schultz, Tuman
ABSENT: Alexander-Maxie, Fullam, Godden, O'Keefe, Ulrich

C. Action Item -- Adjustment to Bylaws-Article V to be adjusted in the standing DuPage LEPC bylaws, item (d) quorum.

Committee would like those members choosing to call in to be able to vote as long as a quorum is physically present.

RESULT: DEFERRED
Next: 5/15/2018 1:30 PM

D. Action Item -- Adjustment to Bylaws-Article VI to be adjusted in the standing DuPage LEPC bylaws, within Section 5.

Committee would like a clause added giving the chairperson more authority.

RESULT: DEFERRED
Next: 5/15/2018 1:30 PM

E. Action Item -- Adjustment to Bylaws-Article XI to be adjusted in the standing DuPage LEPC bylaws, within Section 3.
RESULT: APPROVED [UNANIMOUS]
MOVER: John Radzinski, Itasca FPD Fire Chief
SECONDER: Grant Eckhoff, District 4
AYES: Eckhoff, Hinz, Hronek, Kirts, Radzinski, Rogers, Schultz, Tuman
ABSENT: Alexander-Maxie, Fullam, Godden, O'Keefe, Ulrich

6. INFORMATIONAL ITEMS
   A. Informational -- Informational-Community Meeting outcome. Meeting was NOT held on February 1, 2018.
      Members Godden and O'Keefe arrived at 1:38 PM.
      A physical meeting with a certain time and place did not need to be identified. LEPC does have to initiate a press release annually though, inviting the general public to attend any LEPC meeting or to visit the DuPage Office of Homeland Security and Emergency Management during business hours, with an appointment.
      So far there have been 120 Tier II reports submitted.
   
   B. Informational -- The previously vacated Hospital Representative position has been filled.
       The position has been filled by primary member Keith Hronek and alternate member Sam Boyle from Northwestern Medicine.
   
   C. Informational -- The Annual Open Meetings Act Training needs to be completed for members and FOIA Training for OHSEM employees.
       OMA should be reviewed by all members. FOIA needs to be completed annually for assigned members of the LEPC as designated by the Chairman.

7. OLD BUSINESS

8. NEW BUSINESS

9. ADJOURNMENT
   1. Motion to Adjourn
      Without objection, the meeting was adjourned at 2:05 PM.
RESULT: APPROVED [UNANIMOUS]
MOVER: Kim Godden, VP Legal/Govt Relations
SECONDER: Brian O'Keefe, News Director WDCB
AYES: Eckhoff, Godden, Hinz, Hronek, Kirts, O'Keefe, Radzinski, Rogers, Schultz, Tuman
ABSENT: Alexander-Maxie, Fullam, Ulrich
2018 Bylaw Adjustment to standing DuPage LEPC bylaws within Article VI – Subcommittees

Object

Section 5. **Membership in Standing Subcommittees.** Any member may volunteer to serve on a standing subcommittee, but are not required. All members must volunteer to serve on at least one standing subcommittee and shall not serve on more than two standing subcommittees. Final membership of the standing subcommittees shall be determined by the Chairperson after consultation with the Executive Subcommittee to ensure that all subcommittees have sufficient resources to carry out their assigned tasks.
2018 Bylaw Adjustment to standing DuPage LEPC bylaws within Article V – Meetings

Object

(d) **QUORUM**

50% +1 of primary or alternate members, each representing one of the 13 required membership categories and at least one being an elected officer, shall represent a quorum for the transaction of Committee business. If all 13 membership groups are not filled, a quorum shall consist of 50% + 1 of the active membership groups. The Chairperson shall notify the SERC immediately of the lack of full membership, and incomplete membership shall not exceed a six-month time frame. Acts of a majority of the quorum shall be valid acts of the Committee, unless the action of a greater number is required by these by-laws. The LEPC may allow phone conference lines (call-in), but this will not count towards a quorum and needs to be arranged prior to the start of the quarterly meeting.