

**Community Engagement Subcommittee Meeting
Local Emergency Planning Committee (LEPC)
September 12, 2024
Meeting Minutes**

Agenda Item	Discussion	Action
Welcome	Roll Call	Quorum: No
Public Comment	None	
III. Business		
A. Follow UP		
1. Brochure	Helen presented a first draft of the brochure. Edits were recommended, and Helen will make those changes. Clarification on the target audience for the brochure will be Tier II facilities/ Industry. As that process and content are developed, another brochure will be designed for the larger community engagement and community right-to-know. Val will provide information on spill reporting and links to the website. Val will provide the LEPC logo.	
2. Website	Tina provided an overview of the website updates. She is still working on the content and page setup, but the new page looks great. She will add FAQs from the Tier II brochure. Val will provide the link for the Tier II reporting portal.	
3. Contact List	Audrey is working on the list. Val will share current LEPC contacts with her so she can identify those who are already participating. This will allow her to continue developing other partners or stakeholders who should be involved. Audrey also suggested partnering with Envision Utah to see if we can do a presentation with them or draft something together to show the positive outcomes of participating in the LEPC. It was suggested that the mayor's office of New Americans be contacted, focusing on the refugee community. If Audrey identifies the group and needs help tracking down contacts, Val offers the assistance of EM personnel. Audrey also suggested a tour of the Magna water	

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	treatment plant, which is currently being updated. Hogle Zoo was also suggested as a possible tour. Additional contacts suggested were those who know and understand the waterways.	
4. Donation	Val covered the donation policy for UFA and requested at least 30 days' notice for donations between \$500 and \$5,000, which would require board approval to get on the agenda.	
B. December Partnership Recognition Holiday Brunch	Discussion was had regarding the December event. The committee feels it would be better to allocate our resources to a larger tier II event. December seems to be saturated with holiday parties. It was suggested that maybe we should have a brunch after the November LEPC meeting.	
C. Approval of meeting minutes 8.8.2024		Audrey Pierce motioned to approve the minutes from 8.8.2024. Tina Brown 2 nd the motion. Motion unanimous.
Next meeting: September 12 th at 3:00 PM		
Adjourn:		The meeting adjourned at 4:10PM