

# REGION V LEPC BYLAWS

## ARTICLE I (NAME)

The Local Emergency Planning Committee (LEPC) for Mutual Aid Region V was designated by the State Chemical Emergency Planning and Response Commission (CEPRC) pursuant to the Superfund Amendments and Reauthorization Act of 1986 (SARA), Title III, coded in Title 42 of the U.S. Government Code, Section 1101 et. seq. Title III is also known as the Emergency Planning and Community Right-to-Know Act of 1986. Region V consists of seven counties:

Fresno County  
Kern County  
Kings County  
Madera County  
Mariposa County  
Merced County  
Tulare County

## ARTICLE II (OBJECT)

The LEPC provides, at a regional level, planning and preparedness for hazardous materials emergencies.

## ARTICLE III (MEMBERSHIP)

Membership of the LEPC is comprised of categories designated and appointed by the Governor. These categories (and their expiration schedules) are as follows:

Expiring June 30 of every even numbered year-

- Administering Agency
- Agriculture
- Community Group
- Environmental
- Fire
- First Aid
- Hospital
- Industry

Expiring June 30 of every odd numbered year-

- Civil Defense
- Elected Official
- Emergency Management
- Health
- Law Enforcement
- Media
- Transportation

No member will serve more than two consecutive terms unless that member receives a 2/3 majority endorsement from voting members of the LEPC. An alternate may be designated for any voting member. Any designated alternate's term of office will coincide with that of the primary member position for that category, even if a full two year term will not be served. If both primary and alternate members are present at a meeting, only one vote may be cast.

Four ad hoc member positions may be created at the discretion of the LEPC. The interest that may represent these positions is left to the discretion of the LEPC, pending approval of the CEPRC.

A list of current membership shall be maintained. Absence from two consecutive regularly scheduled meetings by a member and his alternate will be subject to an attendance review by the LEPC. A member with a third consecutive absence (with no coverage by an alternate) will be recommended for removal from the LEPC. An alternate, also missing three meetings where their representation as a voting member is necessary, will also be recommended for removal from the LEPC.

#### **ARTICLE IV (OFFICES)**

The following are offices of the Region V LEPC:

Chairperson – This elective office will chair all LEPC meetings, represent the Region V LEPC at all CEPRC meetings, and be an ad hoc member of all official subcommittees.

Vice Chairperson – This elective office will stand in for the chairperson on all occasions where the chairperson cannot attend.

Recorder – This appointee is responsible for acquiring, transcribing, and distributing the minutes of all LEPC meetings.

#### **ARTICLE V (MEETINGS)**

The regular meetings of this LEPC will be held on the third Thursday of the last month of the quarter, i.e. March, June, September, December, or as determined to be necessary by the Chairperson. Five voting members (or their alternates) shall constitute a quorum. Any issue requiring a vote shall have the approval of a majority of the voting members present to pass.

**ARTICLE VI (RULES)**

The LEPC will be governed by the current edition of Robert's Rules of Order, and the Bagley-Keen Act.

**ARTICLE VII (SUBCOMMITTEES AND ADVISORY MEMBERS)**

Named standing subcommittees are established by the LEPC as working groups for the accomplishment of specific tasks as deemed necessary by the LEPC. The committees are:

Administrative Agency	Hazardous Materials Team
Community Right-To-Know	Medical Data
Management	Planning
Training	Risk Analysis

The Chairperson shall have the power to establish standing or ad hoc committees as required. Advisory members who have technical expertise will be encouraged to apply for members in appropriate subcommittees, and when approved by the LEPC, will become voting members of that subcommittee. A current list of subcommittee members will be maintained.

**ARTICLE VIII (ADMENDMENTS OF BY-LAWS)**

These by-laws may be amended at any regular meeting of the LEPC by a 2/3 vote, provide that the amendment has been submitted in writing and mailed 15 days prior, to all regular members and alternates.