

Constitution and Bylaws

Piscataquis County Local Emergency Planning Committee (LEPC)

ARTICLE I: TITLE

Section 1: This organization shall be known as the "Piscataquis County Local Emergency Planning Committee"

ARTICLE II: OBJECTIVES

Section 1: The objectives of this committee shall be:

- a) To follow the provisions of and carry out the mandates of that section of Public Law 99-499, "Superfund Amendments and Reauthorization Act of 1986," known as the "Emergency Planning and Community Right-to-Know Act of 1986", commonly referred to as (SARA Title III)
- b) The amendments adopted under Title 37-B, Chapter 13 of the State of Maine Revised Statutes Annotated (MSRA)

Section 2: The mission of the Piscataquis County Local Emergency Planning Committee shall be to pursue Community Preparedness for mitigating loss of life and property arising out of an unforeseen accident or incident as defined in the law. In this regard, it shall be the further duty of the Piscataquis LEPC to engage in the following activities:

- a) Develop and maintain a comprehensive County-Wide Emergency Response Plan which shall include public education of the same
- b) Evaluate County-Wide and facility response plans according to review criteria established or adopted by State Emergency Response Commission (SERC) as authorized under Title 37B MSRA Chapter 13.
- c) Address any deficiencies noted in the response plans subsequent to SERC or LEPC evaluation of that plan
- d) Provide written comments to facilities whose plans have been reviewed, stating that the plan is satisfactory or in what areas it is deficient and said report to be forwarded to SERC. Facilities will have 90 days in which to respond in writing to any deficiencies noted in the report, after which the report and facility response shall be available together for public inspection.
- e) Educate and inform the public of issues and developments surrounding emergency response preparedness in Piscataquis County
- f) Serve as an information repository and clearinghouse for all information specifically identified as public information under SARA Title III and Title 37-B MRSR Chapter 13, including Material Safety Data Sheets (MSDS), SARA Section 313 Tri

- Section 5: It shall be the duty of all LEPC members to exercise extreme confidentiality for all the information received by the LEPC that has received trade secret protection under Title 37-B, Subchapter III-A, Coordination and Administration of Superfund Amendments and Reauthorization Act of 1986, Subsection 805 and 800, Community Right-to-Know trade secrets.
- a) Only individuals authorized under law may receive access to information specifically protected under the trade secret provisions of Title 37-B MRSA Chapter 13 and SARA Title III.
 - b) Any violation of (*Article III Section 5a*) shall result in expulsion from the LEPC. Any member who uses such information for personal gain or shares privileged information with any outside group or agency, as to show a conflict of interest, at the discretion of the Executive Board, their mane shall be submitted to the Attorney General's office for further action.
- Section 6: A member MUST attend at least 60% of the regularly scheduled meetings. A member may not miss more than 3 consecutive meetings without the express permission of the secretary. Members found to be out of compliance with the above shall be notified, in writing by the secretary, of the infraction, unless mitigating circumstances can be identified and found to be satisfactory to the LEPC. Those found to be out of compliance for not reason shall be recommended to the LEPC for termination. The LEPC will vote to terminate or excuse the member(s). Termination upheld by a majority vote will be effective 30 days from date of notice.
- Section 6A: Associate Members: An Associate Member is a person in good Standing with the LEPC Committee and is not required to attend Bi-monthly Meetings, as required by all regular LEPC Members. An Associate member will be informed of all up-dates that occur during the Bi-monthly Meetings.
- Section 7: Should the loss of any member result in a vacancy in any category of representation required by statute, all efforts will be made to secure a person to fill said vacancy as soon as possible.

ARTICLE IV: OFFICES

- Section 1: Offices shall consist of two Co-Chairmen, and a Secretary/Treasurer. These positions will comprise an executive board.
- Section 2: The term of office shall be for one calendar year.
- Section 3: Officers shall be elected by the Membership at which a quorum is present. Nominations shall be made by the membership committee 30 days prior to the annual meeting, and mailed to the membership.
- Section 4: In the event of a vacancy, for whatever reason, the committee shall fill the vacancy at the next regular meeting if possible.

- Section 5: Five (5) members of the Committee at a meeting shall constitute a quorum for the transaction of business. If a quorum is not present, a vote as to call a special meeting at a later date or to adjourn until the next regular meeting can be made by those members present.
- Section 6: When a quorum is not convened, the next called meeting shall be a valid meeting notwithstanding lack of a quorum, and the call shall so inform the members.


ARTICLE VII: RULE OF CONDUCT

- Section 1: The rules contained in Robert's Rules of Order, revised edition" shall govern in all cases to which they are applicable and in which they are not inconsistent with federal and state laws and/or guidelines and these by-laws.


ARTICLE VIII: AMENDMENTS

- Section 1: These by-laws may be amended at any regular meeting by a majority vote of the members present and will be added to the basic by-laws as attached amendments.
- Section 2: Once a year, public notification shall be made via the print media, inviting all interested parties to participate in a general meeting, to be able to discuss the emergency plans of interest and to allow for comments by the general public.

I HEREBY DECLASE THAT THESE BY-LAWS HAVE BEEN ADOPTED OR REVISED BY MAJORITY VOTE ON THIS 11TH DAY OF AUGUST IN THE YEAR OF 2016


ELIZABETH WHEELER
CO-CHAIRPERSON,
PISCATAQUIS
COUNTY LOCAL EMERGENCY
PLANNING COMMITTEE

I HEREBY DECLARE THAT THESE BYLAWS HAVE BEEN REVIED AND/OR REVISED ON THIS 13th DAY OF October IN THE YEAR 2014.


DAVID G. ROBERTS
CO-CHAIRPERSON,
PISCATAQUIS
COUNTY LOCAL EMERGENCY
PLANNING COMMITTEE