



**PICKAWAY COUNTY**  
**LOCAL EMERGENCY PLANNING COMMITTEE**  
160 Island Rd, Circleville, Ohio 43113  
Phone (740) 477-1165 • After-Hours Reporting (740) 474-2716

*Chief Deputy James A. Brown, Jr. – Chairperson*  
*Sgt. Logan Keeton – Vice Chairperson*  
*Tiffany Nash – Information/Emergency Coordinator*

*County Commissioners*  
*Jay Wippel*  
*Harold Henson*  
*Gary Scherer*

**LEPC Meeting Agenda Notes**

Thursday, July 10, 2025 – 9:00 a.m.

**Attendance**

**Members:**

|                                                     |                                                  |                                                         |
|-----------------------------------------------------|--------------------------------------------------|---------------------------------------------------------|
| <input checked="" type="checkbox"/> Spencer Bennett | <input type="checkbox"/> Brian Thompson          | <input checked="" type="checkbox"/> Matthew Hafey       |
| <input type="checkbox"/> Ken McCoy                  | <input type="checkbox"/> Harold Henson           | <input checked="" type="checkbox"/> Tiffany Nash        |
| <input type="checkbox"/> Sheryl McCorkle            | <input checked="" type="checkbox"/> Steve Sabine | <input checked="" type="checkbox"/> Tiffany Singer      |
| <input type="checkbox"/> Andrew Bull                | <input checked="" type="checkbox"/> Scott Rice   | <input type="checkbox"/> Steve Smith                    |
| <input type="checkbox"/> Steven Collins             | <input type="checkbox"/> Kristin McCloud         | <input type="checkbox"/> Marie Wilbanks                 |
| <input checked="" type="checkbox"/> Wayne Congrove  | <input type="checkbox"/> Tiffany Deitch          | <input checked="" type="checkbox"/> James A. Brown, Jr. |
| <input checked="" type="checkbox"/> Shad Caplinger  | <input type="checkbox"/> Mark Adkins             | <input type="checkbox"/> Chad Scott                     |
| <input checked="" type="checkbox"/> Tom Kitchen     | <input type="checkbox"/> Nicholas Romanak        | <input type="checkbox"/> Tadd Sickels                   |
| <input type="checkbox"/> Kyle Miller                | <input checked="" type="checkbox"/> Bill Geddis  | <input type="checkbox"/> Phil Relli                     |
| <input checked="" type="checkbox"/> Logan Keeton    | <input type="checkbox"/> Matthew Fields          | <input type="checkbox"/> Melanie Swisher                |

**Guests/Staff:**

|                            |                                      |
|----------------------------|--------------------------------------|
| Ed Warner, EMA             | Michael Maynard, South Bloomfield PD |
| John Eckelberry, Red Cross | Kristin Khatib, PPG                  |
| Greg Myers, Box 65         | Paul Holcomb, PPG                    |
| Traci Harris, PICCA        | Claire Alexander, PPG                |
| Mike Smith, HEPACO         | Joe Han, HEPACO                      |
| Laura Wright, ODOT         | Nathan Polack, Ohio EPA              |
| Travis Roach, Ohio EMA     | Omar Ponce, PPG                      |

1. Call to Order / Introductions – 9:03am
2. Review & Approval of Previous Meeting Minutes\*  
Motion to approve previous meetings minutes: Chief Bennett  
Second: Lt Caplinger  
Discussion: None

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Result: Pass

3. Announcements – No Announcements this meeting
4. Approval of LEPC Financial Report\*

**Balance**

The Auditor has changed software systems, and we are learning how to use it. Balance appears to be \$19,000 in the LEPC Grant line.

Motion to approve financial report: Sheriff Hafey

Second: Greg Myers

Discussion: None

Result: Passed

**SERC Financial Report**

The Financial Report is due to SERC at the end of the month. In it, we must address our successes and how we are going to use the balance. The group has discussed lithium-ion battery, solar response, hazmat for law enforcement, and a hazmat tech refresher course. Chief Deputy Brown will sign the report. No vote needed.

5. Membership List Update

The two-year update to the membership list is now due. According to the Ohio LEPC Member's Handbook 2021, the terms are August to August of odd numbered years. There is not a limit on the number of members per the Handbook, but it must include at least one representative from the categories listed on page 7. Anyone NOT interested in being a member should notify Director Nash immediately after today's meeting.

The list will be taken to the Commissioners' meeting next week for a formal resolution.

6. Officers

The Chair, Vice Chair, and Secretary positions are up for election for the same two-year term as members. Nominations were taken from previous conversations and the floor.

***Chair***

**Nominations**

- Sgt. Logan Keeton

Motion for Sgt Keeton to be Chair: Lt Caplinger

Second: Sheriff Hafey

Discussion: None

Result: Passed

***Vice Chair***

**Nominations**

- Steve Sabine

Motion for Steve Sabine to be Vice Chair: Sgt Keeton

Second: Tiffany Singer

Discussion: None

Result: Passed

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**Secretary**

**Nominations**

- Tiffany Nash

Motion for Director Nash to be Secretary: Chief Bennett

Second: Steve Sabine

Discussion: None

Result: Passed

7. Reports

**Spill Responses**

- April 16 – Nutrien Ag Fire
- April 24 – Similac and Water from semi rollover accident
- May 2 – Diesel Spill @ Kenmore
- May 6 – Diesel Spill @ St. Rt 23 & Pittsburgh Rd

8 incidents on the calendar year; 10 incidents on the fiscal year

**Compliance**

Ed provided an update on Tier II reports. There are three that the reports went to the State instead of the local jurisdictions. He is getting a copy of those three. All agencies with Tier II obligations has submitted their reports.

**Training**

- ICS 300 next week
- ICS 400 September

Application window is currently open to apply for other ICS/FEMA classes through Ohio EMA (to host here in Pickaway). Courses we are interested in hosting locally include disaster preparedness & survival Train the Trainer, incident management, special event incident management, all-hazards unified command, and public information. If anyone is interested in being a host site or has other training needs, please let Director Nash know.

8. Old Business

**LEPC Application**

We applied to SERC for \$26,350 for this new fiscal year. Director Nash has not received notice on how much we are getting, but the money should be arriving late July/early August per the last letter received. The amount was \$15,000 in contract services, \$2,000 for supplies, and \$9,350 in training (Hazmat for Law Enforcement, Lithium-ion battery, annual Tech Refresher).

9. New Business

**HMEP Grant Application**

The HMEP grant application came open. It is specifically for hazmat training. EMA submitted a grant application for four different projects:

1. \$2,850.00 for Hazmat for Law Enforcement x2
2. \$3,250.00 for Detection & Air Monitoring course
3. \$6,819.07 for training air detector & corresponding equipment

This grant has a 20% in-kind match. Applications are currently under review.

There is interest in getting operational air detectors, but is not covered under this grant.

**HAZMAT Plan**

The Hazmat Plan is currently under review. It will be brought to the October LEPC meeting to vote on

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with the SERC packet due to the State by October 17<sup>th</sup>. In the future, the hope is to back this approval timeline up, so it is not last minute.

Assistance will be needed from the members and first responders to ensure the plan is accurate and appropriate.

**LEPC Exercise**

Director Nash shared that it is the beginning of the LEPC four-year exercise cycle. Exercises need to be completed by June 2026.

The group decided to go ahead and do the full scale this year and get it out of the way. Chief Maynard offered to do it in South Bloomfield. The group decided to do something with Route 23.

Mr. Eckelberry would like us to exercise the Red Cross with feeding and/or sheltering due to all the restructuring changes that have recently occurred.

**10. Round Table Discussion**

**Red Cross**

Went from region of 5 chapters to 4. Pickaway is now in the Central Ohio Region not the Southeast Region. Mr. Eckelberry and Janet Litler are the POCs. Emily Hesselbein is over Janet and is in Columbus. Mr. Eckelberry advised the group to call Red Cross early to get the process started. He shared that it is easier to stage if they have as much notice as possible.

**ODOT District 6 – OTIM Coordinator**

Ms. Laura Wright is new to the group but wanted to introduce herself. She works in Traffic Incident Management at ODOT, which helps to prevent secondary crashes. There is free training available through the Ohio Traffic Incident Management (OTIM) with EMS and fire hours. Currently, there are no CPT hours. This class can be requested at: <https://www.transportation.ohio.gov/programs/otim> (Click “Training for Responders” and then click “Request In-Person Training”).

She also has access to different grant opportunities. She can apply for funding to install cameras. The group discussed traffic patterns on 23 and studies that are going to be done on different roads in the county. Ms. Wright stated that the data from these studies are good to put in justification and narratives for grants.

**Sheriff's Office**

Sheriff Hafey shared that there is a Marathon Pipeline Training (virtual) – August 7<sup>th</sup> at 1:30 Central Time. The link to RSVP can be found here: <https://mplemergencyrespondertraining.com/rsvp/>

**11. Meeting Adjournment at 9:40am\***

Motion: Mr. Sabine  
Second: Sheriff Hafey  
Discussion: None  
Result: Pass

**2025 Meetings – all at 9:00am**

- Thursday, January 9, 2025
- Thursday, April 10, 2025
- Thursday, July 10, 2025
- Thursday, October 9, 2025 – Invitation coming soon with a location change.