



ROSTER

Indiana Emergency Response Commission
January 2024



LEPCs must comply with Indiana Codes, 4-2-7-3, 13-25-1-6, 13-25-2-5, 13-25-2-10.6(b), 13-25-2-10.7 and 13-25-2-14 to receive funding. To meet funding and IERC requirements, the following documents/information must be submitted annually through the LEPC online reporting system at

<https://on.in.gov/lepc-reports>.



DUE DATE

- Due April 30.
- Rosters must be updated to reflect current memberships (minimum of 12 members) in the TIER II online reporting system.
- LEPC must votes to approve roster before it is submitted on TIER II.
- Membership must include a representative from:

1. Law enforcement
2. Emergency Medical Service
3. Hospitals
4. Industry
5. Fire department
6. Health
7. Community groups
8. Transportation
9. Local government
10. Media
11. Environmental
12. Emergency management



QUORUM REQUIREMENTS

- An LEPC that has just the 12 different categories needs at least a minimum of six (6) people in person at meetings with at least one (1) person virtual to meet quorum.
- If an LEPC has more than 12 members listed on its roster, then it needs to name at least 12 primary members and set the rest as proxies to make a quorum easier.



PROXIES

- Proxies can be changed at least a week prior to the meeting.
- Changes can be made up to 24 hours prior to a meeting, but a LEPC program manager must be notified.



QUORUM REQUIREMENTS

- Every category must be filled with an actual person.



If you have any questions, please email:

Jackie Pulley at jpulley@dhs.in.gov

or

Melissa Amerman at mamerman@dhs.in.gov

THE END

