



Dallas County LEPC Yearly Planning Cycle

Month		ACTIVITIES	LEPC MEETINGS
JANUARY	Reporting Period January 1 st -March 1 st	Notification Letter/Response Template 1 st week of January	
FEBRUARY			1 st meeting LEPC
MARCH			
APRIL	Individual Meetings with Cities 2 nd week of April- June 30 th	Review of Plans March 1 st - April 30 th	2 nd meeting LEPC Membership Update
MAY		Notification to Facilities that have not Submitted plan 1 st week of May	
JUNE			
JULY			
AUGUST		Tabletop Exercises with Facilities and Cities June 1 st – September 30 th	3 rd Meeting LEPC
SEPTEMBER			
OCTOBER			
NOVEMBER			4 th Meeting LEPC End of Year Review Last meeting of the Year
DECEMBER			

ALL DATES ARE SUBJECT TO CHANGE

Activity	Description
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Reporting Period	The time period for Facilities in the State of Texas to submit their reports to TCEQ. Tier II reporting is required for any facility that stores hazardous chemical(s) that meet or exceed chemical thresholds at any one time.
Individual Meetings with Cities	The LEPC will set up individual meetings with all the Cities in Dallas County that have reporting facilities to provide them with TIER II reports and discuss concerns, best practices, etc.
Notification Letter/Response Template	All Facilities that have reported in the last year will receive a notification letter and a response plan template with emergency contacts so that they may update their plans before the March 1 st submission deadline.
Review Of Plans	The LEPC will review plans that are submitted.
Notification To Facilities (Not Submitted Plan)	The LEPC will notify Facilities that have not submitted a plan to submit current plan.
Tabletop Exercises With Facilities And Cities	This is the allotted time period that LEPC will coordinate and facilitate tabletop exercises.

For more information contact Dallas County LEPC Chair: Denisse.Martinez@dallascounty.org