

**Darke County LEPC Minutes
December 21, 2010**

This meeting of the Board Members of the Darke County LEPC was called to order at the office of Darke County Office of Homeland Security & Emergency Management at 10:05 am by Chairman Mike Rhoades. Mindy Saylor took roll call. The minutes of September 21, 2010 meeting were presented for review. Lynne Gump made a motion to accept the minutes, Tim Gade 2nd the motion, all in favor, motion passed, minutes accepted.

Treasurer's report:

- Treasurer Mark Wolf presented this report. Balance as of November 30, 2010 was \$48,778.44. Each member was given a detailed print out of the LEPC fund. It was noted that the 2011 budget had been completed and approved. Jim Schaar made a motion to accept the treasurer's report, Pam Garland 2nd that motion, all in favor, motion passed, and Treasurer's report accepted.

Coordinator's report: Rick Lee

- HazMat training attached
- Still working with the HazMat team to re-organize and complete inventory.

Melody's Report:

- **SARAIII/SERC Filing:** No Activity
- **Compliance:** As of November 2010, all facilities within the data base are in compliance with SERC/LEPC reporting requirements. A site inspection (involving Greenville City FD, the State Fire Marshal, EMA, and LEPC) and a third step enforcement letter (with cc: to Prosecuting Attorney, OEPA DAPC) was required to bring one facility into compliance. Also collected back-fees associated with compliance failures at this site.
- Non-HMEP Site Visits/Inspections
No Activity
- HMEP Inspections/Special Grant
During the period of July 27, 2010 to September 9, 2010 Darke County LEPC participated in the 17th Year HMEP Inspection Reimbursement Grant. As part of the program Darke County LEPC inspected 6 facilities for a total reimbursement of \$1,800.00.
Facilities inspected included: Garber Ag Freight, Dill Oil, Ferrell Gas, U.C. Non-Ferrous, Witt Plastics/KPA, and Production Paint Finishers. These facilities were chosen either due to inconsistent filing or inventory discrepancies.
Following the inspections, a "Chemical Hazard Analysis Profile" was completed for each facility. This profile along with a copy of the questionnaire titled "State Emergency Response Hazard Analysis and Risk Assessment"; a copy of the facilities CAMEO information, and the LEPC actual cost analysis was forwarded to the State for reimbursement. These documents along with a cost/reimbursement spreadsheet were mailed to OEPA on September 28, 2010.
- HEMP Grant (General- Not Special)
On September 23, 2010, a HMEP Grant Work plan was completed for submission to the State.
On September 30, 2010, I assisted in the completion of the half year HMEP Reimbursement report to be submitted to State.
- County Plan
Each year on or before October 17th, LEPC must submit LEPC Haz Mat Plans (i.e. Annex O – Hazardous Material Plan) for this year, and last year as well, a "No Change" letter was submitted. An LEPC can be used no more than 3 consecutive years.
Therefore, the process of reviewing and revising Annex O – Hazardous Materials Contingency Plan has begun. There will be a comprehensive re-write of the plan. Once finished, it will be presented to the LEPC for approval. Following approval a revised Resolution/Promulgation will be developed and signed. Once signed, the plan will be forwarded to SERC for review and approval/concurrence.
- Accidental Releases/Spill Reports
None Reported
- Public Information Requests
One request received for Public Information: property located at 1325 Benden Way.
- Training/Seminars/Conferences Attended
On September 23, 2010, I attended Emergency Operations Plan (EOP) training – OH-235, here at the EMA office.
On 11/5&6/2010, attended the 11th Annual Ohio HazMat Teams Conference in Solon, Ohio
- Shelter In-Place Initiative
LEPC and EMA are in the process of developing of a Shelter In-Place video/CD. An outline has been developed of the video/CD content. The script has been partially developed and a "host" family has been selected. We are now waiting for a "shoot" date.

- EMA/LEPC Training & Exercise:

- **Exercise:**

No exercises currently scheduled. However, we will be getting the Exercise Committee together again to start working on a plan for this years exercise (tentative time frame = late April early May).

Additionally, open items still exists from the May 22, 2010 Table Top that need to be addressed. Agencies with open items include DC Fire Chiefs Association, DC Haz Mat Coordinator, DC 911 Dispatch, and DC EMA/LEPC. The open items should be revisited and closure plans implemented.

- **Training:**

There has been no further activity in the development/implementation of the Training and Education Committee. Last update indicated we were waiting on confirmation of participants from representatives from OSU Extension and the Sheriff's Dept.

- Partnering & Public Out Reach

- Assisted Greenville PD in the respiratory protection process. Worked with Dr. Kathman on development of a modified medical questionnaire. Medical Questionnaires were compiled and forwarded to GPD. Medical clearance (due in October) will be the responsibility of Dr. Kathman.

- Worked with the Darke County Solid Waste District in the contract review process for RFPs received for the HHHW Program, Additionally, assisted/attended HHHW Event held on 10/23/10.

- Partnered with American Red Cross in conducting a Preparedness walk. On 09/14/10 participated in Preparedness walk.

- Partnering with HazMat Advisory Committee in reviewing the status of the HazMat Team, specific to team typing. Includes review of past inventory and comparing to State TAC typing Equipment List.

- Meetings

- Attended monthly Safety Council Meetings.

- 10/7/10 Attended the HazMat Advisory Meeting.

Old Business:

- ByLaws & Training Committees have not met yet. Rick Lee stated the year had gone faster than anticipated but will work on getting that scheduled the first of 2011.

- Narrowbanding – A question was posed about the effect on NOAA Weather Radios but Tim Gade. Rick Lee stated he would investigate this.

New Business:

- Changes have been made in the application process for HMEP Grant. The SFY2011 grant year required that projects be identified in order to receive funding. We have not heard back on the award amount.

- 2011 Meeting Schedule – Per the By-laws, 2011 is an Organizational year which requires the board to meet in July to elect officers. Mindy posed the question to those present if we wanted to meet in June for the regular meeting and July for the Organizational or skip the June meeting and do all business in July. After discussion Pam Garland made a motion to skip the June 2011 meeting, Cheryl Batten 2nd, all members agreed, motion passed.

- Pam Garland asked if the board members could receive a list of acronyms.

Citizen Corps - Melody Lucas

- CERT members continue to meeting monthly.

- In process of procuring equipment for CERT Team to be paid out of CC Grant.

- CERT 20 hour course was held in September (September 18, 25th, and October 2). Six Citizens attended the training and have sign necessary paperwork to become EMA volunteers. EMA now has a total of 22 certified and registered volunteers in the CERT program.

- OEMA has taken over the administration of Citizen Corp Programs. Previously the Ohio Community Service Council filled this role. The State is in the process of reviewing the program status. Additionally, on a Federal level, re-registration of County programs will be required. The initial date to re-register was December 6, 2010, however, that date has been postponed to a later date TBD

MRC – Dennis Wein

- School Nurse Group has met twice since September meeting.

- MRC Group met once.

Members Comments:

- Roger VanFrank, Park District – Thanked everyone for the card, stated Park District events have high attendance, a new area will opening this spring and they will continue to use their website to post events and information.

- Jim Schaar, Linda at Solid Waste District has resigned. They are seeking a part-time employee. Household Hazardous Waste Collection went very well. A Christmas tree recycling event will be held in combination with the Park District.

- Jim Crawford, Ohio EPA – The mercury collection program has been suspended. It could be reinstated but possibly as a pay program.
- Leroy Murphy, Whirlpool is very busy.
- Tammy Beanblossom, Wayne Health Care has opened the new ICU and Women's Center.
- Sherry Hathaway, JFS has had the TANF (Temporary Assistance for Needy Families) fund put on hold
- Dennis Wein, Health Department held a 5 week MARCS Exercise, School Communications Exercise in November and a HEP A Exercise. All went well.
- Tim Gade, Gade Nursing Home has a respite stay program available. He suggested the county look at doing a Search & Rescue Drill in combination with Gade's and the Brethren's Home because of their proximity to area parks dealing with a resident wondering off.
- Jeff Whetstone from ODOT has taken Scott Brewer's position. He stated that this has been a very busy December. They have been out 13 times and spend \$400,000 per month in manpower. The salt supply is ok but the funds to purchase may be an issue.
- Justin Petrosino, OSU Extension – Has been in his position for 5 months. They have Pesticide application training on 3/1/11. Awaiting changes from the Clean Water Act and Manure Management.
- Pam Gibson, Ohio EMA – There is a new planner at Ohio EMA available to assist with the HazMat Planning.
- Cheryl Batten, BASF is still on a 5 day production with occasional weekend. They have added 5 new employees (2 transfers and 3 new) A new Operations Manager will start on 1/4/11 coming from the New Jersey facility that closed. Globally BASF had a record year. They have training 85 of 123 in HazMat Technician and 30 in Confined Space. Will be conducting a tabletop exercise in security excursion.
- Pam Garland – GTS has an increase in riders by 20% with a 75% increase for the rides provided to the fair. All 2011 grants have been approved.
- Lynne Gump, Red Cross will be introducing a Hands Only CPR 30 minute training. This is a supplemental piece not intended for medical personnel and is a lecture, question and answer setting.
- Mark Dotson, Greenville Twp Rescue has seen an increase in runs. They are continuing their car seat checks and can be done by appointment.
- Mindy Saylor, EMA – Currently working with Arcanum Schools to select their tornado shelter areas. Did have our schools shelter in October during a tornado warning. Followed up with that by attending the Superintendent's meeting. Beginning working on the Homeland Security Inventory and will be contacting those that have received equipment.
- Mark Wolf, Greenville Fire is continuing with all the training and equipment requirements. Will be receiving a new Pumper with a 75 foot aerial ladder mostly paid for from the Assistance to Firefighters FEMA grant. The HazMat team had training on tank farms ending the cycle of training for issues like Ethanol. Now the focus will be Railcars for 2011. The plan is for the County Team to be verified as a Type III by October 2011. Switched over to the one-call system for notification which will be sent out by the Sheriff's Office Dispatch. Currently they are working on some procedural updates and have split the team into 3 squads to do the monthly equipment checks.
- Mike Rhoades, Commissioner's are attempting to finalize 2011 Budgets and have had to make some adjustments in order to meet a county Judge's demands. Sales tax is doing ok but they are still repaying an overpayment to the state. In 10 years the local funds received from the state have went from 1 million to 300,000. Commissioner's have decided that if the modified level 3 is used their policy will be, if the City is exempt from the level 3, all county offices will be open.

Meeting adjourned.

Rick Lee

Mindy Saylor