

**Darke County LEPC Minutes
September 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 10:03 am by Secretary Jim Schaar. Mindy Saylor took roll call. The minutes of June 15, 2010 meeting were presented for review. Leroy Murphy made a motion to accept the minutes, Cheryl Batten 2nd the motion, all in favor, motion passed, minutes accepted.

Treasurer's report:

- Mindy Saylor presented in the absence of Treasurer Mark Wolf. Balance as of August 31, 2010 was \$65,277.55. It was noted the SERC Grant for SFY 2011 was received in the amount of \$23,734.00. Each member was given a detailed print out of the LEPC fund. Steve Wenning made a motion to accept the treasurer's report, Lt. Scot Ross 2nd that motion, all in favor, motion passed, and Treasurer's report accepted.

Coordinator's report: Rick Lee

- HazMat training attached
- Attended the annual SERC conference in Columbus August 11th and 12th with Mindy and Melody.
- Darke County received the 16th Year LEPC Recognition Award; Only 19 County's within the State received the award all 16 years. 14 County's dropped off the list this year.
- Melody, Mindy and myself attended various breakout sessions some good some not so good.

Learned that the State will make available their Ohio Department of Transportation air craft if needed for Damage Assessment or other large incidents. Training and Grant resources available through Findlay University using the Rural Domestic Preparedness Consortium funding. Presentation by Auglaize County on conducting a Commodity Flow Study.

Hazmat:

- The Darke County Hazmat Team has completed the reorganization process.
- Both Hazmat trailers have been inventoried and missing components identified and replaced.
- All entry suits have been tested, 3 of 6 failed and were replaced with LEPC funds.
- All air packs were tested and passed.
- Currently setting up the lap top computer with county data.
- Reviewing current member status and recruiting new team members.
- The executive committee met and approved \$3,000 for a County Hazmat training using Fire & Safety Specialists, Inc. on October 23rd, 2010 dealing with tank farm issues combined with foam training.
- Annual State Hazmat Conference in Solon Ohio November 16th currently 2 are signed up to attend.

LEPC Compliance:

- Attended 5 site visits, Non-Ferrous, Klockner Penaplas (Witt), Production Paint, Garber Ag Freight, and Dill Oil.
 - Note: I believe that we need to take a look at the by-laws when dealing with enforcement issues. Currently it is a as needed committee, I would like to explore the option of a standing 2 year committee due to possible time delays in forming a committee and the required actions. Melody is doing a great job on the compliance portion of her job.

Upcoming Events:

- County Household Waste collection by Solid Waste District, Oct 23rd. Greenville City will be supplying help from the on duty shift due to the County Hazmat training being the same day.

Start planning for this years' required exercise, the plan is to use the same exercise planning team as last year and to do a functional exercise expanding the scenario from last year's exercise.

Continuing to plan and conduct county Hazmat Awareness, Operations and Technician Classes throughout the County. Just completed an Ops and Tech refresher at Pitsburg FD and a Confined Space is scheduled for Oct 17th also at Pitsburg FD.

An Alternative Vehicle Fuel class is scheduled for November 20th at Arcanum FD, Taught through Cleveland State. Paid for by a PUCO grant. PUCO is only funding 25 throughout the state.

DC Hazmat Team will be at the 5th annual EMT and Fire Fighter Farm Safety Day put on by the Versailles FFA. They will set up the Decon trailer and also demonstrating Mass Decon. Training for both the Hazmat Team and a current FF Level 1 class.

I will be meeting with Miami County EMA on possible future joint LEPC Exercises.

Training committee update: A list of names has been developed and all have been contacted. Still waiting on one to confirm. Plan to hold first meeting in October.

Melody's Report:

SERC Reporting -

SARAI/III/SERC Filing: Data input of SARA III filing for report year 2009, filing year 2010, has been completed. A copy of CAMEO data was made and forward to Jeff Beattie, OEPA.

Compliance: Phone calls were made to the two outstanding EHS facilities previously reported, (Witt Plastics and UTC [AKA Sprint, Greenville]) and as a result they have returned to full compliance; the 4 outstanding HC facilities that had not reported (Adam Hollinger, D.L. Winners, Garber Ag Freight, and Timmerman Truss) received reminder letters and/or an inspection. During this process, it was discovered that Timmerman Truss was out of business. The other facilities have returned to compliance.

Data Base: The CAMEO data base contains 166 facilities; 28 EHS, 8 Government EHS, Exempt, 63 non-EHS facilities, 67 Negative/Exempt/Government non-EHS (excluding schools).

First Time Filer Program: Darke County LEPC is once again participating in the States First Time Filer Program. On June 1, 2010, a letter listing the first time filers in Darke County was submitted to Jeff Beattie, OEPA. There were 19 first time filers this year, 11 of which were of negative status.

SERC LEPC Compliance Report: The annual SERC Compliance Report (July 1, 2009 thru June 30, 2010) has been completed and was forwarded to OEPA on June 30, 2010.

HMEP Inspections/Grant

Darke County LEPC will be participating in the 17th Year HMEP Inspection Reimbursement Grant. As part of the program Darke County LEPC has been approved for the inspection of 6 facilities for a total reimbursement of \$1,800.00. Inspection will be completed during the period from 7/27/10 and 9/8/10.

Facilities to be inspected include: Garber Ag Freight, Dill Oil, Ferrell Gas, U.C. Non-Ferrous, Witt Plastics/KPA, and Production Paint Finishers. These facilities have been listed either due to inconsistent filing or inventory discrepancies. Prior to the inspection confirmation letters along with the State questionnaire are forwarded to the facility for completion.

Following an inspection, a "Chemical Hazard Analysis Profile" is completed. 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 will be forwarded to the State for reimbursement.

The guidelines have changed for this grant year. As opposed to getting a "set amount" for reimbursement as in the past, participating LEPCs must provide the cost associated with doing an inspection (not new) and must now have a 20% local match similar to the HMEP planning and training portion of the grant. Most likely the match portion will be in the administrative, personnel, and travel cost associated with the inspection.

Accidental Releases/Spill Reports

June 8, 2010, there was a natural gas leak in New Madison, Ohio. Release was estimate at < the RQ.

On June 14, 2010, a release report dated 6/6/10 was received from Arcanum FD. The report indicated a release of at 104 E. South St. The amount of the release was estimated at 5 gallons.

On June 28, 2010, a phone call was made to Cindy Stanwick, OEPA DERR-ER to request a copy of reported spills during SFY 7/1/09-6/30/10. According to the report 14 reports were filed with the state. Of the 14 reports, we received notification/reports on 5 of the 14 = 37.7% reporting/notification compliance (4 were < RQ, so technically not required).

Training/Seminars/Conferences Attended

On June 16, 2010, attended Damage Assessment Training at Darke County EMA.

August 11 thru 12th, attended the SERC/LEPC Conference in Columbus. As a result of the Hazard Analysis session attended, our Chemical Hazard Analysis Profile has been revised to align with state process. Additionally, having met all requirements, we received our recognition award for the 16th year. Only 19 counties have received the award all 16 years.

EMA/LEPC Training & Exercise Conducted/Planned:

On July 13, 2010 reviewed the draft "After Action Report" provided by Pam Gibson OEMA.

On July 15, attended the After Action Conference held from 13:00-1500 here at the EMA Office. Received SERC Concurrence/Passed. Must follow improvement plan: Review capabilities based planning, update HM check lists, and communicate at Fire Chiefs meeting

On July 23, 2010, reviewed TTX "Improvement Plan" from May 22, 2010 exercise, provided by Pam Gibson, OEMA. The plan was finalized and forwarded to stakeholders on 8/18/10.

Public Out Reach/Partnering

- Assisted DC Sheriff in the respiratory protection process. Medical Questionnaires were completed by the SRT, and medical clearance was given by Dr. Kathman. Fit Testing was conducted on 11 SRT Members.
- On June 8, 2010, EMA/LEPC attended the Andersons Marathon Ethanol Plants Safety Day.
- Backup of CAMEO files were provided to Greenville City Fire to populate DC HazMat Team computer.
- Participated in staffing booth at DC Fair.

- On August 28, 2010, participated in Clark County's LEPC Exercise as a SimCell operator.
- We participated in Preparedness Walk scheduled for Sept 14, 2010.

Meetings

- Attended monthly Safety Council Meetings.
- 8/5/10 Attending the HazMat Advisory Meeting.

An LEPC Tracking sheet has been developed to make it easier to track information and requested occurring throughout the year. This information will make it easier and more efficient to complete and submitted the SERC County LEPC Compliance Report.

On December 12, 2009, requested Revenue List from the State which was received on December 28, 2009. Was received it was compared to internal records indicating payment. There were 9 facilities that were not on the revenue list but are on file in CAMEO (of which some have included copies of checks and fee worksheet), and there were 5 facilities on the list that were either not in CAMEO or were negative filers and therefore not required to pay. The State list has not been updated/audited well (ie name changes etc) therefore there is no way to be absolutely certain if facilities did not pay. As a corrective action, facilities will continue to be requested to send a copy of the fee worksheet and the check to help fix this gap in the reporting process.

Two mass mailings were conducted (170 each); one for reporting reminder and one for notification of LEPC Workshop. The mailing list was compiled using CAMEO data and the Chamber of Commerce Business Listing. These mailings generated a lot of phone call from potential filers as well as current filers. Additionally, media releases were generated for both activities.

On January 28, 2009, an LEPC Workshop was conducted. There were 25 people in attendance. Additionally, at their request, this material was shared with Hamilton and Clark counties.

2009 CAMEO database information is being cross referenced with individual fire department information. Following the sanitation of the data, master CDs will be generated and distributed to each Fire Department.

Receipt of SARA III filing for report year 2009; filing year 2010 has begun. February months end, reporting summary: 98 facilities have reported, 14 of which are new (5 HC; 9 Negative). It is estimated that there are 62 outstanding reporting facilities.

Non-HMEP Site Visits/Inspections

On February 19, 2010, I conducted a site visit of Creative Cabinets, Arcanum facility. The purpose of the visit was to assist in determining the reporting status of the facility and to assist with associated reporting forms.

Public Information Requests

Two requests for information were received from PSI Engineering in support of their Phase I activities for properties located in Ansonia and New Madison.

Training/Seminars/Conferences Attended

- Completed independent study (IS-120A, and IS-130) in preparation of HSEEP L-146 Class.
- February 16-18 Attended Homeland Security Exercise Evaluation Program (HSEEP) training at OEMA office in Columbus.
- On February 20, 2010, attended Amateur Radio Tech Class

EMA/LEPC Training Conducted/Planned:

Currently in the process of planning and exercise on May 22, 2010. As part of the planning process, an Exercise Design Team has been established. Members of the team include: Chief Butts, Greenville PD, Shawn Brandenburg, Greenville City FD/HazMat, Cheryl Batten, BASF, Mark Dotson, Greenville Area Rescue, and Heather Garbig, The Andersons.

An "Initial Planning" meeting has been scheduled for March 11th at 1:00PM.

Public Out Reach/Partnering

- Continue partnering in support of Citizen Corps (Volunteer Network, and CERT). ARC, HandsOn, RSVP, Health Dept, United Way
- Coroners Office – transfer of expired cartridges
- Greenville PD on Fit Testing – Scheduled for 3/12/10.
- RSVP – Stuff enveloped for mailings.
- Sent Chief Wolf copy of VRC Plan as requested for City planning reference.

Old Business:

- ByLaws & Training Committees have not met yet. Will be scheduling them in October.
- Narrowbanding – Expected total funds needed just for first responders in the county will be around \$200,000.

New Business:

- September is National Preparedness Month. Preparedness Walk was done on 9/14 with Red Cross. Volunteers delivered 1,000 bags of preparedness information. Red Cross will be taking additional bags to Lowes Safety Days and the Senior Health Fair.
- EMA has started a Facebook page.

Citizen Corps - Melody Lucas

- MOU still pending between EMA and HandsOn regarding staffing of VRC
- 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 to be held in September (September 18, 25th, and October 2)
- On June 5, 2010, a recognition cookout was held for CERT members. Members received an appreciation plaque.
- On June 8, 2010, Darke County CERT were placed on Standby following the tornado in Wood Co/ Lake TWP. Ohio
- Several CERT members attended the Damage Assessment training on June 17, 2010.
- On August 3, 2010, CERT members attended the National Night Out event in Troy, Ohio.

MRC – Dennis Wein

- MRC helped staff fair display and first aid tent.
- Members are participating in the Alzheimer's Walk.

Members Comments:

- Cheryl Batten, BASF completed the upgrade to Warehouse C which included the sprinkler system. The Global EHS Audit was completed in July with some areas of improvement. One more 40 hour hazmat class is scheduled for 2010 and once complete all associates will be covered. Additional Confined Space training will be conducted which will bring the number of trained associates to 30. Have had some hiring and are still on a five day schedule.
- Jerry McEldowney, Midmark is having a strong 4th quarter and are seeing some hiring of both salaried and production positions. The company celebrated 95 years in business in September. Wellness Center is complete and staffs an Occupational Nurse. Midmark is now the majority owner of a facility in Mumbai India increasing their global presence which also includes France.
- Lynne Gump, Red Cross has improved how companies can manage their Health & Safety training and also has launched a new site for Serviceman and their families. They again will be hosting Hayrides the last 4 Saturdays in October. A regional tabletop exercise will be held in January with Preble and Randolph County Indiana.
- Mindy Saylor, EMA partnered with Red Cross for the Preparedness Walk and would like to thank Lynne, her volunteer and Cheryl Batten for making is successful.
- Dennis Wein, Health Department has scheduled flu clinics for 9/23 & 9/30 and also on 10/7. Adult price is \$20 and kid \$10. Commissioners are looking at completing a Health Risk Assessment.
- Tammy Beanblossom, Wayne Health Care is still under construction but is on schedule. They participated in an exercise with Family Health and the Andersons. In the past there have been communication issues so Wayne Hospital purchased radio equipment which worked well in the exercise.
- Phillip Miller, Whirlpool began hiring associates in May and are up to around 925 employees. In the beginning planning stage for a 10,000 sq ft addition for the paint department.
- Leroy Murphy, Whirlpool informed us that additional Confined Space training has been scheduled.
- Dale Farmer, EPA stated that the Mercury Exchange that was originally hosted in Darke County still remains the highest of any that they have had. Some concern over the programs longevity as Bowling Green's representative has retired and it's not clear if his replacement will keep the program.
- Steve Wenning, Greenville Twp Rescue helped out with the Family Health Exercise, Cross Country Meet and the Darke County Fair. They are adding members and trying to update their radio equipment. Cleveland Clinic has contacted them about being an off-site testing facility for EMS Education taken online. They continue to offer CPR, First-aid and will do car seat inspections by appointment.
- Jim Schaar, Solid Waste is preparing for their Tire Recycling. They have changed the group they work with to staff these community events and it appears to working out great.

Meeting adjourned.

Rick Lee

Mindy Saylor