

Clermont County Local Emergency Planning Committee

Meeting Minutes April 18, 2013

Attendees: Karen Alsip, Bonna Bauer, Pam Broughton, Keven Clouse, Connie Dahl, Dale Farmer, Brooke Matzen, Thomas Patt, Rob Perry, Kevin Riley, Laurie Schlueter, and Bob Welch.

Topic	Discussion	Action Items
Call to Order	The meeting began at 1:44 pm with the Pledge of Allegiance.	
Approval of the Minutes	Approval of the minutes of the January 17, 2013 meeting was held since a quorum was not in attendance.	
Ongoing Business		
Spills	<p>One spill was reported in Village of Utopia on March 26, 2013. A home fuel oil tank was dumped over hillside onto roadway and stream. It was reported that the homeowner's son intended for the tank to be sold for scrap and dumped oil out before cutting the tank.</p> <p>Rob Perry reported that a spill occurred in Goshen Township about 3 weeks prior to March 26, 2013.</p>	<ul style="list-style-type: none"> The Health District will send spill report for the Goshen Township spill to LEPC.
Information Requests	<p>EMA has not received any information requests since January 17, 2013.</p> <p>Keven Clouse advised that we could be getting some Tier II requests as a result of the explosion at a fertilizer plant near Waco, Texas on April 17, 2013. SERC has sent out information to the LEPCs stating that any request for Tier II information must be in writing and should be for a specific facility.</p>	
Tier II Reports	<ul style="list-style-type: none"> 84 Tier II reports have been received to-date. 5 first time filers 4 companies have not yet filed their report and have been sent the first non-filer letter. <p>Other notable information:</p> <ul style="list-style-type: none"> A new company located in Miami Township inquired about the procedures and reporting information Davey Tree Expert Company may be excluded in 2014 since only a small percentage of reportable Hazardous Substances are used in their chemical mixtures. 	<ul style="list-style-type: none"> EMA will send out second reminder letters to the non-filers around May 1st if they are not received.
2013 Full-Scale Exercise	<p>The Final Planning Meeting was held on April 18, 2013. If anyone is interested in participating on the Exercise Planning Team or volunteering to be an Evaluator or Controller, please contact EMA at clermontema@clermontcountyohio.gov.</p> <p>The Full-Scale Exercise will be May 22, 2013 in Miami Township. The exercise will include transporting patients to Clermont Mercy Hospital. Registration will begin at 8:00 am and the</p>	

	<p>exercise will start at 9 am and run through 12:00 pm. A hot wash will be immediately following the exercise.</p> <p>The Exercise will test the following eight (8) objectives:</p> <ul style="list-style-type: none"> • Incident Assessment • Incident Command • Communications • Response Personnel Safety • Population Protective Actions • Emergency Public Information • Traffic and Access Control • Emergency Medical Services <p>A briefing for the Controllers and Evaluators will be held on May 21, 2013.</p>	
Greater Cincinnati HazMat Unit Contract	<p>The contract with the Greater Cincinnati HazMat Unit was approved by the Board of County Commissioners on 04/17/13 contingent upon the receipt of a Certificate of Liability Insurance.</p> <p>EMA has confirmed with SERC that the GCHMU contract is eligible under the SERC grant program. The contract with GCHMU is for planning, training, exercise, and hazmat response support. SERC funds are not used to reimburse response agencies for expenses incurred to contain, mitigate or clean-up hazardous materials spills or releases.</p>	
Membership Applications for 2013-2015	<p>The next LEPC membership term begins August 15, 2013 and runs through August 14, 2015. Appointments need to be approved by the LEPC and the County Commissioners before they can be submitted to the SERC.</p> <p>Once the appointments have been approved, the LEPC will appoint the Chair, Vice-Chair, Emergency Coordinator, Information Coordinator, etc.</p> <p>Due to the lack of a quorum during this meeting, it was discussed how to get the appropriate people on the committee. The group discussed the need strengthen attendance at meetings. One suggestion was to include conference calls. It was also decided to change the number for the quorum to a fixed number (7) instead of the one-half of the membership plus one as the current by-laws require.</p>	<ul style="list-style-type: none"> • EMA will provide an attendance spreadsheet for the last 2 years at the July 18th meeting.
LEPC Charter/By-Laws Revision	<p>EMA has updated the Charter and the By-laws and merged the two documents into one. The updated draft was provided to the members for review.</p>	<ul style="list-style-type: none"> • A list of combined members of TAT and LEPC

	<p>Since Homeland Security Funds are dwindling, the group discussed the possibility of merging the LEPC with the Terrorism Advisory Team (TAT) to create an all-hazard planning committee. The approved moving forward with a merger at the last TAT meeting, pending the concurrence of the LEPC. The group was in agreement for merging the TAT and the LEPC. Language will be written to merge the committees.</p> <p>The group discussed ORC 935 which requires each County to have a Dangerous Wild Animal Response Team (DWARD). A suggestion was made to merge the DWARD with the LEPC. It was decided that the group would like to keep DWARD separate from LEPC.</p>	<p>will be provided at the July 18th meeting.</p> <ul style="list-style-type: none"> • A draft of the LEPC Bylaws and sent out 30 days prior the July 18th meeting for review.
2013 Budget	A copy of the budget is attached to the minutes.	
Hazardous Material Emergency Preparedness (HMEP) Grant and FY13 SERC Grant	<p>The 20th Year HMEP Grant began on October 1, 2012 and will run through September 30, 2013.</p> <p>The HMEP grant was submitted to the State. We will not be receiving the Training portion of the grant.</p> <p>The Grant Award has not been processed yet. EMA is working with Ohio EMA to approve the Planning Projects. There is some question regarding the Commodity Flow Study Project and whether the work done by the Emergency Coordinator and staff is allowable. It was explained to the State rep that even with the hiring of a contractor, staff will still be assisting with completing the study.</p> <p>Ohio EMA approved the LEPC exercise costs and personnel expenses to update the HazMat Plan.</p> <p>The FY13 SERC Grant application was submitted to the State by the deadline. The award will be issued in either August or September.</p>	<ul style="list-style-type: none"> • EMA will continue to work with the State on getting the Commodity Flow Study funding needed.
New Business		
Proposed Changes to ORC 5502 and 3750	The State is introducing changes to ORC 5502 and 3750. This would change the hazardous materials exercise requirement from being required annually to once every four years. The County would be able to exercise other scenarios (natural or man-made) during the other annual exercises. There are several concerns with this change (e.g. exercise funding). The SERC grant will only provide funding for a HazMat exercise. Emergency Management Performance Grant (EMPG) can provide funding for the other scenarios; however, all EMPG funds are currently appropriated towards EMA operating expenses (e.g. personnel). The regional LEPCs have sent a list of concerns to the State. The State has put the legislative changes on hold until a white paper is drafted outlining how the proposed changes will be implemented.	

E-Plan – Electronic Tier II Reporting	Electronic Tier II Reporting will be transitioning to E-Plan for 2014 (2013 Reports). More information will be forwarded as it is received.	
Other		
Commodity Flow Study	The Regional Commodity Flow Study will include 5 counties (Clermont, Brown, Hamilton, Butler and Warren). Butler County has received HMEP and PUCO grants to cover the expenses. The study will focus on pipeline, rail, river and truck traffic. One bid was received and the project is scheduled for completion by September 30, 2013.	
Home Fuel Oil Video	EMA has not sent out the Home Fuel Oil Safety letter to the Fuel Oil Companies for distribution to their customers.	<ul style="list-style-type: none"> • Letters will be sent within the next few months
Duke Energy	Tom Patt reported that most facilities have to have a plan for oil spills and that a tabletop drill is required every year.	
Next Meeting	The next meeting of the LEPC is July 18 th , 2013 at 1:30 p.m. in the Emergency Operation Center.	
Adjournment	The meeting was adjourned at 3:19 pm.	