

## Clermont County Local Emergency Planning Committee

### Meeting Minutes April 28, 2016

Attendees: Bonna Bauer, Lisa Gatwood, Pam Haverkos, John Kiskaden, Bill Lohner, Melinda Payne, Kent Rehbein, Shawn Riley, Laurie Schlueter, John Thebout, Maalini Vijayan, Kathleen Williams, and Lila Ziolkowski.

Topic	Discussion	Action Items
<b>Call to Order</b>	The meeting began at 1:39 p.m. with the Pledge of Allegiance and Introductions.	
<b>Approval of the Minutes</b>	The approval of the minutes of the September 17, 2015 minutes was postponed until the July meeting due to lack of quorum.	○ Minutes will be added to July agenda.
<b>Ongoing Business</b>		
Spills	<p>Nine (9) spills were reported from September 17, 2015 through April 27, 2016:</p> <ul style="list-style-type: none"> <li>• 12/1/15: 20 gallons of gasoline at UDF in Eastgate into storm drain and retention pond.</li> <li>• 12/4/15: &gt;10 gallons of hydraulic fluid and 1-3 gallons of diesel; Duke Energy transportation accident in Ohio Township</li> <li>• 12/16/15: 15 gallons of diesel; multiple vehicle accident involving Lykins on U.S. 50</li> <li>• 12/26/15: 2-3 gallons of gasoline at UDF U.S. 50</li> <li>• 12/28/16: 25 gallons of mineral oil; transformer leak (Duke); 4641 Blackberry Lane.</li> <li>• 12/29/16: 16 lbs. of chlorine; Slow, active leak; BMW Water Treatment Plant, Batavia.</li> <li>• 01/21/16: 79 gallons of gasoline at Thornton's SR 28.</li> <li>• 02/12/16: 100-150 gallons of fuel oil; spilled into basement of home at 2135 Idlett Hill Road;</li> <li>• 03/08/16: 4 gallons of oil; fire truck leak (Miami Township FD) on Wolfpen-Pleasant Hill.</li> <li>• 04/16/16: 5 gallons of mineral oil (PCB); transformer leak into storm drain; 4278 Mt Carmel Tobasco.</li> </ul> <p>EMA has been working with the Fire Departments ensuring spills are reported. Oil (gasoline, petroleum, fuel oil, etc.) should be reported:</p> <ul style="list-style-type: none"> <li>• If there is a visible sheen upon the surface of a navigable waterway</li> <li>• If the spill is greater than 25 gallons</li> </ul> <p>The spiller is required to report to the Ohio EPA, the LEPC and the local Fire Department. If the spill is on a navigable waterway then they are also required to report to the National Response Center.</p>	
Information Requests	EMA received seven information requests since September 17, 2015 relative to spills, leaks or releases.	
Tier II Reports	<p>The 2015 Tier II Reports were due to the LEPC by March 1, 2016.</p> <ul style="list-style-type: none"> <li>• EHS Filers: 31 includes 4 first time filers and 3 government agencies</li> <li>• HS Files: 46</li> <li>• Total Filers to Date: 77</li> </ul>	

	<ul style="list-style-type: none"> <li>Note: 7 facilities did not file reports and were sent the first non-filer letter.</li> </ul> <p>If an EHS/HS facility changes ownership or name, the next Tier II report should be labeled as a "first-time filer."</p> <p>The EMA reached out to the Clermont County Water Resources Department (WRD) to discuss the filing requirements with them. WRD submitted Tier II reports in February for two of their three water treatment plants. In the fall, EMA will reach out to the other water companies within Clermont County to determine whether they should be filing or not.</p>																																																																																						
2016 Annual Exercise	<p>The 2016 LEPC Functional Exercise was completed on January 14, 2016. SERC approved the exercise at their April 13, 2016 meeting.</p> <p>The After-Action Report has been completed. The document will be sent to all participants.</p>																																																																																						
2017 Annual Exercise	<p>The fourth year of the four year cycle begins July 1, 2016. We will be completing a Tabletop Exercise. We have met all of the required objectives in the cycle, so we have flexibility on the objectives we want to test in the tabletop.</p> <p>If any agency has a specific objective that they would like to test during this exercise, please contact the EMA Office.</p> <table border="1" data-bbox="533 889 1381 1360"> <thead> <tr> <th>Year</th> <th>2014 07/01/13 - 06/30/14</th> <th>2015 07/01/14 - 06/30/15</th> <th>2016 07/01/15 - 06/30/16</th> <th>2017 07/01/16 - 06/30/17</th> </tr> </thead> <tbody> <tr> <td>Exercise Type</td> <td>Real Incident Full-Scale Credit</td> <td>Real Incident Functional Credit</td> <td>Functional</td> <td>Tabletop</td> </tr> <tr> <td>Event Synopsis</td> <td>Tank Truck Roll-over; 200 gallons of Aviation Fuel Spill (August 8, 2013 in Wayne Township)</td> <td>Duke Energy - Beckjord Station - Ohio River Diesel Spill (August 18-23, 2014 in Pierce Township)</td> <td>EOC Exercise - Winter Ohio River Flood *tested Mass Care and Community Recovery*</td> <td></td> </tr> <tr> <td colspan="5"><b>Objectives Tested</b></td> </tr> <tr> <td>1 - Notification</td> <td>X</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>2 - Incident Assessment</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>3 - Incident Command</td> <td>X</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>4 - EOC</td> <td></td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>5 - Resource Management</td> <td>X</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>6 - Communications</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>7 - Response Personnel Safety</td> <td>X</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>8 - Population Protective Actions</td> <td></td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>9 - Emergency Public Information</td> <td></td> <td>X</td> <td>X</td> <td></td> </tr> <tr> <td>10 - Traffic and Access Control</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>11 - Shelter Management</td> <td></td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>12 - Emergency Medical Services</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>13 - Hospital Services</td> <td></td> <td></td> <td>X</td> <td></td> </tr> </tbody> </table>	Year	2014 07/01/13 - 06/30/14	2015 07/01/14 - 06/30/15	2016 07/01/15 - 06/30/16	2017 07/01/16 - 06/30/17	Exercise Type	Real Incident Full-Scale Credit	Real Incident Functional Credit	Functional	Tabletop	Event Synopsis	Tank Truck Roll-over; 200 gallons of Aviation Fuel Spill (August 8, 2013 in Wayne Township)	Duke Energy - Beckjord Station - Ohio River Diesel Spill (August 18-23, 2014 in Pierce Township)	EOC Exercise - Winter Ohio River Flood *tested Mass Care and Community Recovery*		<b>Objectives Tested</b>					1 - Notification	X	X			2 - Incident Assessment	X				3 - Incident Command	X	X			4 - EOC			X		5 - Resource Management	X	X			6 - Communications	X				7 - Response Personnel Safety	X	X			8 - Population Protective Actions			X		9 - Emergency Public Information		X	X		10 - Traffic and Access Control	X				11 - Shelter Management			X		12 - Emergency Medical Services	X				13 - Hospital Services			X		
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<b>Budget</b>	A copy of the budget is attached to the minutes.																																																																																						
Hazardous Material	The grant period is October 1, 2015 through September 30, 2016; The application was received																																																																																						

Emergency Preparedness (HMEP) Grant	<p>January 15, 2016. Due changes in the grant, the LEPC must have a memorandum of understanding with the County EMA in order to authorize the EMA to apply for the HMEP on behalf of the LEPC. EMA has drafted the agreement and will send it out for review by the committee.</p> <p>The Fire Departments are eligible to apply for training funds through the HMEP independent of EMA and the LEPC. If a local Fire Department wishes to apply for this grant for training, they can contact the EMA for assistance. The grant period for the 2015-2016 year expires on September 30, 2016.</p>																																					
Public Utilities Commission of Ohio (PUCO) Grant	The LEPC was awarded \$4,200 through PUCO. The application was submitted in May of 2015 to cover 2016 Functional Exercise expenses. Since the exercise has passed, EMA contacted PUCO to determine if we can use the funds to support the 2016 tabletop exercise.	<ul style="list-style-type: none"> <li>○ EMA will work with PUCO to determine grant eligibility.</li> </ul>																																				
FY16 State Emergency Response Commission Grant	The FY17 SERC Grant application was submitted. This grant covers the period of July 1, 2016 through June 30, 2017. The grant amount is unknown at this time.																																					
FY14 State Homeland Security Program (SHSP) Grant	<p>Two projects were funded:</p> <ul style="list-style-type: none"> <li>• Incident Management Teams (includes Butler County and Southwest Ohio Teams)</li> <li>• Task Force 1 Dive Team (Clermont, Hamilton and Butler County)</li> </ul> <p>The grant performance period ends June 30, 2016.</p>																																					
FY15 State Homeland Security Program (SHSP) Grant	<p>Ten projects were funded. This Grant performance period ends March 31, 2018.</p> <table border="1" data-bbox="638 889 1274 1209"> <thead> <tr> <th>Project</th> <th>Est. Cost</th> <th>Administrative Agency</th> </tr> </thead> <tbody> <tr> <td>1. Regional Exercise</td> <td>\$50,000.00</td> <td>HC EMA</td> </tr> <tr> <td>2. HC USAR</td> <td>\$75,000.00</td> <td>HC EMA</td> </tr> <tr> <td>3. Regional HazMat</td> <td>\$76,278.00</td> <td>HC EMA</td> </tr> <tr> <td>4. Bomb Units – Sustainment</td> <td>\$120,000.00</td> <td>HC EMA</td> </tr> <tr> <td>5. Bomb K-9</td> <td>\$20,000.00</td> <td>HC EMA</td> </tr> <tr> <td>6. CFD Tech Rescue</td> <td>\$75,000.00</td> <td>HC EMA</td> </tr> <tr> <td>7. MCI / Decon Sustainment</td> <td>\$19,648.00</td> <td>HC EMA</td> </tr> <tr> <td>8. HCFA Mobile Command</td> <td>\$8,755.00</td> <td>HC EMA</td> </tr> <tr> <td>9. Water/Dive</td> <td>\$51,930.00</td> <td>BC EMA</td> </tr> <tr> <td>10. Butler/Warren Tech Rescue</td> <td>\$14,500.00</td> <td>BC EMA</td> </tr> <tr> <td><b>Total Approved:</b></td> <td><b>\$511,111.00</b></td> <td></td> </tr> </tbody> </table>	Project	Est. Cost	Administrative Agency	1. Regional Exercise	\$50,000.00	HC EMA	2. HC USAR	\$75,000.00	HC EMA	3. Regional HazMat	\$76,278.00	HC EMA	4. Bomb Units – Sustainment	\$120,000.00	HC EMA	5. Bomb K-9	\$20,000.00	HC EMA	6. CFD Tech Rescue	\$75,000.00	HC EMA	7. MCI / Decon Sustainment	\$19,648.00	HC EMA	8. HCFA Mobile Command	\$8,755.00	HC EMA	9. Water/Dive	\$51,930.00	BC EMA	10. Butler/Warren Tech Rescue	\$14,500.00	BC EMA	<b>Total Approved:</b>	<b>\$511,111.00</b>		
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FY16 State Homeland Security Program (SHSP) Grant	<p>The Ohio EMA has changed the application process. Each region is required to establish a committee to oversee the funds and identify a single fiscal agent. This must be completed by June 1, 2016. The committee will also be responsible for reviewing and prioritizing all requests. Grant applications are due to OEMA by July 1, 2016.</p> <p>Ohio EMA has scheduled a meeting in Clermont County on May 19, 2016 to discuss this new</p>																																					

	<p>process. All eight county EMAs in the region (Adams, Butler, Brown, Clermont, Clinton, Hamilton, Highland and Warren) are required to participate in the process.</p> <p>The grant is a reimbursement grant. Eligible funding categories include:</p> <ul style="list-style-type: none"> <li>• Communications</li> <li>• Early Warning/Notification</li> <li>• Exercises</li> <li>• Intelligence and Information Sharing</li> <li>• Planning</li> <li>• Targeted Sustainment of Specialty Teams (Search &amp; Rescue, HazMat, and Bomb Units)</li> </ul> <p>The southwest region has been awarded \$535,032.93. The Grant performance period is September 1, 2016 through February 28, 2019.</p>	
<b>New Business</b>		
LEPC – EMA Memorandum of Agreement	Due to the lack of a quorum, this item has been tabled until the next meeting.	○ Item will be added to July agenda.
Dangerous Wild Animal Response Team (DWARD)	<p>The DWARD membership renewal and the annual plan review are due to the State Dangerous Wild Animal Response Commission by July 1, 2016. EMA is reaching out to the existing members for membership renewal. The membership is valid for three (3) years.</p> <p>EMA will be recruiting a new animal owner. The Cincinnati Zoo previously filled this role. We have three registered animals (a bobcat and 2 java macaques). We will reach out to the owners for participation on the planning committee.</p>	
<b>Presentations</b>		
Hazardous Weather Annex	<p>EMA is in the process of renewing the Storm Ready designation. The application has been submitted to the National Weather Service (NWS).</p> <p>One of the requirements is a Hazardous Weather Annex. In the past we have submitted 9-1-1 Standard Operations Guidelines (SOG). EMA has created a Hazardous Weather Annex which incorporates all of the relevant information. The committee reviewed the Annex and a couple of minor changes were suggested. EMA will make the necessary changes and submit the Annex to the NWS.</p>	
<b>Department</b>		

<b>Reports</b>		
EMA Report	<p>All schools are required to submit Emergency Operation Plans. The State is currently working with the local districts to create/update their plans. Only 4 school plans have been approved at this point.</p> <p>The 2016 Emergency Response Guidebook (ERG) are out. EMA should be receiving the ERGs at the end of May.</p> <p>EMA will be working with the Greater Cincinnati HazMat Unit (GCHMU) to provide HazMat training for the Department of Public Safety Services. If anyone is interested in receiving HazMat training please contact GCHMU.</p> <p>The SOSINK radios from Hamilton County have been provided to the local agencies.</p> <p>Ohio EMA will be pushing Drinking Water Contingency Plans. The group discussed that all of the water companies within the County have contingency plans and work together to ensure coverage. Lila Ziolkowski from ORSANCO informed the group that the Cincinnati Waterworks and Northern Kentucky Waterworks already work together on the plans. It was also suggested that the regional water companies get together and review all of their contingency plans.</p>	
U.S. Department of Homeland Security	<p>Kent Rehbein from U.S. DHS introduced himself. He is the Chemical Security Inspector of the Infrastructure Security Compliance Division for Region V (IL, WI, IN, MI, MN &amp; OH). The Compliance Division is responsible for high-risk chemical facilities to ensure they have security measures in place to reduce risks through the Chemical Facility Anti-Terrorism Standards (CFATS) program. Region V monitors approximately 3,000 facilities; however, there are currently no facilities within Clermont County that are considered CFAT facilities.</p>	
Ohio EMA	<p>The NAACP Convention will be held July 16 to 20, 2016 in Cincinnati. The Republican National Convention will be held July 18 to 21, 2016 in Cleveland.</p>	
Next Meeting	<p>The next meeting will be July 21, 2016 at 1:30 p.m. in the Emergency Operation Center.</p> <p>If anyone is interested in presenting at the next meeting, please contact EMA.</p>	
Adjournment	<p>The meeting was adjourned at 2:54 p.m.</p>	