

## Clermont County Local Emergency Planning Committee

### Meeting Minutes January 17, 2013

Attendees: Bonna Bauer, Paul Braasch, Pam Broughton, Keven Clouse, Ed Humphrey, Eugene Langschwager, Brooke Matzen, Jason Oyer, Rob Perry, Tom Peterson, Laurie Schlueter, and Bob Welch.

Topic	Discussion	Action Items
<b>Call to Order</b>	The meeting began at 1:35 pm with the Pledge of Allegiance.	
<b>Approval of the Minutes</b>	A motion was made by Ed Humphrey and seconded by Rob Perry to adopt the meeting minutes from the September 6, 2012. The motion passed.	<ul style="list-style-type: none"> <li>• EMA will post the approved minutes on the web page.</li> </ul>
<b>Ongoing Business</b>		
Spills	One spill was reported in Miami Township on September 21, 2012. It was a vehicle accident with hydraulic fluid on the roadway.	
Information Requests	EMA has received 5 information requests since September 6, 2012. All were requests for spill history on particular parcels of land.	
Tier II Reports	<p>The Ohio State Emergency Response Commission (SERC) has begun notifying reporting facilities of the requirement to submit by March 1, 2013. EMA has received one report to date. Our EHS facility count is expected to decrease over the next few years due to cell towers replacing the batteries which could impact future funding. SERC has also updated the Emergency Planning and Community Right-to-Know Facility Reporting Compliance Manual.</p> <p>The group discussed if the SERC was sending out notices to the facilities as a reminder to submit their Tier II filings. Mercy Clermont has not received a reminder the last 2 years. EMA will follow up with SERC to ensure that facilities are notified. EMA will also contact non-filers based on last year's records to determine if facilities should be filing, but missed the deadline.</p>	<ul style="list-style-type: none"> <li>• EMA will contact SERC to confirm they are notifying facilities to submit their Tier II Reports.</li> <li>• EMA will send out reminder letters to the non-filers based on last year reporting records.</li> </ul>
2013 Full-Scale Exercise	<p>The Initial Planning Meeting was held on December 11, 2012. The Mid-Point Planning Meeting will be February 13, 2013 and the Final Planning Meeting will be 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 <a href="mailto:clermontema@clermontcountyohio.gov">clermontema@clermontcountyohio.gov</a>. We could also use volunteers to assist with registration and logistics.</p> <p>The Full-Scale Exercise will be May 22, 2013. Registration will begin at 8:00 am and the exercise will start at 9 am and run through 12:00 pm. A hot wash will be immediately following the exercise. A rain date has not been identified at this time.</p>	<ul style="list-style-type: none"> <li>• Identify a rain date.</li> </ul>

	<p>The Exercise will test the following objectives:</p> <ul style="list-style-type: none"> <li>• Incident Assessment</li> <li>• Incident Command</li> <li>• Communications</li> <li>• Response Personnel Safety</li> <li>• Population Protective Actions</li> <li>• Emergency Public Information</li> <li>• Traffic and Access Control</li> <li>• Emergency Medical Services</li> </ul>	
Membership Applications for 2013-2015	<p>LEPC member will need to complete the SERC membership application. The next LEPC membership term begins August 15, 2013 and runs through August 14, 2015. Applications for SERC membership were included in the meeting packet. Electronic copies will be sent out with the meeting minutes. The applications need to be returned on or before April 18, 2013.</p> <p>Rob Perry announced that he will be stepping down as the Health District's representative to the LEPC. Tim Kelly will be his replacement.</p>	<ul style="list-style-type: none"> <li>• The SERC application will be sent out to all members via e-mail.</li> <li>• LEPC members will complete and return the SERC membership applications to EMA by April 18, 2013.</li> </ul>
LEPC Charter Revision	<p>The LEPC Charter revisions will be presented at the next meeting for review and once approved will be processed concurrently with the Membership Appointment Applications.</p>	<ul style="list-style-type: none"> <li>• A draft of the LEPC Charter revision will be prepared for the April 18<sup>th</sup> meeting.</li> </ul>
2013 Budget		
Hazardous Material Emergency Preparedness (HMEP) Grant and FY13 SERC Grant	<p>The 20<sup>th</sup> Year HMEP Grant began on October 1, 2012 and will run through September 30, 2013. The HMEP grant was submitted in November. We increased the amount requested. The application includes funding for Managing Gas Emergencies training, LEPC exercise costs, Commodity Flow participation costs, and personnel expenses to update the HazMat Plan.</p> <p>The Public Utilities Commission of Ohio (PUCO) offers a funding opportunity that can cover the 20% match required by the HMEP. The next application cycle will be in May of 2013. Alla Magaziner from PUCO has been invited to the next Regional LEPC meeting to discuss the funding opportunity. Last year Greater Cincinnati HazMat received \$6,000 from PUCO for Training. Butler County was recently awarded a PUCO grant for \$15,000 to put towards the Commodity Flow Study.</p> <p>The FY13 SERC Grant runs through June 30, 2013 and the FY14 SERC Grant runs from July 1, 2013 to June 30, 2014. The FY14 SERC application is due to the SERC by February 1, 2013.</p>	<ul style="list-style-type: none"> <li>• EMA will finalize the SERC application and submit by the February 1, 2013 deadline.</li> </ul>

	<p>The 2012 Budget has been closed out except for the \$10,000 Purchase Order to cover the Exercise Support Contract (Tetra Tech).</p> <p>The 2013 budget is 42,765.00. This budget will be covered by funding from the FY13 SERC Grant, FY14 SERC Grant, the 20<sup>th</sup> Year HMEP Grant and cash carry over. The budget was increased from 2012 with the anticipation of the additional HMEP Grant funding request.</p> <p>The group discussed the new SERC grant applications including the need for specific courses to be offered and changes in the assurance section. The group discussed future funding challenges for the Greater Cincinnati HazMat Contract – to provide Type 1 hazmat support to our County first responders including planning, training, and exercise support.</p>	
New Business		
Siren Policy Update	<p>EMA proposed a minor change to the siren policy in reference to “Codespear” and the activation of a future mass notification system.</p> <p><b>Activation of the Mass Notification System</b></p> <p>a. The Mass Notification System may be activated in conjunction with activation of the sirens. The <b>Message</b> should contain the reason for the activation and the action to be taken.</p> <p>b. The Mass Notification System may be tested by the Clermont County Communication Center with the monthly test of the sirens.</p> <p>A motion was made by Eugene Langschwager and seconded Rob Perry to adopt the proposed changes to the Outdoor Warning Siren Policy. The motion was approved.</p>	<ul style="list-style-type: none"> <li>• Clermont County Division of Public Safety Services will be notified that the Siren Policy has been updated.</li> </ul>
Regional LEPC	<p>The next Regional LEPC meeting will be February 8, 2013 at 10 am at the Clermont County EOC. We will be discussing the regional Commodity Flow Study, the SERC grant changes, and the updated Facility Manual.</p>	
Commodity Flow Study	<p>Our regional partners met and finalized the Request for Proposal. Butler County will be the fiscal agent for the grants and will be posting the RFP in the coming weeks. The project will be completed by September 30, 2013.</p>	
HazMat IQ Training	<p>Ohio EMA has awarded our region funds to provide 6 HazMat IQ courses. The courses, dates, and locations are:</p> <p>Feb. 21, 2013    Above Line/Below Line                      Longworth Hall, Cincinnati, Ohio – Course Full</p>	



	plan. Our grant requires that we show the County's in-kind contribution to the development of the plan.	
OEMA Report	The SERC is going to move forward with ER Plan for online Tier II reporting. Access can be given to any local entity with a need to know (LEPCs, Fire Departments, Police Department, HazMat Response Teams, etc.) The system will contain some sensitive information.  We may be able to use the tool for future hazard vulnerability analysis.	
U.S.EPA Handout	The U.S. EPA has provided a brochure on their emergency response capability.  The group was reminded that Ohio EPA is the delegated authority for hazardous materials incidents and should be notified via the Ohio Spill line first. If the incident exceeds the local and state capabilities a request can be made to the U.S. EPA.	
Home Fuel Oil Video	The group discussed the distribution of the home fuel oil video. The Video has been posted on YouTube. A letter has been drafted to send it out to the Fuel Oil Companies to distribute to their customers. The LEPC will revisit this effort to educate home fuel oil customers.	<ul style="list-style-type: none"> <li>• EMA will post the video on the LEPC webpage</li> <li>• The LEPC will work with the Office of Public Information to get the video into rotation on the Cable Access Channel.</li> </ul>
Other	The group discussed a recent presentation about salt pile runoff and the hazard posed to the ground water. Salt is unregulated and most varieties contains cyanide.	
Next Meeting	The next meeting of the LEPC is April 18 <sup>th</sup> , 2013 at 1:30 p.m. in the Emergency Operation Center.	
Adjournment	A motion was made by Pam Broughton and seconded by Bonna Bauer to adjourn the meeting. The motion passed and the meeting was adjourned at 3:10pm.	