

## Clermont County Local Emergency Planning Committee

### Meeting Minutes September 18, 2014

Attendees: Karen Alsip, Ben Chew, Keven Clouse, Mark Day, Ted Filer, Lisa Gatwood, Pam Haverkos, Gina Hayes, B.J. Jetter, Paul Kamphaus, Tim Kelly, Steve Kelly, John Kiskaden, Barb Lubberger, Brooke Matzen, David McCune, Thomas Patt, Melinda Payne, David Pect, Tom Peterson, Kevin Riley, Laurie Schlueter, Jerry Schulte, Linda Slattery, Rich Stuck, Tara Thomas, Bob Welch, Bruce Whitteberry, Kathleen Williams, Bob Wolf, Craig Wright and Lita Ziolkowski.

Topic	Discussion	Action Items
<b>Call to Order</b>	The meeting began at 1:40 pm with the Pledge of Allegiance.	
<b>Approval of the Minutes</b>	A motion was made by Tom Peterson and seconded by Brooke Matzen to adopt the minutes from the July 17, 2014 meeting. The motion passed.	
<b>Ongoing Business</b>		
Spills	<p>One hazmat spill was reported between July 17<sup>th</sup>, 2014 and September 18<sup>th</sup>, 2014.</p> <ul style="list-style-type: none"> <li>• August 18, 2014: Duke Energy, Walter C. Beckjord Plant, Ohio River Diesel Fuel Spill</li> </ul>	
Information Requests	EMA received one (1) information request since July 17 <sup>th</sup> , 2014. The request was received from an individual relative to a parcel of land on Whitney Drive in Miami Township.	
Tier II Reports	<ul style="list-style-type: none"> <li>• 85 Tier II Reports have been received to date</li> <li>• 2 first time filers</li> <li>• 38 EHS (includes 1 Government Agency)</li> <li>• 47 non-EHS filers</li> </ul> <p>The totals, compared to last year, were reduced by two (2) facilities that are now below the reporting requirement threshold.</p>	
Annual LEPC Exercise Requirement	<p>The LEPC is in Year 2 of the four (4) year exercise cycle. Within the 4 year cycle, the LEPC can request up to two (2) actual occurrences for exercise credit. In Year 1 we received full-scale exercise credit for the Wayne Township Hazardous Material Spill that occurred on August 8, 2013.</p> <p>The LEPC can seek exercise credit in Year 2 for the Duke Energy, Beckjord Plant, Ohio River Diesel Spill on August 18, 2014 in Pierce Township.</p> <p>For functional exercise credit, a minimum of four (4) objectives must be tested. The Duke Incident tested five (5) objectives:</p> <ul style="list-style-type: none"> <li>• Initial Notification (Points of review were not met. A Corrective Action Plan has been drafted)</li> <li>• Incident Command</li> <li>• Resource Management</li> <li>• Response Personnel Safety</li> <li>• Emergency Public Information</li> </ul>	

	<p>In the remaining two (2) years of the exercise cycle, the LEPC is required to have a functional exercise that tests the Emergency Operation Center.</p> <p>Year 3 - July 1, 2015 through June 30, 2016 Year 4 - July 1, 2016 through June 30, 2017</p>	
Hazardous Material Response Plan Update (ESF 10)	<p>The annual Hazardous Material Plan Update (ESF 10) is due on or before 10/17/14. Tab A: EHS Hazard Vulnerability Analysis is updated annually. The draft of the updated Plan, as well as a copy of last year's submission, was sent to the group for review and feedback. The Plan has been rearranged and edited to align with FEMA Comprehensive Preparedness Guide 101.</p> <p>A motion was made by Kevin Riley and seconded by Mark Day to adopt Resolution #01-14 relative to the 2014 Clermont County Hazardous Materials Plan Update. The motion passed.</p>	<ul style="list-style-type: none"> <li>○ EMA will submit the <i>2014 Hazmat Plan Update</i> to the SERC before October 17, 2014</li> </ul>
Greater Cincinnati HazMat Unit Contract	<p>The Greater Cincinnati HazMat Unit Contract is up for renewal on January 1<sup>st</sup>, 2015. The amount of the contract will remain the same at \$.1275 per resident, based on 2010 census data. The total amount of the contract is \$25,163.78.</p> <p>The Contract includes provisions for hazardous materials planning, training, exercise support, and hazardous materials response support.</p> <p>A motion was made by Tom Patt and seconded by Mark Day to approve the submittal of the renewal contract to the Board of County Commissioners for approval and to authorize the expenditure of funds. The motion passed.</p>	<ul style="list-style-type: none"> <li>○ EMA will proceed with the submittal of the contract for approval by the Board of County Commissioners.</li> </ul>
Membership Update	<p>Applications for appointment of Kevan Dilworth, American Red Cross, and Captain Paul Kamphaus, Clermont County Sheriff's Office, were accepted for LEPC membership for the replacement of Jason Oyer and Dave Doyle, respectively.</p> <p>A motion was made by Tom Peterson and seconded by Brooke Matzen to accept the applications for membership to the LEPC for Kevan Dilworth (First Aid) and Captain Paul Kamphaus (Law Enforcement). The motion passed.</p>	<ul style="list-style-type: none"> <li>○ Applications will be forwarded to the Board of County Commissioners for their approval of the nominations and then mailed to SERC for final approval</li> </ul>
<b>Budget</b>	A copy of the budget is attached to the minutes.	
Hazardous Material Emergency Preparedness (HMEP)	The 21 <sup>st</sup> Year Grant was approved in the amount of \$400 with a local match of \$100. These Planning funds were used to cover expenses for updating the HazMat Plan. This project was slightly over budget. If the State makes supplemental funds available, we will apply for reimbursement of	

Grant	<p>the additional amount.</p> <p>The 22<sup>nd</sup> Year Grant Application has not been received yet. In the past few years we have requested funding for the Pressed Gas Training within the HMEP application. Brooke Matzen advised that Greater Cincinnati HazMat Unit can offer this training. If anyone is interested in this training or any other HazMat training, please contact Laurie Schlueter.</p>	
State Emergency Response Commission Grant	The FY15 SERC Grant covers the period of July 1, 2014 through June 30, 2015. The revenue amount of \$19,601.00 was received in August.	.
FY13 SHSP – Regional Application	<p>Our region received funding for two (2) of the regional projects.</p> <ul style="list-style-type: none"> <li>• Sustainment of the Type I HazMat teams</li> <li>• Sustainment of Dive Team (Task Force 1)</li> </ul> <p>These funds are administered by Hamilton County EMA. The grant performance period ends June 30, 2015.</p>	
FY14 Homeland Security Grant Program	<p><b>FY14 Homeland Security Grant Program</b></p> <p>The grant application was submitted 08/25/14 for the performance period of 09/01/14 through 06/30/16. The award announcement will be made 10/1/14. The regional grant is competitive and heavily focused on sustainment. The Southwest Ohio regional partners applied for six (6) projects:</p> <p><b>Clermont County (support from all 8 Counties)</b></p> <ul style="list-style-type: none"> <li>• Emergency Public Information Assessment (Assessment of regional capabilities)</li> </ul> <p><b>Butler County</b></p> <ul style="list-style-type: none"> <li>• Incident Management Teams (includes Butler County and Southwest Ohio Teams)</li> <li>• Emergency Operation Center Upgrades (Butler County)</li> </ul> <p><b>Hamilton County</b></p> <ul style="list-style-type: none"> <li>• Technical Rescue (Task Force 1 USAR, Cincinnati FD and Butler County)</li> <li>• Task Force 1 Dive Team (Clermont, Hamilton and Butler County)</li> <li>• Hazardous Material Teams (Type 1 teams – Butler, Cincinnati FD and GCHMU)</li> </ul>	
<b>Presentations</b>		
Duke Energy, Beckjord Plant, Ohio River Diesel Fuel Spill – August 18, 2014	Pam Haverkos and Chief Craig Wright, Pierce Township Fire Department, provided a presentation to the group on the Duke Energy, Walter C. Beckjord Plant, Ohio River Diesel Fuel Spill on August 18, 2014. A copy of the PowerPoint presentation is attached.	<ul style="list-style-type: none"> <li>○ EMA will submit the LEPC exercise notice form to the SERC for exercise credit for the</li> </ul>

	A motion was made by Mark Day and seconded by Brooke Matzen to approve the submittal of the LEPC exercise notice form for exercise credit to the SERC for the Duke Energy, Walter C. Beckjord Plant, Ohio River Diesel Fuel Spill on August 18, 2014. The motion passed.	Duke Energy, Beckjord Plant, Ohio River Diesel Spill.
Greater Cincinnati HazMat Unit	Chief William "BJ" Jetter, GCHMU, Full Time Duty Officer, provided a presentation to the group on the Greater Cincinnati Hazardous Materials Unit. A copy of the PowerPoint presentation is attached.	
<b>Other Business</b>		
All-Hazard Mitigation Plan	The Plan approved by Ohio EMA and FEMA. It was adopted by the Board of County Commissioners on March 5 <sup>th</sup> , 2014. EMA has been working with the local municipalities to adopt the Plan. EMA has sent emails and letters to the municipalities that have not yet adopted the Plan. All Cities, Counties and Villages must have an approved Mitigation Plan in order to be eligible for Pre and Post Disaster Mitigation Grants (e.g. Safe Room Rebate Program). We have one (1) year from the date of the adoption by the Board of County Commissioners to get all of the Townships, Villages and Cities to adopt the Plan.	<ul style="list-style-type: none"> <li>○ EMA will continue to work with the municipalities to ensure the adoption of the Plan by March 5<sup>th</sup>, 2015.</li> </ul>
Urban Area Threat Hazard Identification Risk Assessment (THIRA)	For compliance with the 2014 Urban Area Security Initiative (UASI) Grant, Hamilton County has to draft an Urban Area Threat Hazard Identification Risk Assessment (THIRA) by November 30, 2014. We have submitted a copy of our All-Hazard Mitigation Plan as requested by Hamilton County. They have also requested for each County to identify subject matter experts to review and validate the information. The Clermont County LEPC was recommended. We are waiting for further information from Hamilton County.	
Emergency Operation Plan (EOP)	The Citizen Corps Council will be reviewing ESF 14: Long Term Recovery. The EOP Base Plan will be the next section scheduled for review.	
Training and Exercises	<p>FEMA has suspended NIMSCAST. Ohio EMA will be rolling out data reporting requirements for National Incident Management System (NIMS) compliance in the coming weeks. All members, who have not completed basic NIMS training, are encouraged to take the following Incident Command System (ICS) Training, offered by FEMA, which is available online:</p> <ul style="list-style-type: none"> <li>• IS-100.b Introduction to Incident Command System <a href="http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=IS-100.b">http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=IS-100.b</a></li> <li>• IS-200.b ICS for Single Resources and Initial Action Incidents <a href="http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=IS-200.b">http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=IS-200.b</a></li> <li>• IS-700.a National Incident Management System (NIMS) An Introduction <a href="http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=IS-700.a">http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=IS-700.a</a></li> <li>• IS-800.b National Response Framework, An Introduction <a href="http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=IS-800.b">http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=IS-800.b</a></li> </ul>	

	<p>The following advanced training courses are being offered and are highly recommended for those individuals who would have a role in the Emergency Operation Center:</p> <ul style="list-style-type: none"> <li>• ICS-300 Intermediate ICS for Expanding Incidents (generally 2.5 to 3 days). It is being offered October 14-16<sup>th</sup>, 2014 at Campbell County, Kentucky and October 28-30<sup>th</sup>, 2014 at Nathaniel Green Lodge in Green Township, Hamilton County.</li> <li>• ICS-400 Advanced ICS for Command and General Staff (generally 2 days). It is being offered November 19-20<sup>th</sup>, 2014 at Campbell County, Kentucky and December 9-10<sup>th</sup>, 2014 at the Anderson Center in Anderson Township, Hamilton County.</li> </ul> <p>Melinda Payne, Systems Analyst/WebEOC Administrator, will be scheduling Advanced WebEOC training for October and November. The dates are still to be determined. Advanced WebEOC training provides a more in-depth look at WebEOC and how the system will be used during an EOC activation. If you are unable to attend a scheduled training, Melinda can provide a direct delivery to your department/organization. To register or schedule training, please contact Melinda Payne at <a href="mailto:mpayne@clermontcountyohio.gov">mpayne@clermontcountyohio.gov</a> or 513-735-8621.</p> <p>EMA will be facilitating a tabletop exercise for the Village of New Richmond to test their emergency operation plan in response to a flood scenario. The exercise is scheduled for Saturday, September 27, 2014.</p>	
Other Training	<ul style="list-style-type: none"> <li>• Emergency Operations Center Operations &amp; Planning for All Hazards is being offered on November 5-7, 2014 at the Campbell County Fire Training Center. Questions may be directed to Mr. William Turner at 859.547.3150 or <a href="mailto:wturner@campbellcountky.org">wturner@campbellcountky.org</a>.</li> <li>• G191 EOC/ICS Interface is being offered October 2, 2014 from 8:00 am to 5:00 pm at Hamilton County EMA.</li> </ul>	
<b>Department Reports</b>		
Ohio Environmental Protection Agency (EPA)	Ohio EPA Source Water Protection Division is working on improving communication between EHS and HS facilities and Water Purveyors along the Ohio River. Clermont County has been asked to participate in the planning process for improving information sharing.	
Ohio River Valley Water Sanitation Commission (ORSANCO)	The New Richmond Bicentennial Bash will be held September 19-21 <sup>st</sup> , 2014. ORSANCO will display a 2,300 gallon fish aquarium, courtesy of Duke Energy, with various species of fish found in the Ohio River.	

Clermont County Public Health	The Clermont County General Health District has officially changed their name to Clermont County Public Health. The new name should make the agency's role and responsibilities more understandable to the community.	
Greater Cincinnati Water Works	Greater Cincinnati Water Works expressed their interest in continuing to work with Clermont County and the importance of open communications to exchange information between the various organizations and EHS/HS facilities.	
<b>New Business</b>		
2015 LEPC Meeting Schedule	A quorum was not present at this point of the meeting; consequently, approval of the 2015 LEPC meeting schedule was postponed. The LEPC will meet on the January 15, 2015 at 1:30 p.m. and will discuss the remainder of the 2015 meeting schedule at that time.	<ul style="list-style-type: none"> <li>○ EMA will send out a meeting appointment to LEPC for the January 15, 2015 meeting.</li> <li>○ EMA will post the January 15, 2015 meeting on the EMA webpage</li> </ul>
Next Meeting	The next meeting will be January 15, 2015 at 1:30 p.m. in the Emergency Operation Center.	
Adjournment	The meeting was adjourned at 3:33 pm.	