

Clermont County Local Emergency Planning Committee
 Member Discussion
 September 16, 2010
 9:30 – 11:30 am

Members Present: Ed Humphrey (BCC), Beth Nevel (EMA), Karen Blades (EMA), Kevin Riley (Fire Chiefs Alliance), Gary Auffart (Union Township Fire), Jason Oyer (ARC), Rob Perry (GHD), Lt. David Doyle (CCSO), Gene Langschwager (EMA), Hanna Lubbers (OEQ) Tom Peterson (guest) and Laurie Schlueter (EMA). Mr. Humphrey joined the meeting at 9:57.

	Topic	Discussion	Action
1	Call to Order	Meeting began at 9:37 with the Pledge of Allegiance.	FYI
2	Approval of the Minutes – June 3, 2010	After a brief discussion regarding the change in format and clarification language, a motion was made by Rob Perry and seconded by Kevin Riley. The LEPC approves the minutes with revision and adopts the new format. The motion passed.	Revisions made to the minutes. Submit June 3, 2010 minutes to SERC as proof of meeting for compliance.
3	LEPC Plan Adoption/Update	Beth Nevel explained the SERC Annual Plan Review Process, how revised Plan and “No Change” operated. She recommended the LEPC submit a Plan Revision rather than a “No Change” this year. She warned the committee that because of changes, the current plan doesn’t meet all the required criteria. However, a plan needs to be submitted to SERC and OEMA by October 17, 2010. The Clermont County Hazmat Plan was presented to the Committee for adoption. It was explained and shown by cross-walk to have minor updates. The major corrections have not been made. The Hazmat Plan will become a standalone plan rather than an ESF in the EOP. The EOP will reference the Hazmat Plan where needed. Beth explained that the Code hasn’t changed but the enforcement is stricter. Where in the cross walk (a guild to evaluate the Plan) had language using the term “may” it is now “shall” which is compelling. A motion was made by Gary Auffart and seconded by Gene Langschwager. The LEPC will adopt the Hazmat Plan with revisions as detailed to the committee and	Adopted the Plan and Resolution as presented to the LEPC, submit Plan to SERC and OEMA before October 1, 2010 and expect a corrective action to follow.

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		adopt the Resolution. The motion passed.	
4	4 Spills Reported from June-September	Reviewed the handout.	FYI
5	HMEP 2010	2010 HMEP period ends September 30, 2010. It is hard to spend funds for first responder training. \$3000.00 for high hazard run cards will be reimbursed. We don't have any information for 2011 HMEP Grant yet.	FYI
6	Inject – Duke Energy Safety Teams	Duke Energy wants to disband the fire -safety teams. Duke wants the local fire departments to take over the response actions. This is not a good idea. The LEPC would like to have both members of labor and management on the LEPC.	Recruit Duke management for representation on the LEPC to supplement the current Duke labor representative on LEPC.
7	Membership Update	A motion was made by Kevin Riley and seconded by Gene Langschwager. The LEPC approves the Jason Oyer (ARC) application and the Tom Peterson (citizen) application and will forward to the BCC for recommendation to SERC to adopt as members. The motion passed	Process paperwork as appropriate to the Clermont County BCC, when approved, send to SERC for membership approval.
8	Training 2010 LEPC Conference	Beth Nevel attended the 2 day LEPC Conference. She learned of many changes and shared these with the LEPC.	FYI
9	Shaken Horizon '11 Functional Earthquake Exercise	Beth Nevel asked the committee to consider participating in the Shaken Horizon '11 Functional Exercise; she explained the value of this exercise. At the last meeting the LEPC committed to having a tabletop exercise to stay in synchronized in the 4 year exercise cycle. The committee discussed the positives to having this long duration exercise. The exercise will be conducted on a real timeline, the EOC will be open during a 24 hour period, it will force the Regional EOC to open, testing of WebEOC fusion w/regional EOC, and test the TIC Plan. This functional will tax the system very extensively. We	Save the date May 16-19 2011

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		<p>will need to conduct a tabletop and full scale before the end of the cycle.</p> <p>A motion was made by Kevin Riley and seconded by Gary Auffart. Honor Beth Nevel's recommendation for the LEPC to participate in the Shaken Horizon '11 Functional Earthquake Exercise and to have a hazmat component tested. The motion passed.</p> <p>Exercise committee has two volunteers: Jim Whitworth (IMAT) and Art Owens (Fire Chief)who have both had HSEEP training</p> <p>Additional members are needed.</p>	<p>Chair of LEPC is to appoint the Exercise Planning Committee members and schedule a planning meeting</p>
10	Meeting Schedule 2011	<p>A motion was made by Rob Perry and seconded by Ed Humphrey. The LEPC meeting dates set for the following dates, January 6, April 7, July 7 and October 6 2011. The motion passed.</p>	<p>Post on Clermont County Web Page(Advertise) and notification of all members of meeting dates: January 6, April 7, July 7 and October 6, 2011</p>
11	SERC-LEPC Compliance Report Requirements	<p>Additional requirements are included on this compliance report including elements detailed in a Hazard Analysis of each EHS facility. Some elements of the analysis will include evacuation routes and other facilities potentially impacted and each EHS the facility has must be analyzed.</p>	<p>Complete report and submit by October 1, 2011.</p>
12	Plan Changes to include Hazard Analysis	<p>Kevin Riley recommended to the committee to hire a consultant to conduct the EHS Facility Hazard Analysis which is required in the Hazmat Plan. A Scope of Services and Request for Proposal needs to be developed.</p>	<p>Beth Nevel with coordination of the Fire Chiefs Alliance will develop Scope of Services and Request for Proposal and report at next meeting.</p> <p>A hiring sub-committee (Gene Langschwager, Kevin Riley and Beth Nevel) will review applications and make recommendations to the LEPC.</p>

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13	MSDS copies at LEPC office	Kevin Riley reported The Fire Chiefs Association recommends the LEPC not to house MSDS copies for reporting facilities.	FYI
14	Hazmat Report Form Revision	The committee examined two proposed form revisions and agreed, after discussion, on a modified form	Begin using the modified form. Ensure Emergency Resources Supervisors are trained on the modified report and report is placed in WEB EOC for their completion.
15	Fuel Oil Tank Committee Recommendation for Education Project	A written report was given to the members. The committee would like to implement the suggestions offered. Therefore there is a need to pursue a funding stream including grants for the video. The hang tag is a good project for next year.	Reconvene the Fuel Oil Tank Committee. Prepare follow up for next LEPC meeting. Miami and Union to check with their video teams for production possibilities.
16	2010 Meetings	The September 16 th meeting is the final scheduled meeting of 2010.	Schedule additional meeting if needed
17	Adjournment	Gary Auffart made a motion and seconded by Ed Humphrey. Adjourn the meeting at 11:45 am. The motion passed	FYI