

Des Moines County Local Emergency Planning Committee (LEPC)

Meeting Minutes

April 11, 2016, 10:00 AM

Des Moines County Emergency Management Agency

I. Opening Protocol

A. *Welcome and Call to Order*

Meeting called to order at 1000 by Chair Gina Hardin.

B. *Introductions*

1) New members complete “Nomination” form

New member for Hawkeye Pedershaab and Des Moines County Public Health.

C. *Approval of the Agenda*

A motion was made by Ken to approve the agenda and seconded by Tina. Motion was carried unanimously.

II. Approval of previous meeting minutes – November 3, 2015

A motion was made by Scott to approve the minutes of the last meeting and seconded by Barb. Motion was carried unanimously.

Old Business

A. *Iowa Crude and Biofuels Rail Transportation Study – Update.* Comments made by Gina as follows: A final draft has been prepared as of three weeks ago. It is currently waiting for sign-off on by the State Directors of Iowa Department of Transportation and Homeland Security and Emergency Management Division. The anticipated release date is April. They did a risk and vulnerability assessment per county looking at the number of trains and amount of material transported, vulnerable populations, critical facilities and environmental features along routes within ½ mile of each side of tracks. The report gives each county a risk – low, medium, high. It will be used as a planning tool to prioritize resources and not for legislative rulemaking. It identifies findings/challenges and provides recommendations and improvement actions.

III. New Business

A. *Reports Submitted – Review. Reports received by LEPC since last meeting.*

1) Emergency Response Plan – General Electric Company / received 11/30/2015

2) Contact Update – Federal Mogul / received 1/06/2015

3) Contingency Plan/Hazardous Materials Program – Riley Paint Company / received 1/28/2106

4) Hazardous Material Management Contingency Plan / received 1/28/2016

5) Tier II Emergency and Hazardous Chemical Inventory Reports (2015) / submission due date 3/01/2016

- B. *Hazardous Materials Emergency Preparedness (HMEP) Grants.* Comments made by Gina as follows: No equipment is allowed to be purchased through this grant – training, planning, and exercises only. Comments also made by Scott about the great quality of the following training courses held described below.
- 1) 2016 Grant.
 - i. Training Courses (\$11,193.25)
 1. First Responder Offensive – Held 2/09/2016
 2. Hazmat IQ Refresher & Commodity Flow Survey Review – Held 3/14/2016
 3. Hazmat IQ Air Monitoring – Will be 5/10/2016
 - 2) 2017 Grant – Award (\$9,485.54). We received funding for the courses we applied for. Grant is now a two year grant so we have to look further out with our needs.
 - i. Toxic Medic Training – to be held last quarter of calendar year 2016
 - ii. Conference attendance – 2 attendees to the 2017 International Hazardous Materials Response Teams Conference – date yet to be determined
 - 3) Minimum of two meetings per federal fiscal year required (current year is 10/01/2015 to 9/30/2016). We have to meet at least twice to maintain our grant eligibility.

C. *Exercises*

- 1) FFY 2017 Exercise – Update. Comments made by Gina as follows: Looking at April, 2017 for a full-scale exercises. Tornado scenario based upon training to be held in Maryland in June. Planning team with representatives from each sector to be requested.

D. *ESF #10 – Review/Comments*

Comments made by Gina as follows:

- Annually the LEPC is required to review this document – see page 6.
- Any needed to change the designated Community Emergency Coordinator (CEC)? Currently it is the EMA Coordinator.
- Responsibilities based upon sector start on page 7.
- Ken is reviewing Tier II Reports.
- Changes on attachment are the only changes anticipated.

Discussion of the Tier II reports included the ethanol plant storage building in Burlington, and the need for finding more information on the facility.

There was also discussion regarding the timely manner of reporting hazardous materials releases by facilities and emergency response departments to the Burlington hazardous materials response team for the need of a potential response. Discussion included investigation of how the committee can address this problem.

E. *Other*

- 1) CFATS – Chemical Facility Anti-Terrorism Standards – Fact Sheet/Presentation Options?

Comments made by Gina as follows: The CFATS program identifies and regulates high-risk chemical facilities to ensure they have security measures in place to reduce

the risks associated with these chemicals. The Department of Homeland Security uses a dynamic multi-tiered risk assessment process to identify and regulate high-risk chemical facilities by requiring them to meet and maintain performance-based security standards appropriate to the facilities and the risks they pose. The program also helps educate facility owners and operators on the risks of the chemicals they possess and appropriate security measures to reduce those risks.

The CFATS rule establishes risk-based performance standards for the security of the Nation's chemical facilities that include oil refineries, chemical manufacturers and distributors, semiconductor fabrication sites, agricultural retailers, colleges and universities, and food processing plants. There is a 16 page list of chemicals.

Fact sheets distributed include: Region #7 Chemical Executive Order, CFATS and the Infrastructure Protection Gateway, Resources for law Enforcement and Emergency Responders, and the DHS CFAT Standards.

They are willing to do a presentation (overview "CFAS 101") if we are interested.

Comments were also made by Ken about industry's reporting requirements.

2) Other: _____

G. Future Training/Presentation Topic Suggestions

1) Training options:

- i. 2016 Hazmat Symposium – October 20-21, 2016, Ames
- ii. National Emergency Management Association (NEMA) Crude by Rail video
<https://www.youtube.com/watch?v=nL5DbDLOfQg>

Comments were made by Scott to find out if there is interest in requesting Amtrak to our area. It was decided to request the training.

Comments were made by Gina regarding the benefit Barb Baker has been to the community and the LEPC for many years. Comments were also made how she can still be an able asset to the committee.

IV. Adjournment Protocol

Comments were made by Gina as follows regarding meeting requirements and future meeting scheduling:

- A. *Future Meetings* (minimum requirement of two meetings per federal fiscal year).
Probably in fall (October?)

Meeting adjourned at 1053.

Minutes submitted by Ray Wilson.