

Des Moines County Local Emergency Planning Committee (LEPC)

Meeting Minutes

June 11, 2018 1:30 PM

Great River Area Education Agency

3601 Avenue, Burlington

- I. Opening Protocol
 - A. *Welcome and Call to Order*

Welcome and Call to order at 1:30.
 - B. *Introductions*

Introductions were made and roster signed.
 - C. *Approval of Agenda*

Motion made for approval of the agenda by Ken and seconded by Scott. Motion passed.

- II. Approval of previous meeting minutes - November 6, 2017
Motion made for approval of the minutes of last meeting by Scott and seconded by Ken. Motion passed.

- III. Old Business
 - A. *Hazardous Materials Emergency Preparedness (HMEP) Grants.*
 - 1) 2018 Grant – Award (\$3,394.96)

Gina made comments on grant money available since liquid petroleum (LP) emergency response course was free. Ken is looking at replacing the LP course with an ammonia emergency response course. Ken made comments he is looking into setting up the course. Gina made comments she will have to document course change and get approved by the State because of grant requirements. Also, money needs spent by September 30, 2018.

 - 2) 2019 Grant – Award (\$3,908.55)

Gina made comments that \$3,908.55 is available and she looking at sending 3 individuals to the 2019 International Hazardous Materials Conference. Scott made comments that pervious attendees thought the conference was informational.

IV. New Business

A. *Reports Submitted – Review*

- 1) Gina made comments that GE has submitted a plan update with their new name. Changes were mainly name change and contact changes.
- 2) Gina made comments about the Lowes' letter informing the committee they are a hazardous waste generator.

B. *Exercises*

- 1) Gina made comments on the TransCanada Exercise February 27, 2018 tabletop report. Participants were as follows: emergency responders, Alliant Energy, Great River Medical Center, and TransCanada. Exercise went well with the following improvement suggestions. Improvement suggestions were needed as follows: additional staffing, communications, shelter locations, and mutual aid staffing using the box alarm system. Needed to involve more field level supervisors in the planning and exercises. Training suggestions included emergency responders know how to use the Emergency Response Guidebook, and pipeline incident training for supervisors. Need to hold more exercises. Need to identify safe staging areas for emergency responders and pipeline operators. Need to identify means of citizen notifications. Finding areas of improvements is one of the reasons for performing exercises.
- 2) Gina made comments on the TransCanada full scale exercise scheduled for June 27, 2018. Limited information has been given by TransCanada. Scott made comments that the Haz-Mat team has not been given any information. Gina made comments that Alliant Energy has a lot of resources in the area.

- 3) Gina made comments about the exercise schedule. Have not had a Haz-Mat exercise since April 2015. Scott made comments about incorporating the ammonia training with requested exercise by Baker's Pride facility. Ken made comments that it is a good idea and he'll look into setting up the course. Scott made a comment that he will contact Baker's Pride. Ken made comments his calculations for the facility is a release would cover over a mile. Also, it would be a great facility for hands on training. Class is an 8 hour class with 6 hours of classroom and 2 hours of hands on. After the class, the facility could be used for the exercise.
- 4) Gina made comments to the group about any other facility wanting to sponsor an exercise. Alan made comments about the IAAAP facility will be holding their annual anti-terrorism exercises in November that will include a hazardous materials exercise. Scott and Tammy made comments their facilities are interested in participating.
- 5) Jim made comments his facility may be interested in participating in a future exercise. Tammy made comments that GRMC would be interested in an earth quake scenario exercise. Also, how the area would be impacted and needed supply requirements. Gina and Jim made comments about how an earth quake in the Saint Louis area would impact our area. Tammy made comments about the local impact findings from the Keokuk exercise.

C. Emergency Support Function 10 (ESF-10) – Review Comments

- 1) Gina commented that there were only a few minor changes to the document. Used the State template and plugged the Des Moines county information. Gina briefly went over the document with the group asking for needed changes. None were made. Gina made comments on the review requirements. The document needs reviewed once a year. The LEPC group needs to meet twice a year. The LEPC provides support for fixed facilities, transportation routes, coordinates training and exercises, and appoints emergency coordinator. In the past has been the county Emergency Management office. Required

to work with State Homeland Security, public health, Iowa Department of Natural Resources, and other local officials. Requirements of the Fire Departments in the planning process and their capabilities. Hazardous materials team training and other requirements. Law Enforcement and other local emergency response agencies' requirements. Available Public Information Officer training will be provided by the State. Information on evacuation shelters. Requirements of fixed facility personnel. Roles and responsibilities of State agencies. DESCOM can now receive texts, unless text messages get routed through an Illinois tower, then the text is lost. Evacuation requirements. State wants an exercise to test each ESF within every five years. Each entity is responsible for their training and planning. Maps included in the ESF with the assistance of Ken and County GIS. Maps include facilities of ammonia and chlorine. List of maps will be included because of their stored hazardous materials.

- 2) Gina made comments on sending links of the ESFs for review. Wants people to let her know if they work.
- 3) Gina made comments about the Fire Service Training Bureau Hazardous Materials Symposium on November 1, 2018. There may be grant money for attendance.
- 4) Gina made comments about 44 Tier II reports for Des Moines County on the State site. Review of the lists of reporting facilities. County has one of the highest reporting rates in the State. Ken and Lon made comments they think the reporting is low. Ken made comments that the low reporting may be because of low quantities stored at some facilities, and emergency responders won't know about the stored hazardous materials until called for an incident.

V. Adjournment Protocol

A. *A Future Meetings.*

Gina made a comment that there is a requirement of two meetings per federal fiscal year. Next meeting will be in November after the Hazardous Materials Symposium. Election of officers will be required.

B. *Adjournment.*

A motion was made by Tammy to adjourn the meeting. Seconded by Scott. Motion passed.