

Pima County
Local Emergency Planning Committee (LEPC)
Regular Quarterly Meeting Minutes
October 13, 2010
Pima County Emergency Operations Center

The quarterly meeting of the Pima County LEPC was called to order at 9:00 a.m. by Chairman Don Poage.

John Wisner welcomed everyone to the facility. He explained the administrative procedures of the building to the group. John indicated that the EPA Regional Report was included with the documents given them at the start of the meeting.

Roll call was taken and the following members were in attendance:

Adam Fairman	CTI Trucking
Brett Heck	Arizona Air National Guard
Chief Randy Karrer	Golder Ranch Fire District
Chris Pendleton	Pima County Citizen
Dan Johnston-excused	Veteran's Administration
Don Poage	Pima County Region HazMat Team
Harlan Agnew	Pima County Attorney's Office
John Teachout-excused	Oro Valley Police Department
John Wisner	Pima County OEM & HS
Kenneth Drozd-excused	National Weather Service
Dep. Chief Pat Quinn	Tucson Fire Department
Paul Kramkowski	Raytheon
Randy Ortlinghaus	Southwest Gas Company
Reland Kane-excused	Tucson Electric Power Company
Capt. Scott Laird	Rincon Fire District
Scott Porter	Pima County DEQ
Steve Holland-excused	University of Arizona
Thomas Taylor	Pima County Citizens Corps
Todd Perry-excused	Arizona DEQ
Tony Smith-excused	Western Refining

The following guests introduced themselves to the members:

Bat. Chief John Walka	Rural Metro Fire Department
Cally Handa	Arizona Air National Guard
Kristeen Jones	Arizona Air National Guard
LTC Michael Knotson	Arizona Air National Guard
Sandra Espinoza	T.O. Nation Emergency Management
Courtney Perrier Bear	Arizona Dept. of Transportation
Travis Qualls	Arizona Dept. of Transportation - HazMat
Chuck Vaughn	Tucson Medical Center
Mark Howard	Arizona SERC

The minutes from the July 14, 2010 Regular Quarterly Meeting were approved by the membership on a motion from Pat Quinn and seconded by Randy Ortlinghaus.

Funding Committee Report: (slide 1 of Staff Report) John Wisner informed the membership that all items listed have been purchased with last years HMEP Grant money.

Money from the 2011 HMEP Money was approved for 2 members to attend the National SARA Title Three Professional Officers (NASTTPO) Conference in Las Vegas on October 26 through 29. Pat Quinn and John Wisner are going.

In the process of developing the next years grant request. Anyone with grant items that should be considered, contact John by November 1st.

Membership Subcommittee Report: Randy Ortlinghaus reported that John Walka, Battalion Chief with Rural Metro Fire Dept., has submitting the proper documentation to become a member. The membership subcommittee recommends the committee should honor this request. A motion by Brett Heck and seconded by Pat Quinn to allow Chief Walka to become a member....motion passed.

Randy read a letter to Ken Drozd from his employer, U.S. Dept. of Commerce, informing him that he can no longer be a voting member of the LEPC. Some discussion took place. Mark Howard suggested that the LEPC look into creating an Advisory Committee or membership to allow people like Ken to be part of the LEPC. Randy Karrer asked that this discussion be on the next meeting agenda.

Mark also informed the membership that AZSERC has created a membership Form for use by the LEPCs. This form should accompany the Request for Approval Form sent to AZSERC for approval. John will get the form and make it accessible for perspective members.

Public Readiness Outreach Subcommittee: Committee Chairman Don Poage asked John Wisner to report on the local outreach projects since the last meeting. These outings are:

- October 2nd Three Points Community Fair
- October 8 & 9 Tucson Meet yourself
- October 13th Desert Diamond Casino Safety Fair

Dan Johnston and Ken Drozd helped with the Tucson Meet Yourself.

Safe Havens Sub-committee Report: Adam Fairman made a report for Tony Smith who could not attend.

This committee met on September 2nd. Some things to determine: Types of vehicles, Strength of Substances (49 CFR), Security, Environmental concerns, How to notify, and involvement with other counties.

Fall Seminar: John reported that the 2010 Business Education Seminar will be held on Tuesday, November 9, 2010, from 8:00 a.m. to 5:00 p.m., Desert Diamond Casino on Old Nogales Highway. Brochures had been printed, have/will be distributed; have brochures for anyone who needs them. EPA, Chemical Safety Board, AzSERC, Pima County DEQ & a local business will present information. The cost is FREE...lunch will be provided.

John reported 35 people had registered to date. Courtney Perrier Bear from ADOT recommended that municipal, local county and state governments get invited to the seminar. John will see that they receive a copy of the brochure.

John told the membership that if a member business would like to set-up a booth in the lobby, they should let him know. The LEPC will have a table to hand-out brochures and talk to business owners and operators, particularly for membership.

HazMat Team Reports:

Tucson Fire (Pat Quinn): Exercise in August at the Old Tucson Studios
HazMat Technician Class will start in February 2011
Advanced CAMEO Class will be held in July 2011

Pima Regional HazMat Teams (Don Poage):

- Night Skies training Program to take place in November
- Will be doing "Reach-Back" training in December
- Keeping trainers informed of information
- Developed a working group to standardize Hospital DECON Training
- Don has been meeting with Les Caid trying to create a 501C Non-Profit Organization for HazMat. This would allow funds to be generated by donations.

Rural Metro (John Walka):

- Rural Metro has been responding to routine calls...nothing large.
- Joint exercise with Davis/Monthan in September

TRANSCAER Anhydrous Ammonia Tour: John Wisner reported he had inquired to find a location close to Pima County so that responders could attend with help from the LEPC. Tucson is now one of the stops.

A planning group comprised of responders from Pima, Santa Cruz and Cochise Counties are meeting to begin the planning process for this training. The next meeting of the group is November 2nd at 10:00 am in the Pima County EOC (slide 5 of staff report). John is leading this group.

Staff Report: John Wisner informed the membership of his hand-out report.

John briefly reported on a situation in Arivaca dealing with chemicals in a building in a closed mine. John reported that he could not go into details about the situation but he is working with Pima County DEQ, AZSERC and ADEQ on this. He will report more at the January Meeting.

Old Business: Review of the Revised Hazardous Materials Plan:

John Wisner reported on the changes submitted for up-dating the revised County Hazardous Materials Plan. He explained the process of the creation or developed of the plan.

John explained to the membership that the plan has to review by AZSERC. They have to approve the plan. John asked if the membership would approve the plan without all of the annexes, as some modifications are still needed. Randy Karrer recommended that John submit the plan for review by AZSERC as soon as he completes the annexes. Scott Porter suggested that the plan be re-circulated before the next meeting. Randy further suggested that the membership vote to accept the plan in it's entirety at the January meeting.

The membership agreed that this is the steps that should be taken.

New Business: John Wisner presented 2 Bylaw Changes:

- Section II: 2.03 - Office address change from 130 W. Congress St. to 33 North Stone Ave., Suite 1490
- Section IV: 4.02 – Persons wishing to become a member of the committee shall submit:
 1. A letter of intent to join and participate on the committee;
 2. A resume of qualifications for joining the committee;
 3. A letter from the organization, agency, business, or department that the applicant will be representing;
 4. All documents will be reviewed and recommended by the Membership Committee.

John Wisner and Randy Ortlinghaus explained that this was the process that the Membership Committee was following. Our Bylaws should reflect the way we are doing business.

A motion by Randy Karrer and seconded by John Wisner to approve these changes was passed by the membership.

Second Item: Edward Diaz with the Pima County IT Dept showed and explained the new LEPC Web Site to the membership. He asked that if anyone had any ideas for the new site to send them to him through John Wisner. The site is operating right now and can be accessed at www.pima.gov/lepc.

Public Comment: Chairman Poage asked Mark Howard for any comments.

- Mark spoke to the Applications form on the AZSERC Website.
- He also mentioned several items that the Commission will be addressing at the next meeting. The next meeting will be in January 2011.
- Mark explained the budget situation and some of the issues that he has had to deal with. He advised not to expect any ERF Monies in 2011.
- Mark reported 4,007 businesses reported Tier II Reports and 1.075 Facility Plans for 2009.
- The On-Line Reporting System is being enhanced so that LEPCs can set our own parameters for reports that each LEPC may need.

Chairman Poage asked for any Public Comment on any items presented, on the agenda or any PCLEPC Business...no public comments was heard.

Chairman Poage thanked the membership and guests for their attendance. He extended a welcome back.

Future Agenda Items:

- Address the issue of creating an advisory membership;
- Up-date on the HazMat Plan;
- Up-date on the new website;
- Up-date on up-coming legislation that may have an impact on the LEPC.

NEXT MEETING: **Wednesday, January 12, 2011 – 9:00 a.m.**

Central Ballroom – Hotel Arizona
181 West Congress Street - Tucson

APEX Training: **Wednesday, January 12, 2011 – 11:00 a.m.**

Central Ballroom – Hotel Arizona
181 West Congress Street – Tucson

NOTE: Arizona State Statutes requires LEPC Members to complete this training. A lunch break will take place during this training.

NOTE: Agenda items for the January Meeting due to John Wisner by December 29, 2010.

On a motion by Pat Quinn and seconded by John Wisner to adjourn the meeting, the motion passed. Meeting was adjourned at 10:58 a.m.

To our guests: Interested in becoming a member? A complete an application found on our website, submit a brief resume and a letter from your organization, agency, business or department. Submitted documents go to Randy Ortlinghaus at Southwest Gas (P.O. Box 26500, Tucson, Arizona 85726 or randy.ortlinghaus@swgas.com).

For ADA accommodations, please contact the Pima County Office of Emergency Management and Homeland Security at 520-798-0600

Please park in the Presidio Parking Garage, bring your parking tickets to the meeting.