

Pima County Local Emergency Planning Committee (LEPC)

Regular Quarterly Meeting Minutes January 18, 2012 Pima County Emergency Operations Center

The quarterly meeting of the Pima County LEPC was called to order at 9:33 a.m. by Chairman Don Poage. NOTE: The meeting started later than advertised due to severe traffic congestion on Congress Street.

Chairman Poage welcomed everyone to the meeting.

John Wisner explained the items in the folder. Mike Ardito provided a report form EPA on the activities they are engaged with.

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

Dep. Chief James Stoltenberg for John Walka	Rural Metro Fire Department
Capt. Scott Laird	Rincon Fire District
Chief Patrick Quinn	City of Tucson Fire Department/OEM
Chief Randy Karrer-Excused: John Wisner Proxy	Golder Ranch Fire District
Chris Pendleton-Excused	Pima County Citizen
Chuck Vaughn	Tucson Medical Center
Don Poage	Pima County Region HazMat Team
Harlan Agnew	Pima County Attorney's Office
John Wisner	Pima County OEM & HS
Kenneth Drozd	National Weather Service
Randy Ortlinghaus-Excused	Southwest Gas Company
Reland Kane-Excused: John Wisner Proxy	Tucson Electric Power Company
Scott Porter	Pima County DEQ
Steve Holland	University of Arizona
Todd Perry-Excused	Arizona DEQ
Paul Kramkowski	Raytheon Missile Systems

The following guests introduced themselves to the members:

Damian Guy	Union Pacific Railroad
Greg Featherston	Arizona Lifeline

The minutes from the July 13, 2011 Regular Quarterly Meeting was approved on a motion by Pat Quinn, seconded by Scott Porter.

The minutes from the October 12, 2011 Regular Quarterly Meeting was approved on a motion by Pat Quinn, seconded by Steve Holland.

Funding Committee Report: John Wisner informed the membership that the committee is now operating with 2012 HMEP Grant Funds, that was requested. Again this year, due to the financial state of the state, the ERF Funds will not be available.

Membership Subcommittee Report: Randy Ortlinghaus could not be in attendance due to work constraints. John Wisner reported that he was not aware of any applications being submitted.

John reported to the membership that Dan Johnston has officially retired and is no longer a member. He also reported that Tony Smith resigned as a member as he has been relocated to Albuquerque, New Mexico.

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After some discussion, John Wisner will take over as the Chairman of the Membership Sub-Committee.

John started discussion regarding the Advisory Sub-Committee. He reported to the membership that our LEPC has 4 members that have not met the meeting requirements as approve in the by-laws. He further explained that this situation exists in many Arizona LEPCs. John told the membership in preparation of having this sub-committee approved, he created a membership form which has been approved by AZSERC and is posted on our web site.

A motion by John Wisner and seconded by Paul Kramkowski to move these 4 inactive members to the Advisory Sub-committee. The motion carried. John will send a letter to each member explaining the move.

Ken Drozd and Harlan Agnew will be members of the Advisory Sub-Committee due to their work requirements.

Public Readiness Outreach Subcommittee: Committee Chairman Don Poage had nothing to report. He did inform the membership that now that his term is over as LEPC Chairman and he has another job, another person will need to take over this sub-committee. He reported that he has a person in mind and will talk with them.

Safe Havens Sub-committee Report: Tony Smith did not provide a report on the progress his sub-committee has made. Paul Kramkowski reported that he has been working on the Sub-Committee with Tony and a lot has not yet been accomplished. Paul agreed to take over as the chairman of this Sub-Committee.

HazMat Team Reports:

Pima Regional HazMat Teams (Scott Laird):

- Monthly HazMat Tech Training continues.
- February Training will be DOT Refresher Training
 - Will be held at Tucson Fire Training Ctr. & Northwest Training Ctr.
- Outreach training continues
- The next meeting of the Hazmat Instructors is February 2nd at 9:00 am at Tucson Fire Central

Rural Metro (James Stoltenberg):

- No major incidents to report
- Monthly training continues
- Conducting a Hazmat Drill on Railcars

Tucson Fire (Pat Quinn):

- Finished the fourth quarter hazmat training
- RAC had approved \$75,000 for hazmat training
- Ron Lopez is the new training chief

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

- The next State Commission Meeting is scheduled for January 10, 2012 in Parker.
 - We had no one attend this meeting
- The next HMEP Grant Workshop is scheduled for January 10th (afternoon) and January 11th (morning).
 - Candace Moore who took over for Bonnie Pierce in finance attended
 - No report for the membership

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John informed the membership that he was unable to attend either meeting due to a commitment at the Emergency Management Institute in Maryland.

Old Business:

HazMat Plan: John Wisner reported that the HazMat Plan is basically completed. Additional changes have been made due to several items that have changed.

John has created a Table Top Exercise to be conducted to validate the information in the plan. The exercise will have 3 to 4 scenarios instead of one scenario and having 3 or 4 modules or phases of the situation. The scenarios will take place in different parts of the county in order to ensure the coverage of the information in the plan. He is planning to conduct this exercise in late May or early June. All of the local stakeholders will be invited to attend.

After the exercise the steps is to 1) up-date the plan; 2) present the plan to the membership for approval at the July Quarterly Meeting; 3) develop a resolution for the Board of Supervisors; 4) submit the plan to AZSERC for approval; 5) present the resolution and plan to the Board of Supervisors for adoption.

Safety Performance Indicator Program: John Wisner reported that the sub-committee met a couple of times. They developed a survey relating to the 2009 and 2010 Business Education Seminars. A letter was mailed to each attendee asking them to go to our web site and complete the survey. 125 people were sent letters; only 8 people completed the survey. Although the numbers were low, the people provided good comments, explained how the information has helped their business and requested that we continue the seminars.

John reported that the sub-committee will meet to develop a survey for the participants at the up-coming seminar.

Tier II Workshop: John reported that the time to report Tier II information is upon the business community. He has arranged for Paul Culberson with AZSERC to come to Tucson to go over the Tier II process with businesses. A class is scheduled for January 26th from 8 am to noon and 1 pm to 5 pm. Currently there is low enrollment.

Business Education Seminar: John reported that our Business Education Seminar will take place on Wednesday, February 29, 2012 from 8 am to 5 pm at the Desert Diamond Casino on Old Nogales Highway. The cost is free, the topics have been chosen, and most all of the presenters are arranged. John reported that brochures are being printed and will be available to the membership for distribution. He will be sending a brochure to the Tier II reporting businesses and business that have been identified through "windshield" surveys.

Let John know if you want brochures and how many.

New Business:

2012 Elections: Chairman Poage told the membership that he has learned a lot during his term as chairman. He expressed his gratitude to John Wisner for the help.

Chairman Poage opened the floor for nomination for Chairman. After some discussion, Steve Holland nominated Scott Laird...seconded by Chuck Vaughn. The membership voted unanimously to make Scott the Chairman.

Chairman Poage opened the floor for Vice-Chairman. After some discussion, Paul Kramkowski was nominated by John Wisner and seconded by Pat Quinn. The membership voted unanimously to make Paul the Vice Chairman.

Pima County Local Emergency Planning Committee (LEPC)

2012-2014 LEPC Officers:

Scott Laird, Chairman
Paul Kramkowski, Vice-Chairman
John Wisner, LEPC Coordinator
Harlan Agnew, Legal Advisor

Sub-Committees:

Membership:	John Wisner, Chairman
Outreach:	TBD
Safe Havens for Trucks:	Paul Kramkowski, Chairman
Funding:	John Wisner, Chairman
Safety Performance Indicators:	John Wisner, Chairman
Training and Exercises:	John Wisner

Public Comment: Chairman Poage asked for Public Comments:

Damian Guy with Union Pacific thanked the LEPC for allowing him to attend. He told the group that he is stationed in El Paso Texas. He will respond to railroad incidents in this area. He told the membership that he will attempt to attend future meetings...he has the dates.

Greg Featherston with Arizona Lifeline thanked the membership and Don for allowing him to attend. NOTE: Don Poage now works with Greg. Greg looks forward to attending future meetings.

John Wisner told the group that OEM will be moving to their new facility in July of August. We will be able to meet at the current location in July, but after that our meetings may be at the new facility.

John also told the membership they should think about who OEM will need to contact when a hazmat situation occurs in the county, to work in the EOC. Some discussion ensued; John reminded the membership that no decision needs to be made now. The membership just needs to think about this for discussion at a future meeting.

Don Poage asked to have his membership status changed to the Advisory Sub-committee.

Pat Quinn advised the membership that he will be returning to shift work after his shoulder surgery in February. Chief Mike Smith will be taking his position with Tucson Fire Emergency Management. Pat asked to be a member of the Advisory Sub-Committee.

Future Agenda Items: SPI up-date, Information regarding the NASTTPO Conference and the IAFC Hazmat Conference; status of county plans-developed and approved; EOC Representative, and reports from the various meetings and conferences.

A motion by Pat Quinn to adjourn the meeting was seconded by Paul Kramkowski...the membership voted unanimously.

Meeting was adjourned at 10:45 a.m.

Send agenda items to John Wisner no later than Monday, April 2, 2012.

NEXT MEETING: **Wednesday, April 11, 2012 – 9:00 a.m.**
Pima County Emergency Operations Center
130 West Congress Street – Level B
Tucson, Arizona 85701

NOTE: After the next meeting, April 12th, Arizona State Emergency Response Commission will be conducting the LEPC Training for the membership and the public.

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To our guests: Interested in becoming a member? Complete the application found on our website (www.pima.gov/lepc), submit the form and a letter from your organization, agency, business or department to John Wisner at the Pima County Office of Emergency Management, 33 North Stone Avenue, Suite 1490, Tucson, Arizona 85701 or john.wisner@pima.gov.

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.

DRAFT