

Pima County Local Emergency Planning Committee (LEPC)

Regular Quarterly Meeting Minutes July 10, 2013 Pima County Emergency Operations Center

The quarterly meeting of the Pima County LEPC was called to order at 9:01 a.m. by Chairman Scott Laird.

Chairman Laird welcomed everyone to the meeting.

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

Bat. Chief John Walka	Rural Metro Fire Department
Brett Heck	162 nd Air National Guard OEM
Capt. Scott Laird	Rincon Fire District
Chad Flanigan	Pima County Citizens Corps
Chief Randy Karrer-Excused (JW Proxy)	Golder Ranch Fire District
Chuck Vaughn	Tucson Medical Center
John Teachout	Oro Valley Police Dept.
John Wisner	Pima County OEM & HS
Paul Kramkowski	Raytheon Missile Systems
Randy Ortlinghaus-Excused	Southwest Gas Company
Randy Stevens	Holy Energy Partners
Reland Kane-Excused (JW Proxy)	Tucson Electric Power Co.
Steve Holland-Excused (Brian Seastone Proxy)	University of Arizona
Todd Perry	Tucson OEM

The following Advisory members were in attendance:

Kenneth Drozd	National Weather Service
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The following guests introduced themselves to the members:

Aaron Welch	Arizona CAP Project
Antonio Vereen	Pima County Wastewater
Brian Seastone	University of Arizona
Casey Justin	Tucson OEM
Frank Granados	Santa Cruz County LEPC
R. Grewe	Az. Dept. of Corrections
Steve Hulland	Pinal County LEPC

Chairman Laird requested a moment of silence for the first responders across the U.S. that had died in fires, vehicles accidents and other causes.

The minutes from the April 10, 2013 Quarterly Meeting was approved by the membership on a motion by Paul Kramkowski, seconded by Chuck Vaughn.

Funding Committee Report: John Wisner referred the members to the Staff Report attached to last quarter's minutes.

HAZMAT IQ training was reported to be completed and all expenses have been taken care of. Ethanol Emergencies training will take place in August (8, 9 & 10). All logistics are in place and a flyer is in the member's package.

Table Top Exercise was conducted on June 12th, all expenses have been or being paid at this time.

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John reported that he has a draft of the 2014 HMEP Grant request for the members to review. We will review that document under new business.

Membership Subcommittee Report: John Wisner reported that he had an application from Miguel A. Rodriguez as a member of the Advisory Membership. He is owner of Hazard Prevention Institute in Tucson. John recommended that Mr. Rodriguez be accepted as a member of the Advisory Membership. On a motion from Todd Perry and seconded by Paul Kramkowski, the membership voted to approve Miguel Rodriguez as an Advisory Member of the committee.

John also reported that he had received an application from Steve Hlland for voting membership. John reported that several years ago, Steve was a member of the Pima County LEPC and that he met the requirements to be a voting member. A motion by Paul Kramkowski and seconded by Chuck Vaughn, Steve Hlland as voted into membership.

Public Readiness Outreach Subcommittee: No report...the LEPC needs to appoint someone as chairperson of this subcommittee. If any member would like to take the lead for this sub-committee, please let either Scott or John know. The LEPC has an obligation to inform the communities of our role.

Safe Havens Sub-committee Report: Paul Kramkowski reported that his committee had not met. He indicated that his committee would meet before the next meeting (October) and would be prepared to make a presentation to the membership. He also indicated that he would like to take this sub-committee in a different direction. A safe haven for trucks will be difficult to accomplish due to liability, environmental concerns and political issues. Paul would like to see this sub-committee work towards Commodity Flow Studies...understanding what is going through our county.

HazMat Team Reports:

Pima Regional HazMat Teams (Scott Laird):

- May: participated in the HazMat IQ Training Course
- June: CAMEO Refresher training
- July: Air Monitoring at the Tucson PSTA
- August: Will be doing on-line ICS Training
- Future-March 2014: 2-day training to be put on by the Propane Association – classroom and practical training
- Scott reported that the Hazmat Instructors meet the 1st Thursday of each month at 9:00 a.m. The meetings are being held at Tucson Fire Central

Rural Metro (John Walka):

- No major incidents have occurred
- May: participated in the HazMat IQ Training Course
- June: Conducted an ICS Table Top and Ari Monitoring Training
- July: will be conducting HazMat Refresher competencies

City of Tucson (Todd Perry):

- Mirrors the report from Pima County-They are training with the Regional Teams
- The HazMat Technician Course that was planned for August this year has been postponed until February/ March Timeframe 2014
- The RRT will be conducting Radiation exercises

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

- All Final Reports for AzSERC are completed and sent in;
 - Next report is due on September 30, 2013
- The next AZSERC Commission Meeting will be held on Tuesday, August 13th in Payson. Members are welcome to attend-john will be unable to attend;
- Scott and John attended the Spring NASTTPO Workshop in Vail Colorado on April 15 through 19;
- The Fall NASTTPO Workshop will be held in Houston, Texas on October 14, 15 & 16...If anyone wants to attend, please let John know for budgetary purposes;
- John reported he is finishing up the SPI report to EPA. He reported that he will begin scheduling 10 "Town Hall Workshops" throughout the county to educate the public on HazMats in the community, role of the LEPC and safety measures that the public needs to know;
- John is scheduled to make a presentation on our Safety Performance Indicators (SPI) Program at the New Mexico SERC Workshop in Albuquerque on July 11th;
- Continue to support the County HazMat Technician Refresher Training Program – obtaining training to support the first responders;
- John had flyers for the up-coming Ethanol Emergencies Training being offered August 8, 9 & 10 (3 one-day sessions) at the University of Arizona Services Annex. The LEPC is sponsoring this training being given by the Renewable Energy Association...all first responders, LEPC Members and businesses are welcomed to attend this FREE training;
- Attending:
 - Monthly meetings with HazMat Instructors
 - County Fire Chief's Association
 - MMRS Hospital Sub-Committee

Old Business:

Training & Exercises – were reported earlier in the meeting

County Hazmat Plan Table Top Exercise – was held on Wednesday, June 12th.

John gave thanks to the members that helped out in setting up and participating. 45 people were in attendance...missing many stakeholders as identified in the plan. John reported that a summary sheet (6 pages) had been compiled of the comments and information captured during the exercise.

John reported that as he was entering information into the plan from the exercise, several items needed to be reviewed or caused for more information to be obtained for the plan. The exercise also proposed items that the LEPC should attempt to engage in order to meet our community role.

The members present received a copy of the summary from the exercise. John recommended that the membership review the items in the summary so that we can talk about how we will address those items...for the plan and for the committee. John will make sure that all members get a copy as these items for review and address them at the October Quarterly meeting.

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Hazardous Materials Response Plan – John has made the up-dates that were submitted to him to the plan. Again, he was hoping to incorporate the items from discussion at the exercise into the plan. The information needs to be reviewed and determined what needs to be included and what would be for the best interest of the committee.

New Business:

2014 HMEP Grant Request - John reported to the membership and guest the proposed request totals \$30, 625.00. This reflects many of the same programs as last year:

Business Planning Seminar, NASTTPO Workshops, Hot Zone Conference, Community Right to Know Workshops and materials for our training kit.

There was an increase in request for funds for the annual seminar in January as well as maintaining our involvement with NASTTPO. Funds are also being requested to conduct 10 community workshops to educate the public on the Community Right to Know information. Another item new to the request this year is money to add and replace gaskets and tools for our Chlorine C Training Kit that was purchased with the pressurized rail car valve prop a few years ago.

Paul Kramkowski inquired about a Commodity Flow Study. Many years have passed since the last flow study was conducted. Perhaps we can get money to conduct one. Paul indicated that John has been sending him reports from the U.S. DOT on the increase/decrease of freight going to and coming from Mexico. The problem is the report does not indicate or report what the commodities are.

John Wisner supported that idea. John told the membership that the State Commission would welcome this idea and that we could very possibly get the money to conduct a commodity flow study. John indicated that we would have to use local people to conduct the surveys...volunteer groups, LEPC members, etc. Some discussion ensued as to what training would be needed by these people conducting the survey and their report.

An idea was presented by Paul that possible we could get Santa Cruz County involved with this activity as this would benefit both counties. Frank Granados liked the idea and indicated that this should not be a problem.

After ideas were discussed amongst the members, John asked Paul to create a scope of work to be performed and a dollar amount to be added into the 2014 HMEP Grant request.

John told the membership that once that information was added into the request, he would send the request to the membership. John further explained that an electronic vote would need to be taken to approve the request before the request can be sent to the state. The member ship was in agreement with the process.

Presentations: There were no presentations scheduled. A discussion took place with the final outcome being that the LEPC should ask local businesses to make a presentation about their business and their hazardous materials safety program. John will use the Tier II Report summary to solicit and schedule presentations for future meetings.

Public Comment: Chairman Laird asked for Public Comments:

Future Agenda Items: IGA issues, SPI up-date, report on the 2013-2014 HMEP Grant request, review of the HazMat Plan exercise summary items and the planning process for the Business Planning Seminar;

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A motion by Paul Kramkowski to adjourn the meeting was seconded by Todd Perry...the membership voted unanimously. Chairman Laird thanked everyone for attending today. Meeting was adjourned at 10:23 a.m.

Send agenda items to John Wisner no later than Monday, September 30th for the October Meeting.

Please let John know of any recommendations for a presentation at the October Meeting.

NEXT MEETING: **Wednesday, October 9, 2013 – 9:00 a.m.**
Pima County Emergency Operations Center
3434 East 22nd Street (across from Reid Park)
Tucson, Arizona
(Use Jones Boulevard entrance)

To our guests: Interested in becoming a member? Complete the application found on our website (www.pima.gov/lepc, Membership Tab), submit the form and a letter from your organization, agency, business or department to John Wisner at the Pima County Office of Emergency Management, 3434 East 22nd Street, Tucson, Arizona 85713 or john.wisner@pima.gov.

For ADA accommodations, please contact the Pima County Office of Emergency Management and Homeland Security at 520-351-3200

LEPC Staff Report 7-10-13



- **Funding Sub-Committee:**
 - 2013 HMEP Grant
 - HAZMAT IQ Training is done
 - Ethanol Emergencies Training program from Renewable Fuels Association
 - See flyer
 - Table Top Exercise - June 12th
 - Invoices are in – being paid
 - Prepared 2014 HMEP Grant Request
 - See hand-out

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- Membership Sub-Committee:
 - Miguel A Rodriguez – Advisory Group Member
 - Steve Hlland – Voting Member

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- AZSERC:
 - Commission Meeting:
 - August 13th in Payson - 10:00 a.m. to noon
 - Quarterly Report:
 - Submitted before June 30th
 - TIER II Reports
 - AZSERC has reviewed all Tier II Reports submitted
 - Pima County = 457 submitted for 2013

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- Safety Performance Indicators:
 - Report to EPA to be sent in this week
 - We will begin to plan “Town Hall Meetings” or Community Right-to-Know Workshops
 - To be conducted after October 1st
 - Funds requested in 2014 HMEP Grant
 - Albuquerque, New Mexico SERC/LEPCs
 - July 11th at 8:00 a.m.
 - Hour presentation

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- TRAINING:
 - Continue to support the County HazMat Technician Refresher Program
 - Compress Cylinder Course – being developed
 - Ethanol Emergencies (TRANSCAER)
 - August 8, 9 & 10
 - See flyer
 - CAMEO Refresher – TBD
 - TRANSCAER Rail Training Course - Working

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- NASTTPO:
 - Fall Meeting/Workshop: October 14, 15 & 16
 - Houston, Texas
 - John will be attending – Scott possibly
 - Spring Fall Meeting/Workshop: April TBD
 - New Orleans
 - Let John know if anyone wants to attend (for budget)

LEPC Staff Report 7-10-13



- HazMat Plan Table-Top Exercise:
 - Conducted on June 12th
 - 44 people attended
 - Good information for the plan, information that needs to be obtained, and new LEPC projects
 - See Report
 - Information from the exercise will update current plan to be presented to BOS for adoption

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- On-going Items:
 - Monthly Meetings with HazMat Instructors
 - Reporting to Fire Chief's Association
 - Working with the Hospital Sub-committee
 - Continue planning for the identified activities
 - Working on the State Wide Exercise
 - Exercise date: November 6th

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- Statistics:
 - Advance HazMat Releases: 0
 - Notice of Radioactive Shipments: 0
 - NRC Reports Received: 3
 - Public Request for Information: 5