

Pima County Local Emergency Planning Committee (LEPC)

Regular Quarterly Meeting Minutes October 9, 2013 Pima County Emergency Operations Center

The quarterly meeting of the Pima County LEPC was called to order at 9:12 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	Golder Ranch Fire District
Chris Pendleton	Citizen
Chuck Vaughn	Tucson Medical Center
Damian Guy	Union Pacific Railroad
John Wisner	Pima County OEM & HS
Joyce Stout	Pima County Health Dept.
Paul Kramkowski	Raytheon Missile Systems
Randy Ortlinghaus-Excused	Southwest Gas Company
Randy Stevens	Holy Energy Partners
Scott Porter	Pima County DEQ
Todd Perry	Tucson OEM

The following guests introduced themselves to the members:

Antonio Vereen	Pima County Wastewater
Michael Holberg	CTI

The minutes from the April 10, 2013 Quarterly Meeting was approved as corrected by the membership on a motion by Paul Kramkowski, seconded by Todd Perry. John Wisner informed the membership of corrections to 1st paragraph-page 4, under NEW BUSINESS: the 2014 HMEP Grant requests should have been \$35,201.00 for LEPC Activities and \$30,628.00 for training activities.

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

John reported that he the requested HMEP Grant money for 2014 was submitted, after the electronic vote of the membership to approve the 2 requests. Approval was given for 2 people to attend the Fall NASTTPO Workshop and 5 HazMat Techs to attend the HOT ZONE Conference, both in Houston Texas in October. The balance of the requested grant money is under review. We will review that document under new business.

Membership Subcommittee Report: John Wisner reported that he had an application from Chief Brad Olson with the Tucson Fire Dept. Several years ago, Chief Olson was a member of the LEPC and now his position allows him to participate again. John recommended that Chief Olson be accepted as a member as a voting member. On a motion from Todd Perry and seconded by Paul Kramkowski, the membership voted to approve Chief Olson as a member of the LEPC.

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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 reported that this committee will transform into the Commodity Flow Study Committee. John reported that based upon the discussion at the last LEPC Meeting, he and Paul worked to include the cost of conducting a Commodity Flow Study into the request for 2014 grant. This was the reason for the electronic vote to approve the grant requests.

Paul asked for members to assist him with the needs of this committee. Paul indicated that indicated that his committee would meet before the next meeting (January) in order to review and create the parameters for the study. His committee will begin the planning process to conduct the study upon approval of the grant. John will provide Paul and the committee with previous Commodity Flow Studies that were conducted by the state to help with the planning process. The committee is hoping that local organizations and LEPC Members will be willing to participate in the study.

HazMat Team Reports:

Pima Regional HazMat Teams (Scott Laird):

- September: Incident Command Training - Classroom
- October: On-Line activity with a focus on Incident Command
- November: Hands-on, Full-scale HazMat Exercise
- December: TRANSCAER will be conducting rail training
- Future-March 10 & 11, 2014: 2-day training to be put on by the Propane Association – classroom and practical training
- HazMat Technician Course will begin on February 3 and run through March 7, 2014
- 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
- All personnel have gone through Hazmat Operations Course

City of Tucson (Todd Perry):

- Mirrors the report from Pima County-They are training with the Regional Teams
- Reported that Fred Leahy, the glue of the Hazmat Program will be retiring in 2014. Looking for someone to take his place

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

- All Final Reports for AzSERC are completed and sent in;
- The next AZSERC Commission Meeting will be held in January, time and locations to be determined. Members are welcome to attend-let John know;
- John Wisner and the OEM Compliance Officer to attend the Fall NASTTPO Workshop in Houston Texas on October 15 through 17;
- The Spring NATTPO Workshop will be held in New Orleans in April. If anyone wants to attend, please let John know;
- John reported he is finishing up the SPI report to EPA.

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- John reported that his presentation on our Safety Performance Indicators (SPI) Program at the New Mexico SERC Workshop was very well received. The LEPCs in New Mexico may ask for our help to develop their program;
- Continue to support the County HazMat Technician Refresher Training Program – obtaining training to support the first responders;
- He continues to attend:
 - Monthly meetings with HazMat Instructors
 - County Fire Chief's Association
 - MMRS Hospital Sub-Committee

Old Business:

County Hazmat Plan – Since the exercise in June and the LEPC meeting in July, information to up-date the plan has been arriving. John reported that he is up-dating the plan as the information is arriving. John Told the membership that he has sought out information and forms that were identified from a review 2 years ago.

John also reported that he had developed a survey and is being sent to several of the businesses in Pima County. The survey is obtaining information on response capabilities they have. Equipment, training, type of team are only a few items that the survey is asking. Most of the Tier II businesses were sent the survey and are due back by November 1st.

On this topic, John reported that he also gave the HazMat Teams the SOPs from the hazmat plan. They too have been asked to be returned by November 1st, to be added to the plan.

Once this information is obtained, the plan will be up-dated and sent to the State for review. We have an obligation to have our plan reviewed by the SERC each year.

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;

Report on 2014 Grant Request – as reported earlier, the grant requests were submitted as required and at this time no word has been received as to what has been approved.

New Business:

2014 LEPC Activities - John reported to the membership and guests the proposed requests are for the following activities:

- Commodity Flow Study – This would reflect the types and hopefully the amounts of HazMats traveling through Pima County. The last study of this nature was conducted in 2006. A Study was conducted in 2009 for the I-19 Corridor only. John reported that this study would be at many of the same locations as the 2006 study as well as several more locations, for a total of about 12 designated locations (see Coordinator's Report).
- Community Right-to-Know Workshops – These 2 to 3 hour workshops will be held in various communities throughout Pima County. The purpose is to 1) inform the public who the LEPC is and what it does. 2) Advise them of the HazMats within their community. 3) Ideas or actions that they should take when a release occurs. 4) The response capabilities that exist in their communities.

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These workshops would be conducted after the Commodity Flow Study to provide recent, up-date data pertaining to the transportation industry. This is also an area in the SPI Program that we can complete (see Coordinator's Report).

- Business Planning (Educations) Seminar – The same type of seminar that has been supported by the LEPC for the business community. The seminar will focus on hazmat compliance, safety, lessons learned, and planning for a HazMat release. John's vision is to partner again with SAEMS to have vendors. John presented a list of presentations that the attendees last year had suggested for this year seminar. A projection date for the 2014 Seminar is Wednesday, January 29th...location to be determined. Suggested topics are in the Coordinator's report.
- NASTTPO Workshops – Fall in Houston Texas and spring in New Orleans Louisiana.

2014 Training Activities:

- Up-date & replace tools in the LEPC training Chlorine C Kit;
- Sending 5 hazmat Technicians to Hot Zone HazMat Education Conference in Houston, Texas;
- Sending 2-3 people to the IAFC HazMat Response Teams Conference in Baltimore, Maryland;
- Ethanol Training Course for all first responders, TBD;
- Send 5 to 7 HazMat Technicians to the Continuing Challenge HazMat Conference in Sacramento, California in September

Presentations: John Wisner advised the membership that the County was upgrading their website. The website will be more departments specific. John showed the membership and guests what the new LEPC website will look like. John walked through each of the sections on the site and asked for suggestions. The lay-out of the site is to help the public, the business community and the First Responders with information regarding hazardous materials. John reported that he is hopeful to have the website operational by December 1st. If anyone has any suggestions, please submit them to John.

One suggestion was to add a Frequently Asked Questions section for people to review.

Public Comment: Chairman Laird asked for Public Comments:

John reminded the membership that January 2014 the committee will conduct nominations and election of officers. If anyone is interested in becoming an officer of the LEPC, your desire needs to be communicated to the membership at the January Meeting.

No other comments were communicated.

Future Agenda Items: Report on the 2013-2014 HMEP Grant request, information for the Business Planning Seminar, the hazmat plan up-date and the other planned LEPC activities;

January Presentation: Paul Kramkowski offered to make a presentation of the expansion to the Raytheon/Airport area.

A motion by Scott Porter to adjourn the meeting was seconded by Joyce Stout...the membership voted unanimously. Chairman Laird thanked everyone for attending today.

Meeting was adjourned at 10:12 a.m.

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Send agenda items to John Wisner no later than Monday, December 30th for the January Meeting. Remember, the January Meeting is Nomination and Election of Officers.

The LEPC is very interested in presentations from businesses and organizations on hazardous material related topics. The presentation should address processes, equipment, safety programs, preparedness programs, or other similar topics.

Guests are always welcome to attend.

NEXT MEETING: **Wednesday, January 8, 2014 – 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 520-724-9300

LEPC Staff Report 10-9-13



- Funding Sub-Committee:
 - 2013 HMEP Grant
 - Left over Funds:
 - Protective Tubes for ICS Forms
 - Postage for Business Survey
 - 2014 HMEP Grant
 - Approved for 2 people to attend NASTTPO Workshop
 - Approved to send 5 HazMat personnel to HOT ZONE
 - AZSERC to approve remaining requests

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LEPC Staff Report 10-9-13



- Safety Performance Indicators:
 - Begin to plan “Town Hall Meetings” or “Community Right-to-Know Workshops”
 - To be conducted after October 1st
 - Funds requested in 2014 HMEP Grant
 - Business Planning Seminar
 - January 29, 2014
 - Projected list of topics
 - Location to be determined

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- TRAINING:
 - Continue to support the County HazMat Technician Refresher Program
 - TRANSCAER Rail Training Course
 - To be conducted in December or January
 - Waiting on confirmation from TRANSCAER

LEPC Staff Report 10-9-13



- NASTTPO:
 - Fall Meeting/Workshop: October 14, 15 & 16
 - Houston, Texas
 - John & OEM Compliance Officer
 - Spring Fall Meeting/Workshop: April TBD
 - New Orleans
 - Money requested for 3 people

LEPC Staff Report 10-9-13



- 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

LEPC Staff Report 10-9-13



- HazMat Plan Table-Top Exercise:
 - Many submissions of telephone numbers
 - Gave each HazMat Team SOPs for review
 - Copies what is in annex now
 - Obtained "Press Release Template" from PC Communications Dept.
 - Sent out survey to businesses
 - Capabilities

LEPC Staff Report 10-9-13



- 2014 HEMP Grant Request:
 - LEPC Activities: \$35,201.00
 - Business Planning Seminar
 - January 29, 2014
 - Community “Right-to-Know” Workshops
 - 10 locations across County
 - Commodity Flow Studies
 - 10 locations
 - Attend 2 NASSTPO Workshops
 - Houston - Fall 2013
 - New Orleans – Spring 2014

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

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• Business Planning Seminar Suggestive Topics:

- | | |
|---|---------------------------|
| • Public Safety Highway Safety & Prevention | Az. DPS |
| • Shipping Requirements | U.S. DOT |
| • HazMat Case Studies | Chemical Safety Board |
| • Local Business Experience | Honeywell or Alcoa or IBM |
| • Shipping HazMats by Rail | Union Pacific Railroad |
| • Fire Codes & HazMats | Az. Fire Marshal |
| • Role of the LEPC | PC LEPC & AzSERC |
| • Facility Emergency Response Plans | EPA or PC LEPC |
| • Safety Data Sheet Up-date | OSHA – Fed or Az. |
| • Pipeline Safety | National Pipeline Safety |
| • Managing multiple permits | EPA/DOT |
| • Local Regulatory Reporting Requirement | PC LEPC/AZSERC |

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• 2014 HMEP Grant Request:

- Training Activities: \$30,628.00
 - Up-date & replace tools in Chlorine “C” Kit
 - HOT ZONE Hazmat Conference: Houston-Fall 2013
 - IAFC HazMat Conference: Baltimore-June 2014
 - Ethanol Emergencies Training Course: Tucson-TBD
 - Continuing Challenge HazMat Conference: Sacramento-Fall 2014

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- Commodity Flow Study:

- Projected Locations:
 - I-10 @ Marana Road
 - SR 77 near County Line
 - SR 77 @ Tangerine Road
 - I-10 East of I-19
 - I-19 @ Ajo Exit
 - I-19 @ County Line
 - I-10 @ SR 83
 - SR 86 @ SR 286
 - SR 85 @ SR 86
 - SR 86 north of Ajo
- 6 am to 6 pm for 3 days
- Use of Volunteers

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- “Right to Know” Workshops

- 2 to 2.5 hours
- Educate the public program
 - LEPC and responsibilities
 - HazMats in each community
 - Response capabilities
 - Preparation for a release
- Possible Locations:
 - Green Valley
 - Sahuarita
 - Vail
 - Ajo
 - Marana
 - Oro Valley
 - 3 locations in Tucson
 - 1 Tucson Estates area