

Pima County Local Emergency Planning Committee

Regular Quarterly Meeting Minutes January 14, 2015 Pima County Emergency Operations Center

The quarterly meeting of the Pima County LEPC was called to order at 9:10 a.m. by Chairman Scott Laird (due to an accident on I-10).

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 – Proxy	Arizona Air National Guard
Chad Flanigan	Pima County Citizens Corps
Cheryl Bender	American Red Cross
Chief Randy Karrer-Excused	Golder Ranch Fire District
Chris Pendleton	Citizen
Randy Stevens	Holy Energy Partners
John Wisner	Pima County OEM
Joyce Stout	Pima County JTED
Paul Kramkowski	Raytheon Missile Systems
Paul Taylor	Tucson Medical Center
Scott Laird	Rincon Valley Fire Dept.
Scott Porter-Excused	Pima County DEQ
Steve Holland	University of Arizona
Steve Hulland-Excused	Civil Air Patrol
Steve Johnson	Town of Marana

John Wisner reported that he was given the proxy vote for Randy Karrer and Scott Porter.

The following guests introduced themselves to the members:

Aaron Welch	Central Arizona Project
Adam Silva	Arizona Air National Guard
Antonio Vereen	Pima County Wastewater
Chris Bohler	Carondelet Healthcare Network
Eden Decasio	Arizona Air National Guard
Griselda Moya-Flores	Pima County OEM
Ken Drozd	National Weather Service
Michael Kinston	Arizona Air National Guard
Paul Stewart	Arizona Air National Guard
Shannon Thalmann	Carondelet Healthcare Network

The minutes from the October 8, 2014 Quarterly Meeting was approved by the membership on a motion by P. Kramkowski, seconded by Steve Holland.

Funding Committee Report: John Wisner referred members to his Staff Report in their folder:

John reported that the first slide shows the HMEP Grant allocations approved for 2015. A couple of the projects have been completed or in the competition stage.

Pima County Local Emergency Planning Committee

John informed the membership that AZSERC will be in Tucson to audit the 2013 & 2014 HMEP Grant on Thursday, January 29th.

Membership Subcommittee Report: John Wisner reported that he had received one (1) application for membership:

Chris Bohler with Carondelet Healthcare Network

John reported to the membership that Chris met the requirements according to our By-laws.

On a motion by Paul Taylor, seconded by Chris Pendleton, the membership voted to accept Chris Bohler as a Member.

John reported that after review of the membership attendance, we had one member that had not met the requirements according to the By-Laws. He was notified by letter and he responded with a series of e-mails. The member has asked to change his membership from active to Advisory Membership. Motion by Joyce Stout, seconded by Paul Kramkowski, motion carried...the member is John Teachout.

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.

Commodity Flow Study Report: John reported that the study was conducted on Wednesday, November 19th.

Several volunteer groups assisted with completing the study. They were:

Green Valley CERT
Green Valley Fire Corps
Green Valley Fire Department
Green Valley Sheriff Assist Volunteers
H2O Environmental
Oro Valley CERT
Pantano Disaster Assistance Team

John turned the report over to Paul Kramkowski who had analyzed and arranged the data on slides. Paul presented a slide show showing the results of the study. (Copy of the slides provided).

John reported that he created Certificates of Appreciation to these groups. John Presented Chad Flanagan with the certificate for Pantano Disaster Assistance Team.

John also thanked Chad Flanagan, Steve Hulland and Paul Kramkowski for the work they put into the study.

HazMat Teams Reports: Scott Laird and John Walka reported

- No major incidents have occurred
- Training together has been working well
- Monthly training continues: January=Chemical ID, February=DOT Refresher
- All three teams reported that they continue to attend and support the monthly training program

Pima County Local Emergency Planning Committee

- John Walka reported that Rural Metro is conducting training of personnel in developing a High Infectious Response Team. This team would respond to assist people with contagious diseases reported. This will reduce the number of teams to become affected.

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

- All Reports for AzSERC are completed and sent in;
- John needs someone from the membership to attend the AZSERC Commission Meeting and the HMEP Workshop on January 20th. John will be out of town that week and will be unable to attend. If anyone can attend, please let John know;
- The Fall NASTTPO Workshop was held in Houston, on October 14 through 16. John, Chairman Laird and Griselda Moya-Floes (Grant Manager) attended the workshop. There was a lot of information presented on the Executive Order and the MAPP-21, commodity flow studies, and more. The Spring Workshop will be in Portland Maine in May;
- The annual LEPC HazMat Safety Seminar is scheduled for Wednesday, January 28th. Presenters have confirmed, 88 people have responded, no vendors responded this year. Need help with facilitation of the afternoon programs...will have 2 break-out rooms and need help introducing the presenters;
- Continue to support the County HazMat Technician Refresher Training Program – obtaining training to support the first responders;
- The Wireless Microphones were ordered, have been received and delivered to each HazMat Team in the county;
- John had the opportunity to attend a Train-the-Trainer Course sponsored by the Renewable Fuels Association. Went to Des Moines Iowa for the 1 day training. Will be delivering the 4-hour course throughout the county in 2015;
- Report to the County Fire Chief's Association;
- John reported for 2014:
 - Advance HazMat Release Notifications (gas): 5
 - 19 HazMat Releases reported to the county;
 - 18 through the National Response Center (NRC)-
 - 1 Business reported to the LEPC via letter
 - Products released: Lubricating Oil, Refrigerant gases, Motor Oil, Lead, Sulfuric Acid, Hydrochloric Acid, Flammable Paint, Anhydrous Ammonia & Diesel Fuel
- Our new website has been turned over to us... I hope to have additional items added as soon as possible. If members have items for the website, please submit them to John Wisner.

Old Business:

Annual HazMat Safety Seminar – John had reported on this during his report.

New Business:

HazMat Plan Exercise – John reported that this is the year that we need to conduct an exercise to validate elements of the plan. John posed the question to the group: what type of exercise do we want to conduct and when. Discussion ensued regarding the time frame to plan the exercise. John advised the group that at least 3 months should be the planning timeframe. Many logistical items need to determine early in the planning phase. John asked

Pima County Local Emergency Planning Committee

for help from the membership to work on this project. John will develop some objectives and send out to the membership.

By-laws – John handed out a copy of the By-Laws to each member. He told the membership that during a review of the by-laws in December, he noticed several items that needed corrected. He made the correction and forwarded those corrections to the County Attorney Paula Perrera, for review and comment (no response as of this date). John asked the membership to review the document and we will make any changes at the next meeting (April 8th). John said that he will post the up-dated version on the website for the members not in attendance can review.

Future of the LEPC – John told the group that he is becoming overwhelmed with all the tasks and projects that are assigned to him in OEM. He needs help...members need to step-up to help out with the LEPC projects. There are several that we need to do, according EPCRA, the Federal Regulation and the State Statutes. John reported that all the LEPC Projects in the past several years have only been accomplished mainly by him. There are 22 members of the organization and only 1 is doing most of the work.

The membership needs to determine if it wants to resort to the same mode of operation as the 5 or 6 counties in the state or to maintain a level of expectancy, complying with the federal and states laws. John told the group that he does not want Pima County to be another West Texas.

Presentations:

Randy Steven with Holly Energy Partners gave a slide presentation regarding the operations at the Tucson Facility.

Public Comment:

Chairman Laird asked for Public Comments:

Requests for the agenda for the next meeting:

Report on the HazMat IGA Agreements with HazMat Teams/Fire Departments

By-Law Review

Commodity Flow Study Report

HazMat Plan Exercise

Future of Pima County LEPC

Chairman Laird thanked the guests for attending.

The meeting was adjourned by Chairman Laird at 11:21 a.m.

April Presentation:

Open to any business that would like to make a presentation on their operation.

The LEPC is very interested in presentations from businesses and organizations on hazardous material or safe operation related topics. The presentation should address processes, equipment, safety programs, preparedness programs, or other similar topics. Presentations should be 30 minutes in length.

Meeting was adjourned at 10:11 a.m.

Send agenda items to John Wisner no later than Monday, March 30th for the April 2015 Meeting.

Pima County Local Emergency Planning Committee

Guests are always welcome to attend.

NEXT MEETING:

Wednesday, April 8, 2015 – 9:00 a.m.

Pima County Emergency Operations Center
3434 East 22nd Street (across from Reid Park)
Tucson, Arizona 85713
520-724-9300 Office
(Use Jones Boulevard entrance)

2015 Meeting Dates:

April 8th, July 8th, & October 14th

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

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LEPC Staff Report 10-8-14



- Funding Sub-Committee:
 - 2014 HMEP Grant
 - Left over money was not spent – sent back
 - AZSERC is not extending any programs
 - 2015 HMEP Grant
 - Approved 10 HazMat personnel to HOT ZONE in Houston in October
 - Approved 3 people to go to NASTTPO Workshop & HOT ZONE
 - Emergency Response Fund
 - See attached documents

LEPC Staff Report 10-8-14



- Commodity Flow Study Sub-Committee:
 - Paul stepped down as Chairman
 - Some items were purchased
 - Study
 - Week of November 17th
 - Training the first 2 weeks of November
 - Need to reaffirm commitments
 - Could use help
 - Meeting today after Quarterly Meeting

LEPC Staff Report 10-8-14



- TRAINING:

- Continue to support the County HazMat Technician Refresher Program
- Continue to look for training programs
- Ethanol Emergencies Course to be offered 2015
 - 4 hour course
 - Course material printed

LEPC Staff Report 10-8-14



- HazMat Seminar

- Tentative Date: January 28, 2015
- Location: TBD
- Speakers:
 - Chemical Safety Board?
 - National Pipeline?
 - U.S. DOT?
 - Alcoa Fasteners?
 - Transportation Organizations?
 - Up-date on Executive Order 13650?
- Waiting on grant authorization

LEPC Staff Report 10-8-14



- NASTTPO:

- Fall Meeting/Workshop:

- October 14 through 16
 - Houston, Texas
 - Scott, John & 1 person from OEM planning to attend



LEPC Staff Report 10-8-14



- 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
 - Wireless or Hands-Free Microphones for HazMat Teams approved
 - Purchase order being created

LEPC Staff Report 10-8-2014



- **Statistics:**

- 2014 Advance HazMat Releases: 0
- 2014 Notice of Radioactive Shipments: 0
- 2014 HazMat Releases: 7
 - NRC Reports Received: 6
 - Lubricating Oil, Refrigerant Gases, Motor Oil, Lead, & Diesel Fuel
 - Business Reported to LEPC: 1
 - Diesel Fuel
- 2014 Public Request for Information: 0

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