

# Pima County Local Emergency Planning Committee Regular Quarterly Meeting Minutes

January 11<sup>th</sup>, 2017

Pima Emergency Communications and Operations Center



1. Call to Order – Chairman Laird at 9:02
2. Introduction of Members and Guests

## Members:

Courtney Bear – LEPC Coordinator	Pima County Office of Emergency Management
Cheryl Bender	American Red Cross
Cari Cunningham	Arconic Fastening Systems
Damian Guy	Union Pacific Railroad
Christopher Hattan - absent	BASF Mining Solutions
Steve Holland	University of Arizona
Steve Hulland - excused	Pima County Citizen/Civil Air Patrol
Steve Johnson	Town of Marana
Randy Karrer- excused	Golder Ranch Fire District
Paul Kramkowski – LEPC Vice Chair excused/proxy	Raytheon Missile Systems
Scott Laird - LEPC Chairman	Rincon Valley Fire District
Jeff Langejans	Tucson Fire Department
Michael Parham - excused	Southwest Gas
Chris Pendleton	Pima County Citizen
Scott Porter	Pima County DEQ
Randy Stevens- excused/proxy	Holly Energy Partners
Joyce Stout – absent	Pima County JTED
Paul Taylor	Tucson Medical Center
Dan Wittenberg - absent	Kinder-Morgan
John Walka - excused	Rural Metro Fire Department
Walter Yosin III	Tucson Electric Power
Jeffery Zenan – excused/proxy	Materion Ceramics

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## Present Guests and Proxies:

Jessica Paulson	Davis Monthan AFB
Debyn Benjamin	Davis Monthan AFB
Hector Andrade	Davis Monthan AFB
Lyndon Denton	Apache Nitrogen Products
Timothy Bolton	Pima County Citizen
Ken Drozd	National Weather Service
Rob Howlett	National Weather Service
Travis Qualls	Arizona Department of Transportation
Yvonne Rodriguiz	Arizona Department of Environmental Quality
Freddie Ortiz	Holly Energy Partners
Steve Dudley	University of Arizona Pharmacy
Matt McGlone	Sahuarita Police Department
Joey Kosiorowski	Green Valley Fire District
Tom LaSure	Raytheon
Adam Silva	Arizona National Guard
Ashley Ortiz	Arizona National Guard
Mike Ori	University of Arizona
Briad Stevens	Tucson Fire Department
John Wisner	Pima County Office of Emergency Management

John Wisner addressed the audience and said goodbye. Mr. Wisner is the former LECP Coordinator and he is moving to North Carolina for a new job opportunity and we wish him well.

3. Review/approval of the last meeting minutes – The minutes from the October 12<sup>th</sup> meeting were reviewed. Motion for approval by Chris Pendleton, seconded by Steve Johnson, and the membership approved.
4. Subcommittee Reports:
  - a. Membership Subcommittee
    - i. Applications – Tim Bolton was presented at the October meeting for a vote. Cari Cunningham requested that Mr. Bolton speak on his behalf since she missed his introduction at the last meeting. Paul Taylor motioned for approval of Tim Bolton to the committee representing the citizens of Pima County, Cari Cunningham seconded and the

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membership approved. Mr. Bolton's application will be forwarded to AZSERC by Coordinator Bear.

- b. Public Readiness Outreach Subcommittee
    - i. Logo – The logo is ready for use and already replaced on the webpage. Copies of several proof options were given to the members. The logo will be used on all printed and electronic media. Planned uses also include hand-out cards.
    - ii. Media and Joint Information System update – Coordinator Bear updated the group on the plans to integrate communications concerning the LEPC into the new County Communications plans that OEM is working on. Judy Lynn was unable to attend, so additional information will be available at the next meeting.
5. Coordinator's Report
- a. Grant Update
    - i. Emergency Response Funds – All requests that were approved from last year and this year are being consolidated by ADEQ which will save money on bulk purchasing on items such as calibration gases.
    - ii. Hazardous Materials Emergency Preparedness - Award letter received from ADEQ - \$32,709. ADEQ will be providing a breakdown of the award this week (after the meeting: Planning \$1200, Training \$31,509). Coordinator Bear informed everyone that there is training money and if their agency will support them, they can request to attend. Upcoming events include the AZSERC Workshop (Feb 22<sup>nd</sup>-23<sup>rd</sup>), Annual NASTTPO Conference, IAFC Hazmat Team Conference, and the HAZMAT Continuing Challenge. The attendees for latter two will be offered to the Regional Hazmat Committee as usual. We didn't send anyone to the Fall NASTTPO, but Coordinator Bear is attending the Western States SERC meeting instead.
  - b. Training Update
    - i. ADEM/ADEQ Committee for updating curriculum on Hazmat Awareness, Operations and Technicians. The first meeting is on January 17<sup>th</sup> in PHX. There are two representatives from Pima County. The curriculum for educating first responders has not been updated in over 10 years.
    - ii. ADEQ procedures for training approvals and reimbursements – Yvonne let everyone know that the approval process for now is by email.
6. Regional Hazmat Team Report
- a. Report incidents – Chairman Laird reviewed the last quarter's hazmat calls. They were majority gas leak calls. There were 14 in Pima County. ADEQ thanked everyone for their diligent reporting.
  - b. Regional SOGs – Coordinator Bear reported that two are complete with another two going out within a week or so. Chairman Laird is proud of the Mercury

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response SOG that is also being reviewed by the Southern Arizona Poison Control Center.

- c. Training – Chairman Laird reported on the regional hazmat drill held in September. There were over 150 local responders that participated over 5 days. This included over 12 different agencies. This was a ‘real time’ drill where units were actually dispatched from their stations. Regional training continues in January with decon as the focus for the next quarter.
  - d. Equipment – SHSGP grant applications are due in February. Chairman Laird is on the equipment subcommittee for the region. Equipment purchases are coordinated amongst the different grant programs locally and regionally (Pima, Santa Cruz, Yuma and Cochise) to use funds efficiently. This is working well.
7. Old Business
- a. Bylaws – A short discussion was led by Coordinator Bear. The Pima County Attorney’s Office worked with her on a complete revision. New bylaws reflect actual operational methods for the Committee. The attorney is still investigation the necessity of subcommittees following AZ Open Meeting Law. This will affect our documentation retention and notice requirements. At this time, there are no active subcommittees, just staff working on projects, so there is time to figure out. The Bylaws can be revised at any meeting if there are any changes needed.
  - b. LEPC Hazardous Materials Response Plan – this is the next plan revision after Coordinator Bear wraps up the Pima County Multijurisdictional Hazard Mitigation Plan.
8. New Business:
- a. ADEQ Reporting Procedures – Yvonne Rodriguez presented the new ADEQ reporting page for discussion. Mrs. Rodriguez fielded questions from the Committee. Responders may use the form, phone or email to report. This is strictly for equipment justification purposes for responders through the Emergency Response Fund grant and for justification for training and planning funds through the Hazardous Materials Emergency Preparedness funds both through the USDOT. This information is not used for regulatory enforcement. Businesses and agencies must still report according to their permits or reportable quantities. Ms. Rodrigues also reminded the responder agencies that if they are using up equipment during calls to note that on their reports. The new Tier II database is open and ready for reporting for business and other entities that are required to report annually.
    - i. For hazmat incident reporting and Tier II information, see the AZSERC website at <http://www.azdeq.gov/AZSERC>.
9. Presentations:
- b. Lyndon Denton – Apache Nitrogen Products, Inc. Supply Chain Management – Mr. Denton gave a historical overview of the ANPI near Benson, AZ. They move materials through Pima County, so they want to make sure LEPCs and

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responders know what to expect to see in transport. They produce both liquid and solid nitrogen containing compounds for mining and agriculture.

- c. SSgt Jessica Paulson, Hector Andrade, and Airman Debyn Benjamin – USAF Emergency Management Davis Monthan – they gave an overview of their capabilities and a quick run-through of some of the equipment they use for identification of materials.
10. Public Comment – No public comment
11. Future Agenda Items – Coordinator Bear asked for presentations and agenda items for next meeting. Randy Stevens from Holly Energy Partners will be a presenter in April. Chairman Laird asked if there were any training announcements for the good of the Committee – Rio Rico has a propane class, nothing from Damian Guy from UPRR at this time, Yuma Ammonia Days are coming up, ADEQ has some meth lab awareness training coming up in Sierra Vista.
12. Adjournment – Adjourned at 10:21 by Chris Pendleton motion and Steve Johnson second, Committee in favor.

Next Meeting: April 12<sup>th</sup>, 2017 at 9:00 a.m.  
Additional 2017 Meeting Dates: July 12<sup>th</sup> and October 11<sup>th</sup>

For ADA accommodations or directions to the facility, please contact the Pima County Office of Emergency Management at 520-724-9300