
HELP CAER™

Quarterly Newsletter

June 2010

Serving the East Multnomah County Public/Private Sectors since 1993

Dale Shamp, NACCO Materials Handling Group– Facilitator
Jim Slauson, - Program Coordinator
Cherilyn Foglio - Program Coordinator

Karen Reynolds, MHCC – Newsletter
Theodora Tsongas, PSU - Newsletter

HELP CAER in East Multnomah and Clackamas County.....

would like to invite each and every one of you who receive this newsletter to attend our next quarterly meeting.

We are a very relaxed group of individuals, fun to be around, and we have many interesting ways of handling a variety of issues which may affect the way you do business in the area of safety and business recovery.

QUARTERLY MEETINGS: Gresham City Hall, Conference Rooms, March, June, September, and December

PARKING: Gresham City Hall parking lot.

SEPTEMBER MEETING

Gresham City Hall
1333 NW Eastman Parkway
10:30 – Noon
June 2, 2010
Wednesday

SPEAKER

Bill Brauer
Oregon State Fire Marshals Office
“How is the Information on the State Fire Marshal’s Survey Used?”

**Upcoming CAER - HELP Meetings, September 1, 2010,
December 1, 2010**

The CAER Help group quarterly meetings are in March, June, September and December. When needed, Special Agenda Meetings, SAM, will be held between quarterly meetings.

June 2, 2010

CAER-HELP Meeting

Old Business: Local Emergency Planning Group, LEPC.

Businesses with Extremely Hazardous Substances (EHS) that exceed the EPA threshold planning quantity have received a letter from Krista Fischer, Office of the State Fire Marshal, inviting them to learn about their roles and responsibilities as a member of a LEPC.



Important Meeting

**LEPC Meeting
July 8, 2010, 9-11am,
Moriarty Arts and Humanities
Building auditorium
Portland Community College,
Cascade Campus
705 N. Killingsworth, Portland, OR**

The requirement to have a LEPC and an emergency coordinator at each site is part of the mid 80's, 1910.120 HAZWOPER rules. In 1986, Oregon formed one State Emergency Response Commission (SERC), which was appointed by the governor and one LEPC with representatives from the counties. It worked well for the first 20 years, however in 2007 this LEPC, which was mainly covering the I-5 corridor, disbanded. The time has come to create local emergency planning committees that are truly local.

The proposed LEPC extends from Columbia County to the Sandy River, and north to Burnside Street. Bill Brauer, Office of the State Fire Marshal, said that most of the newly formed LEPCs have been single or joint county ventures. However Multnomah County is so large that using the county boundaries poses problems. The Office of the State Fire Marshal looked at the highest concentration EHS sites (90) in Multnomah County and set the boundary to include them in this planning district. The HELP-CAER and ECHO-CAER groups are active in this area. The final verdict on the boundaries is not in, so your input at this planning meeting is important.

? What about the EHS sites in Clackamas? The Office of the State Fire Marshal is analyzing the planning districts in Clackamas and Washington counties. The coast and eastern Oregon counties are not doing much planning.

? Who must attend LEPC meetings? The participants are similar to the CAER group members: local business, schools, first responders, hospitals, and government emergency managers. Attending every meeting is not a requirement; the bylaws will specify the level of commitment. The committee is required by statute to review emergency plans at the EHS sites.

? What will our business be doing that they are not already doing? There will be subcommittee work such as Public Outreach - news paper articles and distribution of shelter in place materials (from the Office of the State Fire Marshal). The Planning Committee will conduct Phase 1 evaluations of each facilities' plans to interface with first responders, and an

evaluation of the facility's internal resources and how they will help the community. The original LEPC developed a Phase 1 questionnaire to identify gaps in the facility's plan and sort out the steps to remedy these gaps.

? What is the time commitment? Bill said the average commitment is 1 hour per week.

? What will be the role of city/county emergency planners? Todd Felix said that right now Gresham Emergency Management is a resource for the CAER group and provides a meeting place. Dave Houghton, Multnomah County Emergency Manager was also at the meeting to find out what his agency's role would be.

Bill said that the 1910.120 requirement for emergency coordinator representation at the LEPC may provide the impetus for commitment to local planning. The Phase 1 evaluations will improve the communication between the EHS sites, emergency planners and the responding fire department personnel.

? What are the first steps? The July 8th meeting will be the springboard for the development of a LEPC within our area. Once the leaders step forward, bylaws will be developed and filed with the Office of the State Fire Marshal. There are two mandatory positions, a chairman and information coordinator.

? Is there a state grant to support this activity? There is no funding for personnel. It is expected that the businesses provide the emergency coordinator workers. There are grants (\$360K in 2010-11) for training, planning and exercises related to hazmat activities. The LEPCs will have first access to this money. To apply for the money the LEPC must provide a simple business plan and detail the costs. The grant will pay for trainers and evaluators; however there is no salary payment or money to pay for backfilled positions.

? Who owns the LEPC? They own themselves. The Office of the State Fire Marshal (SFM) helps you get organized and started. They will provide training and grants. The SFM can provide administrative support by advertising meeting locations and agendas on their website. Their website also has a tool kit with templates to get you going.

? How have other LEPC been successful? Theodora Tsongas said that Columbia County went from a CAER to a LEPC, and their success is related to the enthusiasm and commitment to meet with their first responders and plan for emergencies. She suggested that we invite someone from their LEPC to talk with us.

Mid-Valley LEPC is a successful group because it have many, large EHS facilities. These facilities know they must participate and realize the value of local emergency planning.

? Are there timelines or constraints other than the July 8th meeting? The SFM is not pushing this on us. We need to take the reins and start moving.

? How can we maximize this opportunity? Staci Huffaker, Mt. Hood Community Risk Manager, encouraged us to market the LEPCs to the EHS sites as a positive benefit. Utilize the bylaws and introductory packet to help them understand that preparedness and community engagement lead to better outcomes.

New Business:

Dale Shamp has stepped down from the role of HELP-CAER facilitator due to his extra busy schedule at NACCO Material Handling. They are moving their Lloyd Center office to the plant by Blue Lake and remodeling is occurring. Dale will continue to attend the meetings.

Karen Reynolds will prepare the newsletter and the announcement of the July 8th LEPC meeting. We will have a September meeting and have asked Bill Brauer to return and talk about how the information for the State Fire Marshals Hazardous Substance Survey is used.

We are hoping that the LEPC will start to form and that the HELP-CAER group will be absorbed into the new LEPC.

[A scanned copy of the OSFM letter is at the end of the newsletter.](#)

Regulatory: none

Speakers:

Community Right to Know, CR2K, and the Annual State Fire Marshals Hazardous Substance Survey

**Mark Johnston and Bill Brauer
Office of the State Fire Marshal**

Mark Johnston has an eight year history with the compliance side of the annual State Fire Marshals Hazardous Substance Survey. This survey meets the requirement for the Emergency Planning Community Right to Know laws, SARA Title III section 302, 311 and 312 reporting. Mark and his staff set up the electronic submission software and mail out the survey packets. When the surveys are returned, they check them for errors, request corrections and input data.

There are a few important changes this year. If you submitted an electronic survey report in 2009, you received notice in January or February of this year that your survey is due July 1, 2010. If you filed a hard copy, your reporting month will remain the same as it was last year.

Electronic submission will be similar in 2011; the invitation to file electronically will be sent in January and the electronic survey is due July 1, 2011.

The earlier submittal date for the electronic survey is occurring because of the increased challenges with this method; the aging software, company firewalls and increased OSFM staff time to process the electronic and paper reports. The Fire Marshals Office is looking forward to a true time, online reporting system. Despite the challenges, many companies with a large number of reportable substances like the electronic format. For most of us, the paper copy works well.

The fees are sent out November 15th and are based on the highest amount of a reportable substance at the site during the previous 12 months. With the July 2010 electronic surveys, the fees will be based on the present year's quantity.

Mark reviewed the reportable quantities for any material that has a MSDS, even if the MSDS says there are no hazardous ingredients:

- Liquids – 50 gallons
- Solids – 500 pounds
- Gases – 200 cubic feet
- Poisons and Explosives
 - Liquids – 5 gallons
 - Solids – 10 pounds
 - Gases – 20 cubic feet
- Any non-sealed radioactive substance
- Any quantity that exceeds the Threshold Planning Quantity, even if it is below the OSFM reportable quantity

The information from our surveys and product MSDS are passed on to the First Responders and HazMat teams (the folks receive quarterly updates).

Mark visits EHS sites around the state and audits their reports. He always finds something wrong with the report, but the most common errors are:

- Overlooked reportable quantities.
- In/Out amounts incorrect
- Maximum amount under reported
- Reporting each location that has a reportable quantity
- Not reporting the lead acid batteries in equipment
- Not reporting substantive changes in the business within 30 days: owner, phone number, address, emergency contact, changes in max quantity, new substance.

If you recognize these errors or substantive changes, update the hard copy and just send the front page and pages with changes. If you open another site with a different address and you they have RQ; you need to provide a report within 30 days.

Compliance actions: If the on-site inspection uncovers significant errors or failure to submit a survey, a Notice of Non- Compliance with suspension of first violation is issued. The facility has 30 days to come into compliance.

If there are repeat violations or failure to comply the Office of the State Fire Marshal can use progressive penalties with a max \$1000 penalty and \$100 fine for each unreported substance. The annual fee will be reassessed. On the positive side if an error is found in favor of the facility, the fee will be decreased.

We did not have time for Bill Brauer to tell us how the information from the survey is used, so we invited him to come back in September.

Contact Information: CR2K Web-site –
http://www.oregon.gov/OSP/SFM/CR2K_home.shtml

CR2K telephone hotline: 503-378-6635, 800-454-6125

Information:

<http://www.deq.state.or.us/pubs/newsletter/OregonEnvironmentSpring10.htm> DEQ online newsletter highlights

- [DEQ Launches 'Oregon Carbon Calculator'](#)
- [DEQ Works to Improve Water Quality Standards](#)
- [Chemical-free Lawns Benefit Kids, Pets and Environment](#)

<http://www.oregon.gov/DEQ/> home page

**DEQ to Recommend Alternatives to PGE Boardman Plant for Early Closure
New Law Requires Removal of Uncertified Woodstoves When Selling a Home**

<http://yosemite.epa.gov/opa/admpress.nsf/d96f984dfb3ff7718525735900400c29>
EPA News Releases from Region 10

<http://www.fema.gov/news/recentnews.fema> Recent FEMA news releases

http://www.nwrtc.org/homeland_security/training.php
Northwest Regional Training Center – Homeland Security Training schedule

<http://www.oregonemergency.com/> Oregon Emergency Management Association. Save the Date for the 2010 Annual Conference, October 10-14, Hood River Best Western

http://www.oregon.gov/OMD/OEM/plans_train/train_exercise.shtml Oregon Emergency Management Training Calendar

See next page

EMERGENCY MANAGEMENT TRAINING IN OREGON

June 3, 2010

Date	Course Title	Location	Host Agency	Prerequisites (certificate of completion must accompany application)	Cost	Proce
6/9/10	AWR-160: WMD Awareness	Oregon City	Clackamas Co Emergency Management	None	None	sh
6/16/10	ICS 100 and 200	Oregon City	Clackamas Co Emergency Management	IS-700	None	sh
6/16-17/10	ICS 400	Tualatin	Tualatin Valley Fire & Rescue	ICS 100-300, IS-700	None	Milt Villey
6/21/10	AWR-160: WMD Awareness	Portland	State Health	None	None	
6/22/10	PER-232: Initial Law Enforcement Reponse to Suicide Bombing Attacks	Portland	Oregon National Guard	None	None	j
6/22-24/10	PER-240: Radioloigcal/Nuclear Responder Operations	Portland	State Public Health	None	None	
6/29-30/10	AWR-202: Water Sector Interdependencies	Portland area	Portland Water Bureau	None	None	
7/12-15/10	E278: The Community Rating System	Clackamas	Department of Land Conservation and Development	E273: Managing Floodplain Development through the National Flood Insurance Program or CFM	None	Submit F
7/27-29/10	HazMat Response Team Radiological Course	Corvallis	Radiation Center, OSU	None noted	None	D
8/11/10, 8:00- 12:00	AWR-130: Incident Response to Terrorist Bombings	Oregon City	Clackamas Co Emergency Management	None	None	sh
8/11/10, 1:00-5:00	AWR-131: Prevention and Response to Suicide Bombings Incidents	Oregon City	Clackamas Co Emergency Management	None	None	sh

8/23-27/10	Dynamics of International Terrorism	Salem	ONG 102 Civil Support Team	None	None	k
9/1/10	AWR-160: WMD Awareness	Portland	Portland Emergency Management	None	None	bo
9/7-8/10	ICS 300	Portland	Portland Emergency Management	ICS 100 and 200, IS-700	None	bo
9/14-15/10	ICS 400	Portland	Portland Emergency Management	ICS 100-300, IS-700	None	bo
9/15/10	ICS 100 and 200	Oregon City	Clackamas Co Emergency Management	IS-700	None	sh
9/20-24/10	Advanced Forensics Investigations for Hazardous Environments	Portland	Portland Police Bureau	WMD Awareness	None	r
9/27-30/10	ICS 300 and 400	Oregon City	Clackamas Co Emergency Management	ICS 100 and 200, IS-700	None	sh
10/4-8/10	Foundations of Intel Analyst Training	Portland		None	None	
10/11-14/10	Emergency Management Workshop	Hood River	Oregon Emergency Management Association	None	Yes	w
11/10/10	AWR-160: WMD Awareness	Oregon City	Clackamas Co Emergency Management	None	None	sh
12/9/10	ICS 100 and 200	Oregon City	Clackamas Co Emergency Management	IS-700	None	sh

2011 Course Offerings **Please do not submit applications before January 1st**

3/21-25/11	ICS: All Hazards Operations Section Chief	Salem	OEM/DPSST	ICS 100-400, IS-700 and 701	None	Submit F
------------	---	-------	-----------	-----------------------------	------	----------

4/18-22/11	ICS: All Hazards Planning Section Chief	Salem	OEM/DPSST	ICS 100-400, IS-700 and 701	None	Submit F
6/6-10/11	ICS: All Hazards Safety Officer	Salem	OEM/DPSST	ICS 100-400, IS-700 and 701	None	Submit F
10/11-14/11	Emergency Management Workshop	Sunriver	Oregon Emergency Management Association	None	Yes	w

Please contact the listed person to register for a course, or for additional information regarding the course.

To schedule an ODP Consortium course please contact Jim Adams, 503-378-2911, ext. 22232 or email: jadams@oem.state.or.us

**Questions? Contact Kelly Jo Craigmiles, 503-378-2911, ext. 22246 or email: kjcraigm@oem.state.or.us
Oregon Emergency Management, PO Box 14370, Salem, OR 97309-5062 fax: 503-373-7833**



Oregon

Theodore R. Kulongoski, Governor

Department of State Police

Office of State Fire Marshal

4760 Portland Rd NE

Salem, OR 97305-1760

(503) 378-3473

FAX (503) 373-1825

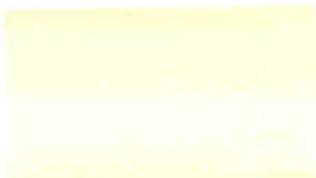
TTY (503) 390-4661

E-mail: oregon.sfm@state.or.us

<http://egov.oregon.gov/OSP/SFM/>

Premier Public Safety Services

May 26, 2010



Subject: Local Emergency Planning Committee (LEPC) Development

Dear Mr. Somayajula,

The most recent Hazardous Substance Information Survey submitted by your facility, indicates Extremely Hazardous Substances (EHS) present at the site, at or above the EPA threshold planning quantities.

This designation subjects your facility to the following federal requirement.

"Within 30 days after establishment of a local emergency planning committee for the emergency planning district in which such facility is located, or within 11 months after October 17, 1986, whichever is earlier, the owner or operator of the facility shall notify the emergency planning committee (or the Governor if there is no committee) of a facility representative who will participate in the emergency planning process as a facility emergency coordinator."

– 42 U.S.C. § 11003, et.seq

Representatives from your area are establishing an LEPC, as provided by the Emergency Planning and Community Right to Know Act (EPCRA). The planning district boundaries of this LEPC, includes your facility location.

To learn more about your facility's roles and responsibilities as a member of an LEPC, an orientation meeting is scheduled for **July 8, 2010 from 9:00 a.m. to 11:00 a.m. at the Moriarty Arts and Humanities Building (MAHB) auditorium, located on the Cascade Campus of Portland Community College. The address is 705 N.E. Killingsworth, Portland, Oregon. A map of the campus is enclosed. Parking is available in the lots located to the East of the Moriarty Auditorium. Parking permits are available from the Yellow boxes in the lot (cost for visitor currently is \$3.00 for all day) and the machines accept coins or dollar bills.**

Please identify an Emergency Coordinator for your facility and have them fill out the enclosed LEPC Membership Application. The application may be mailed directly to the Office of State Fire Marshal, Oregon SERC Advisory Board, 4760 Portland Road NE, Salem, OR 97305, or brought to the meeting on July 8. Your facility has an integral role in the success of this committee. Please ensure that an Emergency Coordinator from your facility is present. If your representative is unable to attend this meeting, please contact me at the phone number or e-mail address noted below.

If you have any questions, or believe the designation of "EHS facility" is incorrect, please contact me at (503) 934-8261, or email me at Krista.Fischer@state.or.us. I will be out of the office beginning May 27 and will return your phone calls and emails when I return on June 7.

Sincerely,
Krista K. Fischer

Krista K. Fischer
Planning and Training Assistance Program Coordinator

Enclosures: LEPC Member Application and PCC Campus Map



Parking will be in the lots to the East of Moriarty (auditorium) or on street if available. Parking lot is recommended.

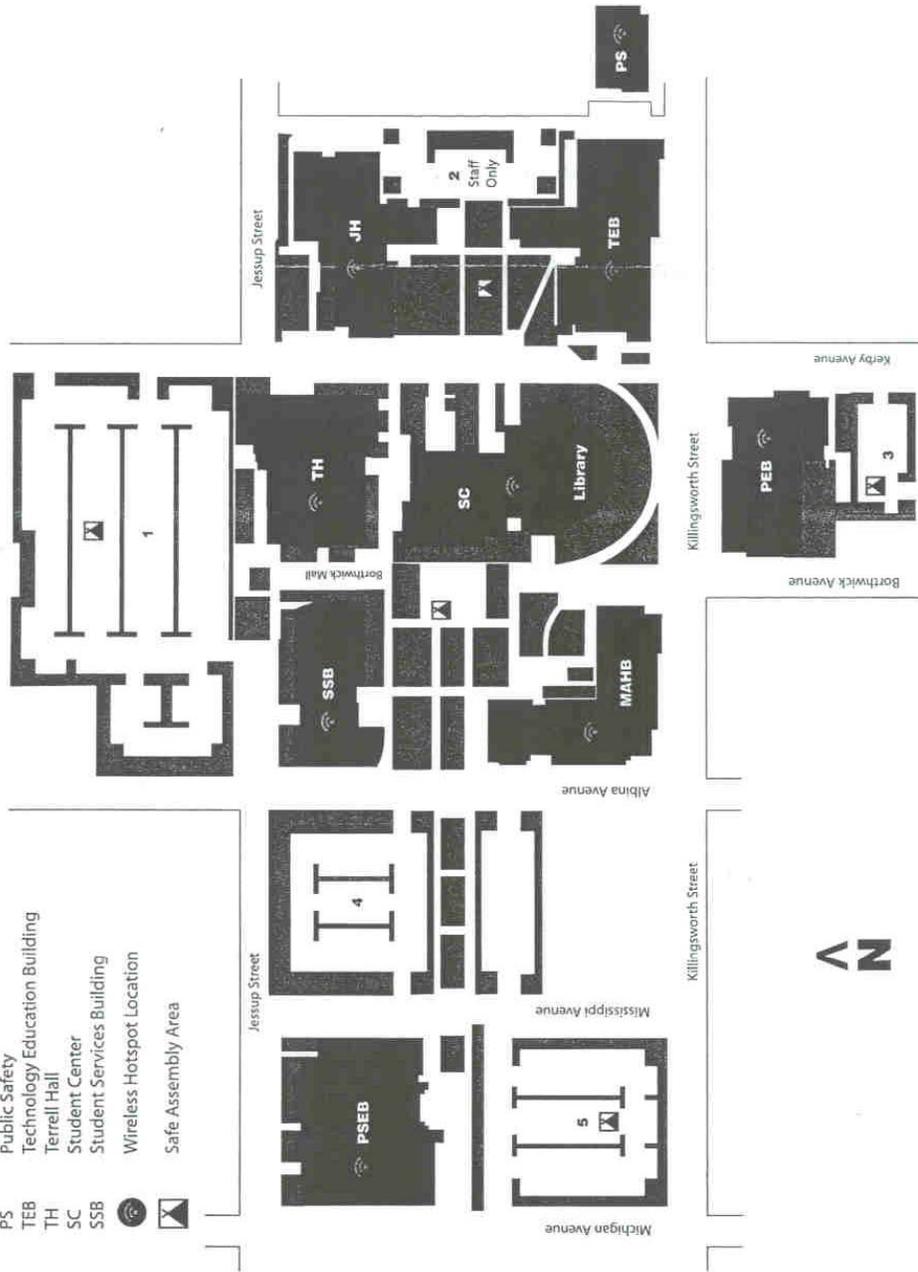
Parking permit can be purchased at the Yellow boxes in the lot.

The Moriarty Arts and Humanities (auditorium) is located at the corner of NE Killingsworth, between Albina and Borthwick Avenues.

PCC – Cascade Campus
Moriarty Arts and Humanities (MAHB)
705 NE Killingsworth
Portland, OR

All campus locations are Tobacco Free.

- JH Jackson Hall
- MAHB Moriarty Arts and Humanities Building
- PEB Physical Education Building
- PSEB Public Service Education Building
- PS Public Safety
- TEB Technology Education Building
- TH Terrell Hall
- SC Student Center
- SSB Student Services Building
-  Wireless Hotspot Location
-  Safe Assembly Area





State of Oregon

State Emergency Response Commission Advisory Board

LOCAL EMERGENCY PLANNING COMMITTEE MEMBER APPLICATION

Submit completed application to:

Oregon SERC Advisory Board
4760 Portland Rd. NE
Salem OR 97305-1760

Questions? Phone: (503) 934-8219

LEPC for which you are applying for membership _____

Preferred Mailing: Home: _____ Business: _____ Preferred Title: Mr. ___ Mrs. ___ Ms. ___ Miss. ___

First Name: _____ M. I.: _____ Last Name: _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: (____) _____ Home Email: _____

Business Name: _____

Business Address: _____

City: _____ State: _____ Zip Code: _____

Business Phone: (____) _____ Business Email: _____

Circle the Discipline you would be representing:

- | | | |
|------------------------------|----------------------|-----------------|
| Elected State/Local Official | Emergency Management | Law Enforcement |
| Emergency Medical Services | Firefighting | Health |
| Local Environment | Hospital | Transportation |
| Broadcast/Print Media | Community Group | HazMat facility |
| Public Works | Public At Large | Other _____ |

I will accept appointment if selected by the State Emergency Response Commission and if appointed; I pledge my best efforts to resolve, before assumption of office, any conflicts of interest that would be inconsistent with my responsibilities as an appointee.

I authorize the State Emergency Response Commission to conduct any background check deemed necessary for this appointment.

Signature: _____ Date: _____

Revised: January 2009