

**Mid-Valley LEPC Meeting**  
**January 13, 2010**  
**10:00 a.m. – 12:00 noon**  
**Northwest Natural Gas**  
**7150 Supra Drive SW**  
**Albany, Oregon**

**DRAFT**

**Minutes**

**Introductions**

Keith Ayers, ODOT Region 2  
Douglas Baily, Corvallis Fire Department  
Karla Caudell, City of Halsey  
Scott Coffin, Wah Chang  
Douglas Freeman, RCO International  
Lorri Headrick, Albany Fire Department  
John Holton, Absorbent Technologies  
Jim Howell, Linn County Emergency Mgmt.  
Rick Hurley, Western Pulp Products  
Tori Jager, Pacific Cast Technologies  
Stephen Kalb, Samaritan Health Services

Armando Nunez, National Frozen Foods  
Marcene Olson, LBCC  
Eric Ortiz, Freres Lumber Co., Inc.  
Robert Rieker, Samaritan Health Services  
Karol Schrems, National Energy Technology Lab  
Lisa Scott, Cascade Pacific Pulp  
Karen Selander, Corvallis School District  
Tom Shaddon, Ch2M Hill OMI  
Darrel Tedisch, City of Albany  
Terry Wolfe, State Fire Marshal's Office

**Review and Approval of December 18, 2009, Meeting Minutes**

A motion was made and seconded to approve the December 18, 2009, meeting minutes. The minutes were approved by a vote of the members.

**Old Business**

1. Annual Meeting Report: The meeting is scheduled for Wednesday, February 10, 2009, 10:00 a.m., at NW Natural Gas. Terry Wolfe reported that he will be sending out invitations to city, county, school district, and utility company representatives this week. He will also be posting announcements for public invitation in the Democrat-Herald and Gazette-Times. Darrel thanked the group who put together the mailing list information.

Darrel shared a copy of the proposed meeting agenda which will allow one hour for presentations, and time for question/answer and socializing. He asked members who are available to please come early, 9:30 a.m., to help set up on February 10.

NW Natural Gas offered to provide coffee for the meeting. A suggestion was made to contact Wendy at Costco who had made a previous offer to help with refreshments; Lorri will contact her.

**Reports from Participating Organizations**

1. State Fire Marshal's Office: Terry Wolfe reported that the new grant is now active. Requests for grant funding need to be made through a business plan.

Terry is having conversations in Lane County to develop a LEPC. He is working with Carolyn Wesolek-Babcock who was transferred to Springfield-International Paper.

February 27, 2010, is Fire Service Appreciation Day; the State Fire Marshal's Office will be providing tours of their offices that day and opportunities to visit with representatives.

2. Department of Transportation: Keith Ayers reported that ODOT is preparing for a severe weather storm being predicted to last one to two weeks that will compare to the winter snow storm in 2008.

3. Department of Homeland Security: No Report.

4. Region 5 Hazardous Materials Response Team: Douglas Baily reported on hazmat team training.

5. Benton County

Emergency Management: A report was made on the recent ice storm; two fire trucks and one ODOT vehicle received damaged. Benton County is working on their continuity of operations planning and hazard mitigation for earthquake preparedness.

Public Works: No report.

6. Linn County

Emergency Management: Jim Howell reported on an internet software program through Oregon Emergency Management that will increase communications between cities, counties, etc. during an emergency. He also reported that the local CERTs will be the reception point for Haiti emergency relief assistance.

Public Health: No report.

7. Cities

Albany Public Works: No report.

Halsey: No report.

8. Fire Departments

Albany: No report.

Corvallis: No report.

9. Samaritan Health Services: Stephen Kalb reported on a training exercise in April related to flooding that would require moving hospital services from Lebanon to Albany. He indicated that they have seen a decrease in flu illnesses and have lifted the visitor restrictions at the hospital.

10. Educational Facilities

Linn-Benton Community College: No report.

Corvallis: No report.

Albany: No report.

### **Workgroup Reports**

1. Membership: No report.
2. Outreach: This workgroup is in need of a chairperson.
3. Presentation: No report.
4. Emergency Planning: Selmet and Benton County Water Treatment are planning for Phase I evaluations.
5. Resource Assessment: Tori Jager reported that they have created a list of all fire and police agencies in both counties and a questionnaire about resource needs. They intend to take the questionnaire to both county fire defense boards in February for buy-in. They will expand into Public Works next year. A suggestion was made to have Terry Wolfe also review the questionnaire.

**Information Coordinator Report:** Eric Ortiz reported that the continuity of planning information Keith Ayers provided after the last meeting is being posted on the LEPC web site. Reminder to include Eric in email communications from workgroups so the information can be maintained. His email address is: eortiz@frereslumber.com.

### **New Business**

1. 2010 Goals - Darrel reviewed the list of 2010 goals that was sent out with the meeting agenda and is also shown at the bottom of this document. The group consensus was to move forward with the goals as outlined. Discussed establishing a LEPC plan; a plan is not a requirement. Darrel reported that there are local city and county plans in place already so he didn't see this as a priority for the LEPC; however, it could be reconsidered in the future.

Terry Wolfe suggested providing educational materials to areas impacted by possible releases as part of the Phase I review process. Resource materials are available through the State Fire Marshal's Office.

2. Workgroup Membership Confirmation - A chairperson is needed for the Outreach workgroup. Additional support is also needed on the Presentation and Resource workgroups. Darrel asked each member to consider their current position on a workgroup and to confirm their continuation, change, or addition to another. Lorri will send out an email reminder for members to consider workgroup changes.

### **Membership Discussion Items**

1. Eagle Scout Project - Scott Coffin reported on a local youth who is doing an Eagle Scout project; Preparedness Fair on February 6 at the LDS Church. Any assistance LEPC members could contribute would be appreciated. Terry Wolfe indicated that he can supply some resource materials.
2. Mid-Valley CAER Group - There are funds in an account for the CAER Group that recently required activity so the account would not be closed. Terry Virnig who was the CAER Group

chair has been contacted and asked for direction on the future of the CAER Group and the funds. Terry will likely be polling the former CAER Group members for their input.

3. Adjournment to Workgroup Meetings

**2010 Goals**

- Conduct one (1) Public Open Meeting
- Conduct nine (9) Phase I Plan Reviews
- Conduct two (2) Phase II Plan Reviews
- Provide three (3) Membership Training
- Complete Draft of LEPC Plan
- Release three (3) Public Outreach Articles