

**Mid-Valley LEPC Meeting  
Pacific Cast  
150 Queen Avenue, Albany  
June 8, 2011  
10:00 a.m.  
Minutes**

**Attendees:**

Lori Blau, Cascade Pacific Pulp	Steven Niskanen, NWFF Environmental
Scott Coffin, Wah Chang	Eric Ortiz, Freres Lumber
Jane Fleischbein, Linn County Health	Cliff Sabin, Samaritan Health Services
Douglas Freeman, RCO International	Karol Schrems, National Emerg. Technology Lab
Roman Geigle, NWFF Environmental	Karen Selander, Corvallis School District
Kevin Harding, Hewlett Packard	Greg Skaer, Oregon Freeze Dry
Lorri Headrick, Albany Fire Department	Marsha Swanson, Oregon Freeze Dry
Tori Jager, Pacific Cast Technologies	Darrel Tedisch, City of Albany
Deron Neukomm, Synthetech	

**Comments from Chair:** Darrel reported that the City of Albany received approval from VISTA, and Anthony Vendetti has been selected to work on the development of a Vulnerable Populations Plan for Linn and Benton Counties. He will begin the 12-month assignment on August 20, 2011.

A number of LEPC members are involved in a resource ordering functional exercise today involving Linn and Benton Counties and supported by the state.

**Review and Approval of May 11, 2011, Meeting Minutes:**

Karol Schrems made a motion to approve minutes of the May 11, 2011, meeting as submitted; Roman Geigle seconded the motion; and the minutes were approved by a vote of the members.

**Hot Topic Discussion: What Facilities are doing for Shelter-In-Place**

Roundtable discussion about what each facility or organization is doing to address shelter-in-place (SIP) The age, condition, and configuration of actual buildings and the working conditions required for different facilities within a building or outside all contributed to the difficulties many face in trying to address SIP. The conversation identified common challenges:

- Reliable notification systems
- Clear text versus code notifications
- Accounting for employees and visitors
- Securing well-ventilated structures
- Identifying HVAC system requirements
- Assignment of responsibilities; accounting for absences
- Addressing employees that work outdoors
- Identifying adequate gathering locations both indoors and outdoors
- Locking down facilities to deter re-entry
- Providing clear and realistic written procedures
- Exercising and maintaining procedures

Other common themes included to start with the basics when trying to address SIP and not make it more difficult at first. Keep in mind that most SIP situations last just a few hours, so focus on addressing immediate needs.

Identified the next step for Tedisch to work with Marcene Olson to locate a professional with practical experience in this area to provide information on how to address SIP in an industrial setting.

### **Reports from Participating Organizations:**

**Linn County Health** - Jane reported that Jim Howell is retiring from Linn County Emergency Management and Joe Larsen will be taking over his responsibilities. Joe is currently with Linn County Search and Rescue and will continue those responsibilities as well.

The Health Department is getting a new VISTA volunteer who will be taking over where Carisa Deethardt left off building the medical reserve corp.

**Samaritan Health** - Cliff reported on an alternate care training exercise to be conducted in Corvallis on June 18.

**Corvallis School District** - Karen reported that they are working on identifying secondary site locations for each school to where students would be moved in an event requiring evacuation away from the school and where parents could pick up their children.

Evaluating the use of ListServe to provide families with emergent/important notifications. They are also discussing options for allowing non-emergent activity notifications through the same resource to cut down on the amount of paper flyers that are currently sent home with students. Recommendation from the LEPC members was to restrict communications to emergent notifications only. When people start getting inundated with information through a ListServe it creates a tendency to start ignoring messages. If it is isolated to only emergent notifications, the receivers will be more apt to pay attention to the incoming message. Another suggestion was made to establish two separate ListServes; one for emergent notifications and one for non-emergent information.

### **Workgroup Reports:**

**Membership** – No report.

**Outreach** – Scott reported that the LEPC will be sharing a table with the Linn County Sheriff's Office at the Linn County Fair, July 21-24. There are no plans to participate in the Benton County Fair at this time. We don't have an established partner, requiring that we staff the table during the entire duration of the fair; and the location of the booth previously did not allow for much public interaction. When Scott knows more about the volunteer needs for the Linn County Fair, he will send a request for help.

**Presentation** – Information on the Globally Harmonized System of Classification & Labeling of Hazardous Materials will be presented at the July 13, 2011, meeting.

**Emergency Planning** – No report.

**Resource Assessment** – Tori reported that they have not received information as a result of the questionnaire that was provided to the Linn and Benton County Fire Defense Boards asking for feedback on special equipment needs related to hazardous materials response. Will be following up with individual agencies to solicit a response.

**Information Coordinator Report:** Eric Ortiz passed documentation for the LEPC over to Tori Jager who was voted in as the new Information Coordinator at the May 11 meeting. Eric was thanked for his contributions to the LEPC through his time in this role.

**Local Exercises & Training:**

- June 18 Samaritan Health Services Alternate Care Facility Drill
- September 14 Functional Exercise update
- April 20, 2012, Earthquake Drill City of Albany

**Old Business:**

**304 Reporting Guide Update** - Darrel reported that he has updated the 304 Reporting Guide to include the new gmail address (mvlepc@gmail.com) for notification to the LEPC. A new copy will be sent out with the draft minutes.

**Report on Hazardous Material Grant Requests** - Darrel reported that the state has submitted the following Mid-Valley LEPC grant requests for federal review:

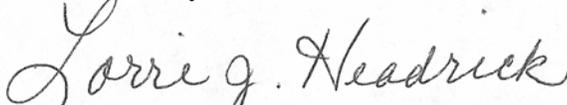
- \$18,000 - September 2012 Exercise
- \$5,000 - HazMat Awareness and Operations Training for fire departments
- \$12,000 - HazMat Technician Training for HazMat Team 5
- Funding for ten LEPC members to attend HazMat Conference
- Supplemental budget request included \$20,000 for outreach education for the Linn-Benton Alert system.

**New Business:** N/A

**Next Meeting:** Wednesday, July 13, 2011, at Northwest Natural - Presentation on Globally Harmonized System of Classification & Labeling of Hazardous Materials

**Adjournment of Regular Meeting:** 11:45 a.m.

Submitted by,



Lorri J. Headrick  
Secretary