



Mid-Valley LEPC Meeting

April 8, 2009

10:00 a.m.

5880 Old Salem Road

Albany, Oregon

MINUTES

Comments from Chair

1. New Member Application Form - Reminder to new members to complete an application form. Forms can be obtained from Lorri Headrick at a meeting.
2. Emergency Planning Workgroup Meeting - The Emergency Planning Workgroup will be meeting following the regular meeting.
3. Workgroup List Review - Reviewed list of workgroups and indicated that the Emergency Planning workgroup still needs a chairperson.

Introductions

Teri Andrews, CD Industries
Chris Bailey, City of Albany
Douglas Baily, Corvallis Fire Department
David Capps, DHS NPPD IP Chemical Security Division
David Charlton, Charlton Environmental
Scott Coffin, ATI Wah Chang
Ron Greenhill, DHS NPPD IP Chemical Security Division
Kevin Harding, Hewlett Packard
Lorri Headrick, Albany Fire Department
Jim Howell, Linn County Emergency Mgmt.
Tori Jager-Riemer, Pacific Cast Technologies

Stephen Kalb, Samaritan Albany General Hospital
Armando Nunez, National Frozen Foods
Eric Ortiz, Freres Lumber
Bryan Reader, Absorbent Technologies
Lisa Scott, Cascade Pacific Pulp
Karen Selander, Corvallis School District
Mike Sreniawski, Synthetech
Marsha Swanson, Oregon Freeze Dry
Darrel Tedisch, City of Albany
Judy Turner, Selmet
Carolyn Wesolek-Babcock, International Paper
Terry Wolfe, State Fire Marshal's Office

Review and Approval of March 11, 2009, Meeting Minutes

Stephen Kalb made a motion to approve minutes of the March 11, 2009, meeting as submitted; Mike Sreniawski seconded the motion. Minutes of the March 11, 2009, meeting were approved by a vote of the membership.

Old Business

1. Approval of Revised By-Laws - Darrel described the most recent changes to the By-Laws document. Terry Wolfe suggested adding language to Article 6 Committee and Workgroups to read, "Duties include, but not limited to..." for each of the identified committees and workgroups. Carolyn Wesolek-Babcock made a motion to approve the By-Laws as submitted and with the addition recommended by Terry Wolfe; Armando Nunez seconded the motion. By a vote of the membership the By-Laws were approved as submitted and with the addition of the recommendation by Terry Wolfe as stated above.
2. Discussion of 2009 & 2010 Goals and Objectives - Reviewed the proposed list of 2009 and 2010 goals. Discussed the ability to complete one training session in 2009. It is the responsibility of the Presentation Workgroup to coordinate the training. Terry Wolfe will survey other LEPCs for the need for ICS training. A change was made to the 2010 goal to conduct two Phase II plan reviews, instead of three as proposed. Since Phase II reviews require other outside agency participation, two seemed a more reasonable number to accomplish. Consensus of the membership was to incorporate the following 2009 & 2010 goals into the Business Plan:

Fiscal Year 2009

- Conduct one (1) public open meeting to provide education information on the Mid-Valley LEPC. (Outreach Workgroup)
- Conduct six (6) Phase I plan reviews. (Emergency Plans Workgroup)
- Provide one (1) membership training session at a regular meeting. (Presentation Workgroup)

Fiscal Year 2010

- Conduct one (1) public open meeting to provide education information on the Mid-Valley LEPC. (Outreach Workgroup)
 - Conduct nine (9) Phase I plan reviews. (Emergency Plans Workgroup)
 - Conduct two (2) Phase II plan reviews in coordination with the State Fire Marshal's Office. (Emergency Plans Workgroup)
 - Provide three (3) membership training sessions at a regular meeting. (Presentation Workgroup)
 - Complete a draft of the Mid-Valley LEPC plan. (Executive Committee)
 - Develop and release three public outreach articles to the public. (Outreach Workgroup)
3. Discussion of LEPC Grant Projects - Reviewed the proposed list of Hazardous Materials Emergency Preparedness (HMEP) Grant requests that Darrel provided for 2009 and 2010. Terry Wolfe explained that the funding for LEPC grant projects is through the State Fire Marshal's Office and is distributed to the LEPCs. Projects have to be related to hazardous materials in order to be funded.

A question was asked about the Regional HazMat team and their participation in relationship to local emergency responders. Chief Douglas Baily from Corvallis Fire explained that local emergency responders are the first to receive notification of a hazardous material emergency. The industry contacts 9-1-1; the 9-1-1 center will dispatch local emergency resources. The local incident commander determines if activation of state hazardous material team resources are needed for the incident. Albany, Lebanon, and Corvallis Fire Department members make up State HazMat Team 5. Having these agencies involved in a state team provides emergency response equipment that otherwise may not be available locally.

Discussed the need for a commodity flow study; last study was in 1998. Ron Greenhill indicated that there should be recent railway commodity information. He, Terry Wolfe, and Douglas Baily will work together to obtain railway commodity flow information.

Armando Nunez brought up the discussion about required training for facilities whose personnel have contact with railways. Ron Greenhill offered to arrange training with the Transportation Security Administration to address railroad safety.

Discussed the need to have a tabletop exercise prior to conducting a full-scale exercise. The grant requests will be changed to incorporate a tabletop exercise in 2009 and a full-scale exercise the following year. Ron mentioned that FEMA has independent study programs for exercise evaluation and design. The following link <http://training.fema.gov/IS/crslist.asp> will take you to a list of self-study courses, including IS-130 Exercise Evaluation and Improvement Planning and IS-139 Evaluation Design.

Following are the revised grant requests that will be submitted on behalf of the Mid-Valley LEPC to the State Fire Marshal's Office for 2009 and 2010.

2009 Grant Requests

- Hazardous Material training to support our HazMat Region 5 partners.
- A tabletop hazardous materials release exercise.
- Planning for public education.
- Hazardous materials planning orientation.
- Attendance to an approved conference.

2010 Grant Requests

- Hazardous materials training to support our HazMat Region 5 partners.
- A full scale hazardous materials release exercise to take place at a local facility and involve the state hazardous material response team, fire departments, EMS providers, police agencies, hospitals, and other EHS facilities.
- Commodity flow studies.
- Attendance to an approved conference.
- Facility planning.

Workgroup Reports

1. Membership - Will be meeting with Terry Wolfe to get more direction on getting more people involved, focusing on core members first. Terry has contacted all EHS facilities and encouraged their participation in the LEPC. He indicated that he is also working on the Target and Lowe's distribution centers. He expects to see local law enforcement and state law enforcement involvement as well.
2. Outreach - Looking for "attractive" ways to provide outreach. Funds are available for resources, and they will be meeting with Terry Wolfe prior to the next membership meeting to get additional information. Armando asked about outreach outside Linn County. It was agreed that the outreach would include Benton County as well.
3. Presentation - Evaluating needs at this time.
4. Emergency Plan - Need a chairperson.
5. Resource Assessment - No report.

New Business

April 2009 Earthquake Exercise - Jim Howell reported that the County will be participating in an earthquake exercise on April 24 at 10:00 a.m. The exercise is a 9.0 earthquake affecting Oregon, Washington, and California, and will take out the coastline. Other agencies involved in the exercise include Linn and Benton County Emergency Managers, Oregon Emergency Management, local hospitals, and local amateur Ham radio operators. On April 28, Linn County will open their Emergency Operations Center as part of the exercise. It was also mentioned that Hewlett Packard and the Corvallis Schools will also be participating in an exercise that week. Even if your agency is not participating in a drill that week, it is a good time to evaluate how your facility would react during an earthquake event.

Membership Discussion Item

1. Next Meeting Date, Time, and Location - May 13, 2009, 10:00 a.m., at International Paper Training Center
2. Adjournment - Meeting adjourned at 11:22 a.m.

Submitted by,

Lorri J. Headrick
Secretary