

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

Attendees:

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| Douglas Baily, Corvallis Fire | Marcene Olson, LBCC |
| Scott Coffin, Wah Chang | Eric Ortiz, Freres Lumber |
| Scott Cowan, Albany Fire/HazMat Team 5 | Erik Rau, Benton County Sheriff's Office |
| Carisa Deethardt, Linn County Public Health | Doug Richards, Oregon Freeze Dry |
| Jane Fleischbein, Linn County Public Health | Robert Rieker, Samaritan Health Services |
| Douglas Freeman, RCO International | Karol Schrems, US DOE Technology Lab |
| Roman Geigle, NWFF Environmental | Karen Selander, Corvallis School District |
| Kevin Harding, Hewlett-Packard | Marsha Swanson, Oregon Freeze Dry |
| Lorri Headrick, Albany Fire Department | Darrel Tedisch, City of Albany |
| Stephen Kalb, Samaritan Health Services | Judy Turner, Selmet |
| Cathy Morris, Linn County Sheriff's Office | Craig Wiroll, Linn County Public Health |
| Deron Neukomm, Synthetech | |

Comments from Chief: Darrel Tedisch introduced Derek White with Columbia County Emergency Management.

Business Shelter-In-Place Presentation: Derek White from Columbia County Emergency Management presented on business shelter-in-place. Lorri will request a copy of Derek's PowerPoint presentation to email to members who were unable to attend the meeting or to share within members' organizations.

Derek described the minimum for business shelter-in-place as locking doors, closing windows, shutting down HVAC systems, and gathering employees in a space that is most interior within the facility. There was a lengthy discussion about the use of tape and plastic. Derek shared that he does not promote tape and plastic as a first line of defense. He described that concerning yourself with tape and plastic can become a deterrent in moving forward with an initial shelter-in-place plan. And, typically the duration for sheltering-in-place is less than one hour, which doesn't allow time for effective deployment of tape and plastic for its intended purpose. He also indicated that each facility should evaluate the option of tape and plastic for their individual facilities.

Other special considerations Derek mentioned:

- Shutting Down HVAC Systems
 - Know what is involved in shutting down HVAC systems before it becomes a necessity
 - Identify if there are multiple HVAC systems that would require shutting down
 - Coordinate training with multiple staff members
- Visitors
 - Make plans in advance to deal with visitors
 - Ensure that employees know the plan
 - You can't force people to shelter-in-place
 - Educate them on the ramifications for not participating
- Employees
 - Educate them on the need to have plans for their family members so they're not inclined to leave to address family needs

Discussed the issue of outsiders wanting in a facility while they are sheltering-in-place, i.e. schools/parents. The suggestion was made to have signs posted on the doors to inform visitors of the status and why entrance is not allowed. Also provide information on what those people should do; use general terms and stay away from industry lingo that the general public might not be familiar with.

Discussed the need to differentiate between evacuation and shelter-in-place. Shelter-in-place should not be considered as an alternative to evacuating. If an evacuation order has been made by emergency responders, all occupants need to leave.

Review and Approval of October 13, 2010, Meeting Minutes:

Jane Fleischbein noted corrections to the spelling of two attendees' names. Douglas Baily made a motion to approve minutes of the October 13, 2010, meeting with the noted corrections; Stephen Kalb seconded the motion; and the minutes were approved with the corrections.

Old Business:

Darrel reported that he received a response from the letter sent to the state regarding Section 304 Emergency Release Notification that would remove the requirement to notify the LEPC. The state reported that this is a federal requirement and that the state cannot make an exemption. Recent modification by the Environmental Protection Agency allows for notification by email; therefore, notification can be made to Eric Ortiz, Information Coordinator, by email within 15 minutes of the release. Darrel will update the information sheet to reflect this.

Darrel reported that funds were approved through the 2010 Oregon Emergency Management Grant for hazardous materials training; \$1,000 for supplies for a full-scale exercise; \$4,000 for outreach; and funds for training through Linn-Benton Fire Training Council. He reiterated that these grant funds cannot be provided to the private sector, although private sector can participate in the training provided by emergency responders through this grant funding.

He also reported that HazMat Team 5 was declined for an equipment request. The grant does not allow equipment purchases.

In April 2011 we will need to identify needs for the 2011 grant request.

Reports from Participating Organizations:

HazMat Team 5 - Recently received new suits and monitoring equipment. Their next team training is in December.

Benton County Emergency Management - The first meeting of the group, Community and Organizations Active in Disasters, is in January. They will be coordinating efforts with local faith and service organizations.

Linn County Public Health - Jane Fleischbein provided a handout for the November 12 Flood Response Workshop being held at the Corvallis Public Library. She reported that they are practicing shelter-in-place at the public health office and there is a statewide medical reserve service corps coming to the area to certify members for responding to radiation exposure.

City of Albany - Scott Cowan reported that the City of Albany has gone through the Phase II evaluation, with Terry Wolfe running the meeting. He indicated that none of the utilities participated, which according to Terry, is generally the case. Scott indicated that the Albany Public Works Department did not participate in the evaluation and would have been valuable to the process. The City of Corvallis is scheduled for their Phase II evaluation in December.

Samaritan Health - Rob Rieker reported that the hospitals will be conducting an exercise on armed intruders before the end of the year.

Corvallis School District - Karen Selander reported that they are focusing on shelter-in-place and lockdown during the 2010-11 school year.

Workgroup Reports:

Membership – No report.

Outreach – Scott Coffin reported that they will be meeting after the first of the year to discuss fair schedules and start planning for 2011.

Presentation – Presentation topics are needed for 2011 planning.

Emergency Planning – Marsha Swanson provided a copy of the 2010 schedule and reported that we are behind for the year.

Resource Assessment – No report.

Information Coordinator Report: No report.

Local Exercises & Training:

ATC-20 Class – December 6 is the final class. Contact Sadie Bernt at Albany Fire Department if interested in participating; 541-917-7700.

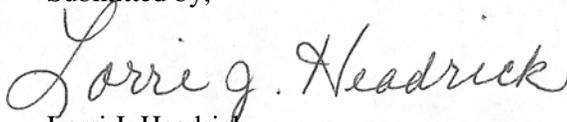
New Business:

2011 Goals - Darrel shared a draft list of Mid-Valley LEPC goals for 2011. He asked members to review and provide feedback at the December meeting.

Next Meeting: December 8, 2010, at Pacific Cast

Adjournment of Regular Meeting: 12:00 p.m.

Submitted by,



Lorri J. Headrick
Secretary