



WINNEBAGO COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE

**HAZARDOUS MATERIALS
PLAN**

This Plan complements The Winnebago County and the City of Rockford Disaster Plans.

TABLE OF CONTENTS

Section 1: Regulated Facilities.....	1
Facilities that store Hazardous Materials/EHS	1
Transportation Routes for Hazardous Materials/EHS	1
Roads.....	1
Railroads	2
Pipelines.....	3
Air	3
Additional Facilities.....	3
Facilities that Contribute to Additional Risk	3
Facilities that are Subject to Additional Risk	3
Section 2: Response Procedures	5
Facility Response Procedures	5
Local Emergency Responders.....	5
Medical Personnel.....	5
Section 3: Emergency Coordinators	6
Community Emergency Coordinator.....	6
Facility Emergency Coordinators	6
Section 4: Notification Procedures	6
Facility Notification Procedures	6
Community Notification Procedures	7
Section 5: Determining the Occurrence of a Release	8
Review Tier II Reports and Identify Hazardous Materials/EHS Facilities.....	8
Enter data and map data in CAMEO	8
Perform screenings and scenarios for each Hazardous Materials/EHS facility.....	8
Prepare and Review Hazard Analysis for each Hazardous Materials/EHS facility.....	9
Section 6: Emergency Response Resources	9
Community Emergency Response Resources	9
Facility Emergency Response Resources	9
Section 7: Evacuation Planning	9
Section 8: Training Classes.....	9
Federal Emergency Management Agency (FEMA)	9
Occupational Safety and Health Administration (OSHA):.....	10
American Red Cross	10
Local:	11
Other Organizations:.....	11
Section 9: Emergency Plan Exercise	11
Introduction.....	11
Objectives and Goals	11
Statement of Purpose	12

Section 1: Regulated Facilities

The Local Emergency Planning Committee (LEPC) is required to identify facilities that use or store Hazardous Materials and Extremely Hazardous Substances (EHS). A list of EHS substances can be found at the US Environmental Protection Agency website: <http://www.epa.gov/ceppo/ehs/ehslist.html>.

The LEPC is also required to identify routes that are likely to be used in the transport of EHS. In addition, the LEPC is also required to identify those facilities that contribute to or are subject to additional risk due to proximity to facilities that store EHS.

Facilities that store Hazardous Material/EHS

The LEPC has identified facilities with EHS and Hazardous Materials from reviewing Tier II Reports. The data from these facilities have been entered into the CAMEO fm database program suite (CAMEO). A list of those facilities with EHS is currently in CAMEO. The LEPC will continually maintain and improve this listing.

Transportation Routes for Hazardous Materials/EHS

The LEPC is required to identify routes likely to be used in the transport of Hazardous Materials/EHS.

Winnebago County is largely a rural county with an international airport, several railroad lines extending to Chicago, and three major pipelines transversing the county. This section will provide an overview of the types of transportation used in Winnebago County.

The following types of transportation have been identified by the LEPC:

- Roads
- Railroads
- Pipelines
- Air

The City of Rockford is the only municipality that requires EHS and Hazardous Materials transportation routes. These are identified on maps located in the resource manual located at the 911 communications center and at the Emergency Operations Center (EOC). The manual also includes names and contact numbers for rail, pipeline, and airports.

Roads

Interstate and Other Major Highways:

Winnebago County is centrally located in northern Illinois, 90 miles northwest of Chicago and 60 miles south of Madison, Wisconsin. Its location thus puts it on routes between the largest city in Illinois and the second largest city in Wisconsin. Roadway transportation is a major method of transporting EHS and Hazardous Materials. We have identified three different types of roadways, Interstate, U.S. Highways and State Routes, that would be used in transport.

As of 2006, Winnebago County does not restrict vehicular traffic aside from the State of Illinois' size and weight restrictions.

Many shipments of Hazardous Materials and EHS are in transit through the region. Quantities can range from small shipments to tank cars. It is possible that any EHS could be shipped through the region. Typical accidents can include ruptured fuel tanks, low overhead clearance accidents, and collisions.

Major accidents often include highway closures and traffic control. This can cause a large disruption in traffic and cause a large short-term economic impact. In addition, an accidental release of a large quantity could result in protective action for the vicinity.

Emergency response may include activating the area's mutual aid box alarm system (MABAS), and coordinating highway closures with the Winnebago County Sheriff's Department, along with the other various law enforcement agencies in the county, and the Winnebago County Highway Department, IDOT, the Toll way Authority, and other public works agencies.

Major Streets, Designated Truck Routes, and Established Shipments:

Many Hazardous Materials and EHS shipments originate, traverse or terminate in Winnebago County. Industrial areas are usually served by truck traffic routes along major streets. Quantities can range from small shipments to tank cars. Any Hazardous Materials/EHS could be shipped to a facility. Typical accidents include ruptured fuel tanks, low overhead clearance accidents, and collisions.

Major accidents often include street closures and traffic control. This may disrupt local traffic patterns. In addition, an accidental release of Hazardous Materials could result in protective action for the vicinity.

Emergency response may include activating the area's MABAS system. Street closures may involve local police departments and emergency management agencies.

Other Routes:

These streets, such as downtown business districts and residential areas, generally have infrequent EHS shipments. These shipments are usually limited to small quantities to local businesses. Typical accidents include fuel tank leaks, drum punctures, low speed collisions, and loading and unloading accidents.

Accidents and small releases are usually handled by the local Hazardous Materials unit (County, City or Village). Generally, the size and severity of the accidental release do not require extensive street closures or protective actions.

Railroads

Winnebago County is served by four railroads: Union Pacific; Canadian National; Iowa, Chicago and Eastern; and Illinois Railnet.

Quantities can range from small shipments to 200,000 gallon tank cars.

It is possible that any Hazardous Materials/EHS could be shipped through the region. Possible accident types include ruptured fuel tanks, train derailments, collisions, and low overhead clearance accidents. Major accidents often include highway closures and traffic control. This can cause a large disruption in traffic and cause a large short-term economic impact. In addition, an accidental release of a Hazardous Material could result in protective action for the vicinity.

Emergency response may include activating the area's mutual aid box alarm system (MABAS), and coordinating highway closures with the Illinois State Police and Department of Transportation.

Pipelines

There are several transmission pipelines that run through Winnebago County. These include:

- Natural gas pipelines, both supplying and traversing the county, and
- Petroleum products pipelines traversing the county.

Pipelines generally do not contain EHS, but they do contain Hazardous Materials and are included here as a facility that could contribute to additional risk. The LEPC and Communications Centers maintain a list of Pipeline Emergency contacts and future planning includes mapping their locations in CAMEO.

Air

Winnebago County is directly in the path of east-west air traffic traveling to and from Chicago through O'Hare and Midway airports. In addition, the County has the Chicago-Rockford International Airport along with Cottonwood Airport and other private air strips.

Airplanes may carry "Dangerous Goods" by the US Federal Aviation Authority. The size, quantity, and packaging of dangerous goods are strictly controlled. The physical hazard from a plane crash and the resulting fuel fire would virtually outweigh any hazard from the cargo on board.

Additional Facilities

The LEPC is required to identify other facilities that contribute to additional risk as well as identify other facilities that are subjected to additional risk due to proximity to facilities that store Hazardous Materials and EHS. Additional facilities are broken down into categories that have the potential to contribute additional risk and those that are potentially subject to additional risk.

Facilities that Contribute to Additional Risk

The LEPC has determined any facility that stores Hazardous Material may contribute to additional risk. It is a goal and objective of the LEPC to enter these facilities into CAMEO when Tier 2 reports are received and to provide this information to local emergency responders upon request. The Tier II reports are maintained at the Winnebago County ESDA office and are available upon request.

Facilities that are Subject to Additional Risk

The LEPC has determined that the following facilities may be subjected to additional risk due to their proximity to an EHS and/or Hazardous Material facility or transportation route.

Hospitals

OSF St. Anthony Medical Center
5666 E. State Street
Rockford IL. 61108

Rockford Health System
2400 N. Rockton Ave.
Rockford IL. 61103

Swedish American Hospital
1401 E. State Street
Rockford IL. 61104

Colleges and Universities:

Judson College
973 Featherstone Road
Rockford

Northern Illinois University
8500 East State Street
Rockford

Rock Valley Junior College
3301 North Mulford
Rockford

Rockford Business College
730 North Church Street
Rockford

Rockford College
5050 East State Street
Rockford

Saint Anthony College of Nursing
5658 East State Street
Rockford

Schools (Public and Private) and Nursing Homes:

This information is listed in resource manuals at the E-911 Communications Center and the Winnebago County EOC.

Daycare Centers and Homes:

Information on known Daycare Centers and Homes in Winnebago County are maintained in the POD Hospital Resource Manual.

Section 2: Response Procedures

Facility Response Procedures

The LEPC will continue to obtain facility-specific information from annual Tier II submittals and update our files and this Plan regularly.

The LEPC is required to include plans of how a facility summons emergency responders and emergency medical personnel. All facilities contact the 911 Communications Center in any emergency.

Local Emergency Responders

The LEPC is required to summarize emergency responder procedures for hazardous materials accidents. This information is located as follows:

- City of Rockford Emergency Operations Plan (EOP)---Annex I---Page 7
- City of Rockford Standard Operating Procedures (SOPs)---Section XI---subsection---111.01-111.21
- Winnebago County EOP---Page 83
- County Sherriff's Emergency Response Team (SERT) Hazardous Materials SOP

The authorities, expertise, and role of each responder are documented in the:

- City of Rockford EOP---Annex I---Page 76
- Winnebago County EOP---Page 83
- City of Rockford SOP---Section XI---111.03

Specific procedures for entering and leaving incident sites are located in the following:

- City of Rockford EOP---Annex I---Page 76
- City of Rockford SOP---Section XI---subsection 111.01-111.18
- County of Winnebago EOP---Page 83

There are signed agreements on file with the Board of Directors for the Illinois Mutual Aid Box Alarm System (MABAS) Division 8. MABAS provides coordination for mutual aid for Illinois Fire Departments. This includes hazardous material incident response coordination.

Medical Personnel

The three Winnebago County hospitals, OSF St. Anthony Medical Center, Swedish American and Rockford Memorial, utilize facility specific emergency plans to address the needs of the community during time of disaster. Those plans follow the Joint Commission Accreditation Hospital Organizations (JCAHO) standards for emergency management and response. In the case of a City or County disaster declaration each hospital would carry out roles as identified in each plan's medical annex.

Section 3: Emergency Coordinators

Community Emergency Coordinator

The LEPC is required to appoint a Community Emergency Coordinator. Winnebago County has appointed the Winnebago Co. Emergency Services and Disaster Agency (ESDA) Director or his/her designee, whose office has representatives on the LEPC. The Community Emergency Coordinator is the Winnebago Co. ESDA Director.

The emergency contact methods are located in the following:

- Winnebago County EOP---Page 96
- City of Rockford EOP---Annex A---Page 7
- City of Rockford SOP---Section 104---subsection 104.01-104.10

Facility Emergency Coordinators

Every Tier II facility is required by EPCRA to designate at least two emergency contacts. In addition, the LEPC may ask each EHS/Hazardous Materials facility to designate a facility emergency coordinator. This person would be responsible for coordinating planning activities between the facility and emergency responders and planners. Emergency contact information (including phone numbers) for every emergency contact and facility emergency coordinator is contained on the Tier II Reports.

Section 4: Notification Procedures

Facility Notification Procedures

These notification requirements are summarized as follows:

In the event of an accidental chemical release the owner or operator of a facility, or the transporter is required to properly notify federal, state and local agencies. Notification is required when the chemical released exceeds the reportable quantity of an extremely hazardous substance, hazardous material, or a Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) hazardous substance.

Failure to follow these notification requirements may cause the LEPC to refer the matter to IEMA for enforcement.

When to Notify:

Immediate notification is necessary if a release occurs that results in:

- A member of the general public is hospitalized or killed

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- An authorized official of an emergency agency recommends an evacuation for the general public
 - Fire, breakage, release or suspected contamination occurs involving an etiologic agent
 - Any release of oil that produces sheen of water and/or threatens involving navigable waters

Who to Notify (in order of notification):

1. 911
2. Illinois Emergency Management Agency (IEMA)
1-800-782-7860
3. National Response Center (NRC)
1-800-424-8802
4. Winnebago County ESDA
815-319-6215
5. Winnebago County Local Emergency Planning Committee (LEPC)
815-319-6215

Transporters involved in an accidental chemical release over the RQs must call the NRC and 911 in the area where the accident has occurred.

What to Notify:

Initial notification should include the following:

- Specific location of release
- Name and telephone number of the person to contact at the site
- The chemical name of substance that is released and whether or not it is hazardous
- Quantity of substance released
- Time and duration of release
- Medium or media (air, land, and water) where release occurred
- Proper precautions that need to be put in place in result of the release, including evacuations
- Health risks associated with the release of this chemical. Advice regarding the treatment of people who may get exposed

A written follow-up notification should be done after the initial notification. The owner or operator of the facility should send the follow-up report to the SERC and the LEPC. The follow-up report should include the following:

- Actions taken to respond to and contain the release
- Any known or anticipated health risks associated with the release
- What is appropriate advice regarding medical attention for exposed individuals?
- Any changed or updated information from the initial notification

Additional follow-up notices shall be made as conditions and information change.

Community Notification Procedures

The Incident Commander or designee will be responsible for communicating notification of an EHS/HM release. The circumstances requiring public notification will depend on site-specific or incident-specific

factors and may vary depending on public safety issues.

Section 5: Determining the Occurrence of a Release

One of the LEPC's duties is determining the likelihood of a release and estimating the consequences of the release. This is done by performing a hazard analysis. The following procedure described the methods and techniques used to perform the hazard analysis:

- Review Tier II Reports and Identify Hazardous Materials and EHS Facilities
- Request additional information from Hazardous Materials and EHS Facilities
- Enter data and map data in CAMEO
- Perform screenings and scenarios for each facility
- Prepare and Review Hazard Analysis for each facility

Review Tier II Reports and Identify Hazardous Materials and EHS Facilities

The Illinois Emergency Management Agency (IEMA) and the LEPC receive Tier II reports from regulated facilities. IEMA will perform Tier II data entry for the LEPC and provide the database of information to the LEPC. The LEPC will review reports generated from Tier II data and will identify Hazardous Materials and EHS Facilities.

Request additional information from Hazardous Materials and EHS Facilities.

The LEPC may send a letter asking the Hazardous Materials and EHS facilities for additional information. This additional information may be required on a case-by-case basis.

Enter data and map data in CAMEO

In 2005, the US Environmental Protection Agency (US EPA) released a new version of the CAMEO emergency planning software. CAMEO stands for "Computer-Aided Management of Emergency Operations" and is freely available to LEPC's and emergency responders nationwide. CAMEO is a database program optimized for chemical emergency planning. It works with other free programs from the US EPA: MARPLOT, ALOHA, and LANDVIEW. The four programs are commonly referred to as the CAMEO Suite.

Once the inventory information is entered into CAMEO and MARPLOT, a Screening and Scenario can be conducted to determine the number of people and the area impacted by major chemical releases. It is a goal and objective of the Winnebago County LEPC to enter and map data into the CAMEO Suite.

Perform screenings and scenarios for each Hazardous Materials and EHS facility.

Winnebago County LEPC will perform CAMEO screenings and scenarios for each Hazardous Materials

and EHS facility.

Prepare and Review Hazard Analysis for each Hazardous Materials and EHS facility.

Winnebago County LEPC will prepare and review CAMEO hazard analysis for each Hazardous Materials and EHS facility.

Section 6: Emergency Response Resources

Community Emergency Response Resources

Winnebago County ESDA maintains a resource list of emergency response equipment and supplies for all emergency response agencies and organizations within the community. Information from each fire department and their resources in Winnebago County and the State of Illinois is maintained by MABAS.

Facility Emergency Response Resources

A goal and objective of the Winnebago County LEPC is to obtain a list of each Hazardous Materials and EHS facility's emergency response resources.

Section 7: Evacuation Planning

General evacuation plans exist in many communities. They are often adequate for known natural disasters (such as floods and tornados). These plans vary from area to area and are usually the responsibility of the Local Fire and Police Departments or ESDA's. The plans are generally designed for the hazards and facilities that exist within their municipality. Winnebago County shall have Standard Operating Procedures (SOPs) to conduct evacuations, and is part of the County and City Emergency Operation Plan (EOP). The actual evacuation planning shall be site or incident specific. Each of the fire departments and fire protection districts are aware of the location and needs of special needs populations in their area.

Section 8: Training Classes

Training and education is a continuous process. In order to ensure that our community is receiving the highest level of service, we must continue to improve performance standards. The cycle of excellence begins with being prepared and having adequate training.

Federal Emergency Management Agency (FEMA)

FEMA's Emergency Management Institute (EMI) has many courses dealing with Emergency Management.

They are available to Emergency Management professionals.

EMI's Independent Study Program:

<http://training.fema.gov/EMIWeb/IS/>

EMI's list of Independent Study Courses:

<http://training.fema.gov/EMIWeb/IS/crslist.asp>

Additional (in-person) classes are available from EMI. Here is a catalog of courses offered:

<http://training.fema.gov/EMIWeb/EMICourses/catalog2003.asp>

FEMA's United States Fire Administration (USFA) runs the National Fire Academy (NFA) in Emmitsburg, Maryland. The following is a list of training resources from NFA:

- NFA Training Resources:
<http://www.usfa.fema.gov/dhtml/fire-service/nfa-train.cfm>
- NFA On-Campus Classes:
<http://www.usfa.fema.gov/dhtml/fire-service/nfa-on.cfm>
- NFA Distance Education Classes:
<http://www.usfa.fema.gov/dhtml/fire-service/nfa-off3.cfm>

Occupational Safety and Health Administration (OSHA):

OSHA is the federal agency responsible for worker safety.

OSHA Training Resources (includes class schedules) can be found on the internet at:

http://www.osha.gov/fso/ote/training/training_resources.html

American Red Cross

The American Red Cross (ARC) is one of the nation's largest independent disaster agencies.

Classes in the Winnebago County area. Training information from the American Red Cross can be found on the internet at:

<http://rockriver.redcross.org/> or call DeKalb Co. Chapter at 756-7330

First Aid classes in the Winnebago County area:

<http://rockriver.redcross.org/> or call DeKalb Co. Chapter at 756-7339

Disaster Services Training in the Winnebago County area:

<http://rockriver.redcross.org/> or call DeKalb Co. Chapter at 756-7330

Illinois Emergency Management Agency (IEMA):

IEMA also provides training classes in Illinois. The IEMA Training Schedule can be found on the internet at:

http://www.state.il.us/iema/Train_schedule.htm

Illinois Fire Service Institute (IFSI):

IFSI provides certification for Fire Fighters in Illinois.
IFSI provides a "Hazardous Materials Awareness" course On-Line at:
http://www.fsi.uiuc.edu/virtual_campus/vc_awareness_registration.htm
IFSI's list of courses:
http://www.fsi.uiuc.edu/course_catalog/course_catalog_main.htm
IFSI's Class Schedule:
http://www.fsi.uiuc.edu/course_schedule/schedule_main_page.htm

Local:

The LEPC will attempt to facilitate training for First Responders and Emergency Personnel. The Winnebago County LEPC offers a variety of emergency response and hazardous materials training through its annual Midwest Emergency Preparedness and Response Conference. This conference is a form of public outreach to the community along with other literature and information from the LEPC's public education committee and website (www.winn-lepc.com). In addition, the Winnebago County LEPC holds an annual luncheon open to the public as a means to provide an update of the LEPC Plan.

Other Organizations:

Organizations will be added on as more programs are found that are applicable to our needs.

Section 9: Emergency Plan Exercise

Introduction

The purpose of this section is to describe how and when the LEPC will exercise the emergency plan. The exercise assists in the development and coordination of emergency preparedness. The exercise is designed to evaluate emergency operation plans, procedures or facilities; train personnel in emergency management duties; and demonstrate operational capability.

Exercising the Plan shall be part of the Midwest Emergency Preparedness and Response Conference or at site-specific exercises with local companies or organizations. The exercises may include but not be limited to table top drills/exercises, functional or full-scale drills/exercises, and may vary from year to year.

Objectives and Goals

Plan – Practice – Learning – Replan

The goal of the exercise is to provide an atmosphere where emergency response agencies work together. Local jurisdictions will implement the plan by involving many parts of an integrated emergency management system.

The exercise is intended to create a realistic situation without endangering the personnel involved in the exercise. The response will be evaluated based on strategic measures taken during the exercise. The lessons learned will identify areas where planning can be improved.

Statement of Purpose

The purpose of the emergency plan exercise is to improve emergency operations including the following:

1. Communications
2. Hazardous Materials monitoring
3. Fire-fighting and HazMat tactics
4. Response Mitigation
5. Evacuation warning and shelter management

By involving stakeholders from the following organizations:

1. Emergency Management
2. Fire Department
3. Police Department
4. Emergency Medical Service
5. Hospital
6. Local Businesses
7. Community Groups
8. Public Works
9. Health Department