

MULTNOMAH COUNTY LEPC
Meeting Minutes
Friday March 15, 2013
Portland Fire & Rescue Training Center – Portland, OR

Members Present: Recorded by sign-in sheet

Brian Bailey called the meeting to order at 9:07 am and reviewed the Meeting Agenda.

Members present approved meeting minutes from December 14, 2012

Sub-Committee Updates:

- Outreach – members needed
- Planning – new direction for emergency planning to be announced by Terry Wolfe
- Training – no news to report
- Executive – no news to report

Carmen Merlo from Portland Bureau of Emergency Management provided a Power Point presentation covering:

- Wireless Emergency Alerts
 - Pings any cell phone in range of a specified cell tower
 - Only works for newer cell phones using certain participating carrier companies
- Public Alerts
 - Preprogrammed with local land line phone numbers
 - Cell phone users must sign up at www.publicalerts.org
- Business Continuity Planning
 - Essential Functions – identify what actions must be taken by legal or contract obligation in the event of a major disruption to resume operations or service within 12 hours and sustain them for 30 days
 - Human Capital Management – determine if employees know what is expected of them whether they are at work or at home, and if the employer has a method of contacting employees at work or at home
 - Delegation of Authority – establish who within an organization has the authority to make decisions that will resume operations, make required legal notifications, and ensure the availability of redundant specialized skill sets
 - Alternate Facilities – assess which functions and work can be done elsewhere
 - Vital Records – establish procedures for capturing and maintaining emergency response actions taken, legal and financial information, contact lists, and frequencies for updating information
 - Communications – establish procedures to keep customers and employees updated without the use of phones
 - Tests, Training, & Exercises – conducted to determine if the plan works

Terry Wolfe from Oregon State Fire Marshal discussed the history and new direction of LEPC's in Oregon.

- Phase I Reviews between EHS Facilities and First Responders are now voluntary, but strongly recommended.
- LEPC's will develop an overall Emergency Plan for their area using a template provided by OSFM to plug information into.
- LEPC's and OSFM will contact EHS Facilities to encourage participation in the LEPC and document all such attempts to satisfy potential EPA inquiries.
- HMEP Grant funds remaining from the last budget cycle to be used for hosting a short LEPC Conference in May.
- New applications for HMEP Grants are being accepted through April 2, 2013. Volunteers from LEPC's to review grants on April 9, 2013 are needed. OSFM will submit the overall grant by April 19, 2013.

Chris Greenhill from Department of Homeland Security discussed the Chemical Facility Anti-Terrorism Program.

- The program's goal is to keep facilities open while keeping hazardous materials out of the hands of terrorists.
- DHS approach to achieving this goal is to form partnerships with industry.
- Following the Oklahoma City bombing Congress formed a committee to evaluate risks.
- 325 chemicals of concern were identified
- Facilities consisted of hospitals, state agencies, food storage, specialty gas, & various industries
- Evaluations were made of quantities available at facilities and where the facilities were located
- Registration process identified 45,000 facilities of which 5,000 were selected for review
- DHS coordinated security assessments involving LEPC's, Police, and Fire to familiarize and train first responders on the locations and types of hazardous materials present at those facilities.
- LEPC's were identified as valuable for getting EHS facilities and first responders together with hospitals, utilities, and government to thoroughly discuss hazards and develop the regional response of citizens and other resources beyond the EHS facilities.
- DHS is currently inspecting Tier I facility security measures.

Current Executive Committee members were voted in for another 1-year term.

Brian Bailey led a discussion of the current LEPC finances.

- To date Brian has been funding the website out of his own pocket.
- Current LEPC funds consists of 2 gift cards and \$5 cash.
- Proposal was made to develop a budget and present it to members for donations and suggestions for sources of funding.

Meeting dates for 2013 were chosen.

The North American Hazardous Substance Release website and Multnomah County LEPC website were shown to members.

Meeting Adjourned at 10:47