

## Warren County LEPC Meeting Minutes 09/13/2018

**LEPC members in Attendance:** Lesli Holt, David Wood, Martin Russell, Duane Stansbury, Bill Romaine, Dale Farmer, Steven Agenbroad, Ryan Burke, Kay Vonderschmidt, Brooke Matzen, Dennis Waldbillig, John Franks, Dustin Ratliff, Suzanne Mason, Scott Trick, Ben Ginter, Steve Armstrong, Nate Huffman, John Franks

<p><b>Welcome and Introductions</b></p>	<p><b>DISCUSSION/CONCLUSION:</b> David Wood welcomed those in attendance and the group introduced themselves. Because there were more members than non-members present a quorum was reached.</p>	<p><b>RECOMMENDATION/ACTION:</b> None</p>
<p><b>Review of Previous Meeting Minutes</b></p>	<p><b>DISCUSSION/CONCLUSION:</b> David Wood reported that the previous meeting minutes were sent out to LEPC members for review. There were no suggested edits sent back to David. No other edits were suggested by LEPC members present. There was a motion from Brooke Matzen to approve the 06/07/2018 LEPC meeting minutes. Susanne Mason Seconded. Motion passed.</p>	<p><b>RECOMMENDATION/ACTION:</b> None</p>
<p><b>Reports:</b></p>	<p><b>DISCUSSION/CONCLUSION:</b> <u>LEPC Coordinator Update:</u> David Wood Reported that Warren County is renewing E-Plan for Tier 2 reporting. David explained that the annual charge covers the user fees for the system as well as any other associated fees so there are no charges to the end users. The bill will be paid first quarter 2019.</p> <p>Hazmat plan – David Wood sent out the Warren County Hazmat Plan for review prior to this meeting. Comments and approval will be accomplished later in this meeting.</p> <p>Facility Visits – David Wood reported that he visited 6 Tier 2 facilities in 2018. David will be working with the Warren County Business Development department to schedule additional facility visits for 2019. David said the tours went very well and the facilities were appreciative. He said this collaboration was helpful with putting names with faces and to answer questions and get more involvement in the LEPC.</p> <p><u>EMA Update:</u> Lesli Holt reported that EMA has been working with schools on training and education for emergencies and disasters.</p>	<p><b>RECOMMENDATION/ACTION:</b> None</p>

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She also reported that the Warren County Pipeline Coalition has been meeting and will be hosting a training event on Monday, November 5, from 6-9 p.m. They will start with a meet and greet at the Warren County Career Center, followed by a short presentation, then attendees will board buses that will take them to the SR122/Hart Rd. area and make multiple stops where a pipeline company representative will hop on the bus, talk about the lines, the products that run through them, their emergency procedures, and how they interact with first responders. Lesli will send out more information as event planning unfolds.

SERC: No report given at this meeting. David reported that our previous SERC rep, Shawn Riley, has changed jobs so he will no longer be attending this meeting. His colleague, Phil Clayton was unavailable to attend this meeting.

Ohio EPA: Nothing to report at this meeting.

Greater Cincinnati Hazmat:

Brooke Matzen reported that they had three runs in Warren County the last quarter: A Freon leak that required administrative assistance in Deerfield Twp, A paracetamol release that required administrative consultation in Deerfield Twp, and a hydrofluoric acid leak that required full team response in Franklin Twp. Along with those runs there were three other runs outside of Warren County during the previous quarter.

GC Hazmat will be hosting an open house for Dale Farmer, who retired from Ohio EPA next, on Sept 21 from 11-1 at GCHMU. They will also be hosting Dennis's retirement party on 9/28 from 12-2 at Station 57.

Command 400 is at Wright Patterson AFB through Sunday. It is up for the Air force marathon. They had one run on 8/27 for Colerain Twp. Their next training is 9/27 at Hazmat.

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	<p>Upcoming trainings include: PER222 – Public Safety Sampling Response from Sept 11-13, Advanced Hazmat IQ on Sept 18, and Hazmat Officer/Hazmat Safety Officer-date TBD.</p> <p><u>Warren County Health District</u> – Ben Ginter reported that there are a few more cases of Tuberculosis in Franklin. They are quarantining patients and treating them. They will be hosting a tire recycling event in October - More information to come.</p>	
<b>New Business:</b>		
<p><b>Upcoming LEPC Exercise</b></p>	<p><b>DISCUSSION/CONCLUSION:</b> David Wood reported that the Planning and Exercise subcommittee met to go over the scenario and objectives for the 2019 Functional EOC exercise. They have identified City of Franklin as the fire department participating in this exercise. This will be a precursor for the 2020 full scale exercise which will involve a chemical leaking into the Great Miami River. This exercise will be testing 5 objectives, one of them being EOC. They also identified the need to hire a contractor. Contractors were requested to submit a bid to LEPC for their services for the exercise. Through County procurement policies, a contractor was selected and their quote was used to apply for a PUCO training grant. The PUCO awarded Warren County <u>\$1983.76</u> which was partial funding for the contractor. The remaining will be funded through EMA budget. Currently we are waiting on PUCO to deliver funds to LEPC before formal exercise planning can occur.</p>	<p><b>RECOMMENDATION/ACTION:</b></p>
<p><b>HazMat Plan review and Approval</b></p>	<p><b>DISCUSSION/CONCLUSION:</b> David Wood presented the updates that were recommended to the Warren County Hazmat Plan. Recommendations for edits were as follows:</p> <ul style="list-style-type: none"> <li>- Page 7: remove repetitive wording, update wording in weather factor assumption for grammatical issues</li> <li>- Page 8: rewording of “Fixed Facilities” section to make understanding more clear, updated number of EHS/HS</li> </ul>	<p><b>RECOMMENDATION/ACTION:</b> David Wood will update the Warren County Hazardous Materials Plan based on the following comments at the 9/13/2018 meeting: Page 7 – capitalize the word “County” Page 8 – “May include” (Change word “could” to “may”) “As of date of adoption of this plan, Warren County has 171 HS facilities...”</p>

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	<p>facilities, added abbreviation for Warren County Dept of Emergency Services (WCDES)</p> <ul style="list-style-type: none"> <li>- Page 9: changed number of non-EHS facilities, updates wording on general transportation risks (for grammatical purposes), added all interstate, US and State Routes that run through the county</li> <li>- Page 10: updated names of pipelines, deleted redundant wording in "Weather Factors" setting, updated wording to be more grammatically correct</li> <li>- Page 11: updated response capability section to make wording more clear, updated grammar and spelling issues</li> <li>- Page 12: updated wording to make sentences more clear, changed wording in "Initial Report" section that made the protocol more clear for reporting knowledge of a spill or release</li> <li>- Page 13: Added fire dept, law enforcement agency, hazmat team, and the Community Emergency Coordinator to those who will be notified via dispatch. Updated Level II and Level III response to be consistent with GCHazmat protocols</li> <li>- Pages 14/15: Updated Public Information and Warning Section to be consistent with county processes, moved this section to be closer to "Notification" section.</li> <li>- Page 16: Changed "On-Scene Analysis" to "Incident Assessment" and updated wording to this section to better fit the timeline of events for hazmat response in Warren County. Added the words "clearly identified" to sentence "Establish a clearly identified command post" (per state's recommendations)</li> <li>- Page 17: deleted "On Scene Command Action" due to its redundancy (all information contained in this section is referenced in other parts of this plan)</li> <li>- Page 18: updated formatting of bullet points and fonts</li> <li>- Page 19: Added Phrase "<i>The safety officer may stop a procedure they deem unsafe at any time during the response or recovery phase of an incident.</i>" Updated grammar errors. Updated PPE section to make wording more clear and fix grammar issues</li> <li>- Page 20: Added wording to "Victim Treatment and</li> </ul>	<p>Page 9: "<i>As of the date of adoption of this plan, Warren County has 71 EHS facilities</i>"</p> <p>Page 9 – add an "s" to the word "<i>Spill</i>" in section under roadways.</p> <p>Page 9: Change Dominion Transmission to Dominion Energy. Add wording, "<i>As of the date of adoption of this plan, the pipelines in Warren County are owned by....</i>". Update all pipeline companies. Remove Rockies Express to Tallgrass, take out UTI, remove Gas America,</p> <p>Page 10: strike phrase: "<i>Certain weather conditions can help or hinder a release situation</i>" (from "Weather Factors" section). Add an "s" to Responder...(in the next sentence)</p> <p>Page 10: lowercase on "County" (from The Warren County)</p> <p>Page 11: lowercase "c" on "County"</p> <p>Remove the word "also" from "The County has several"</p> <p>Under "Demographic features" remove specific city names and add "<i>...but does have several highly populated cities and townships</i>".</p> <p>Under Response capability, remove the word "can" respond to make "will" respond.</p> <p>Page 11: Capitalize "Ohio Fire Chief's Emergency Response Plan"</p> <p>Page 12: Initial Actions: add an "s" to releases" and remove the second iteration of "<i>the following must be notified</i>"</p> <p>Page 13: Receipt of report "<i>...dispatch the jurisdictional fire dept, law enforcement agency, community emergency response coordinator, and the hazmat team when requested by Incident Command</i>"</p> <p>*General Note: abbreviations will be added to the end of the plan.</p> <p>Page 13: Level II emergency Situation add requiring an administrative "response" (add word response)</p> <p>Page 13 – add bullet before "appropriate in any incident requiring specialized training and equipment"</p> <p>Page 13: combine "mass decontamination of civilians resulting in the activation of Disaster Net". (separate bullet points right now")</p> <p>Page 14: Public Information and Warning – remove the double period in line 4. Add a space in between <i>Activation; upon.</i></p>
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	<p>Handling” Section to include “...<i>Disaster Net has been activated and a responder (transport officer and/or medical communication officer) has been assigned to communicate with Disaster Net.</i>”</p> <ul style="list-style-type: none"> <li>- Page 23/24: Added wording to “<i>Establish an integrated on-scene command post</i>” section to include “<i>Coordinate and disseminate information regarding hazardous material to appropriate emergency agencies and citizens in the area of incident</i>”, updated GCHazmat Unit section to be more consistent with their protocols (based on recommended language from GCHazmat)</li> <li>- Pages 25/26: fixed minor grammatical issues and added “<i>willing to participate</i>” to participation in the WCDES exercise</li> <li>- Page 29: updated specialized Equipment for hazmat response to say “<i>Specialized equipment for HazMat response can be <u>requested through</u> GCHMU. Other resource contacts can be found in resource manual located in Warren County 911 Communication Center</i>” (per GC Hazmat recommendation)</li> <li>- Page 30: took out mandatory use of SERC evaluation forms, updated number of objectives to be tested per each type of exercise</li> <li>- Page 31: updated grammatical issues</li> </ul> <p>A motion was made to approve the table of contents changes after the hazmat plan approval. Dennis Waldbilling motioned. Steve Agenbroad seconded. Motion passed. David Wood will change the Table of Contents of the Warren County Hazmat Plan once the final version of this plan has been completed after this meeting.</p> <p>John Franks motioned to approve the 2018 updates to the Warren County Hazmat Plan with the update to the Table of Contents and the updates discussed at this meeting and reflected in these minutes. Ryan Burke seconded. Motion Passed.</p>	<p>Page 14: under Warning section: “<i>Dispatch and/or the EOC may use the EAS and/or the Integrated Public Alert &amp; Warning System (IPAWS) and/or the outdoor warning siren system to provide warning, communication, information, direction, and instruction in the event of an emergency requiring “</i></p> <p>Under Public Information: eliminate “<i>or if the EOC is opened</i>”</p> <p>Page 15: update spelling of the word “Shelter” in last line of “Shelter in place” section</p> <p>Page 17: Add the word “Equipment” to “<i>the ability of Warren County fire departments to contain and stabilize a release will be based on each of the department’s equipment, resources, level of training, and certification.</i>”</p> <p>*General Note: all bullet points and letters will be updated once track changes is turned off” *</p> <p>Page 19: “Safety Officer: “The Safety Officer may temporarily stop a procedure they deem unsafe...”(add the word “temporarily”).</p> <p>Page 19: Warm Zone: change the word “area” to “are” in order to read “no unauthorized persons are allowed...”</p> <p>Note: On next year’s plan, add a bullet point “Rehab” under positions Incident Commander could add.</p> <p>Page 19: PPE level B: remove the word “But”</p> <p>Page 20: change “EMS should make sure” to “EMS should ensure”</p> <p>Page 23: “Ensure that all department representatives are in contact with...” (Change from dept representatives are “Present”)</p> <p>Page 23: Add abbreviation after GC Hazmat Add in Brooke’s language for GC Hazmat.</p> <p>Page 24: Bullet point one – change GCHUM to GCHMU, first bullet point under that change “a call phone number” to “cell phone number”</p> <p>3<sup>rd</sup> bullet point, second bullet under that – provide resources for the stabilization of the incident” (Stabilization of was struck, add it back in).</p> <p>Page 25: top line – Change the Emergency Management Official, if requested, may report to the on-scene command post”</p> <p>Page 25: The Warren County health district will be notified of</p>
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		<p>any hazmat incident that occurs, and that affects the health of the public” (add an “s” on occur and place comma after occurs)</p> <p>Page 26: lowercase “e” on word “established”</p> <p>Page 28: change local amateur radio operators may... (change club to operators and can to may)</p> <p>Page 29: Resource Management Section– change all “cans” to “may”</p> <p>Page 30: for all exercises, if it is a number spell it out (for example, “test three but not more than five objectives” )</p>
<p><b>Hazardous Materials Spills and Events for Warren County</b></p> <p><b>May- Present</b></p>	<p><b>DISCUSSION/CONCLUSION:</b></p> <p>Lesli Holt reported on the hazardous materials spills and events for Warren County between May –Sept 2018. Reported events were as follows:</p> <ul style="list-style-type: none"> <li>- 6/19: Gas Line strike in Clearcreek Twp at Business.</li> <li>- 6/19: Gas line strike in Clearcreek Twp in residential neighborhood</li> <li>- 6/23: Natural Gas leak in sewer in Deerfield Twp (with evacuations on Deerfield Towne Center)</li> <li>- 6/27: Gas line strike (6” line) in Mason with evacuations of Hotels and closing of Beach Blvd.</li> <li>- 7/11: Freon leak on freezer at Costco – Deerfield Twp.</li> <li>- 7/19: Fuel Spill – 25 gallons on roadway in Harveysburg</li> <li>- 8/8: Gas line strike in Garfield Park (Lebanon)</li> <li>- 8/24: Gasoline spill at Kroger Fuel Station in Deerfield Twp. Lg amount of gasoline</li> <li>- 8/27-9/12 multiple reports of odor of gas in the area (no trend)</li> <li>- 9/5: Fuel spill at UDF (Clearcreek Twp). 14 gallons of fuel spilled</li> <li>- 9/7: Hazmat incident (Franklin Twp). Flouride mixed with Bleach in tanker truck at water treatment facility. 2 patients. GC Hazmat responded.</li> <li>- 9/9: Fuel Spill. Crane leaking oil into sewer drain (5-10 gallons)</li> <li>- 9/10: Gas line strike. Water/Sewer dept struck gas line. Crimped it off and called Duke and OUPS.</li> </ul>	<p><b>RECOMMENDATION/ACTION:</b></p> <p>No recommended action at this time.</p>

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	- 9/12: *Call from Ohio EPA* unknown fluid in waterway (Goshen). 200 gal fuel oil tank from residence leaked and contaminated local creek/drainage system. EPA responded. Still in cleanup phase.	
<b>Roundtable Discussion: Partner Updates</b>	<b>DISCUSSION/CONCLUSION:</b> Hospitals: no report Fire: no report Pipeline: NO report ARC: NO Report Communications: Solid Waste: Facilities Recycling Day September 22 Weather Service: No Report	<b>RECOMMENDATION/ACTION:</b>  None
<b>Open Discussion</b>	<b>DISCUSSION/CONCLUSION:</b> Lesli Holt asked if there were any recommendations for educational studies for the next LEPC meeting. GC Hazmat will provide an After Action report/presentation on the Franklin Twp incident from 9/5 for the next meeting.	<b>RECOMMENDATION/ACTION:</b> None
<b>Adjourn</b>	Motion to adjourn was made by Dennis Waldbillig. Seconded by Steve Agenbroad. Meeting adjourned at 3:05 p.m. Next meeting will occur on December 13 at 1:30 p.m.	