



Local Emergency Planning Committee  
C/O KCOEM  
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*Kane County  
Local Emergency Planning Committee  
Meeting Minutes  
February 16, 2016*

**CALL TO ORDER**

The meeting was called to order at 1:02 p.m. in the Kane County OEM EOC by Chairman Jon Mensching.

**ATTENDANCE**

Members present – (Names taken directly from the sign-in sheet):

Yvette Alexander-Maxie – American Red Cross, Bob Balsamo – South Elgin EMA, Steve Baron – Advocate Sherman Hospital, Don Bryant – KCOEM, Don Davids – Aurora Fire Department, Randy Deicke – Batavia Fire Department, Deborah Dortmund – KCOEM & KCLEPC recording secretary, treasurer & grant coordinator, David Esterquest – FERMI National Lab., Bill Glisson – KC Forest Preserve Police & LEPC Vice-Chairman, Kenneth Hebert – Rush-Copley Medical Center; Anna Ishmael – Aurora Fire Department, Sean Madison – KCOEM & USCG Auxiliary, Jon Mensching – Carpentersville Fire Dept. / LEPC Chairman, Patricia Merisch – Concerned Citizen/ Huntley CERT, Bob Usab – Polynt Composites USA Inc., Scott Vance – Presence Mercy Medical Center and Andy Zawada – Elgin Fire Department & MABAS Division 2 HazMat team.

**WELCOME:** Everyone was welcomed. Jon officially opened the meeting at 1:02 pm and asked the group to stand and join in the Pledge of Allegiance.

**INTRODUCTION:** Jon asked if we had any new members; Steve Baron introduced himself.

**CORRESPONDENCE:**

Deborah stated that there has not been any physical mail from the state.

**APPROVAL OF MEETING MINUTES:** Jon asked about the previous meeting minutes. Deb stated that she had nothing from that meeting as she was not here. She stated that someone may have taken notes but perhaps they were lost in transmission as she does not have anything from the meeting. Bob Balsamo stated that perhaps we could approve them in absentia. The motion was amended to approve the August meeting minutes and continue to look for the November notes / minutes. Seconded. Voice vote: Approved.

**LEPC CHAIRMAN'S REPORT:** Jon stated he did not have anything. He asked where we were on the Partnership program. It had been sent to the State's Attorney's Office. Sean asked Don if it had been 100% approved by the States Attorney's office and the County board chairman. Don stated that it had been approved.

Jon stated that we have been trying for 2 years to get this program up and running. He stated that by our next meeting in May, we should be up and running. Deb asked if Jon wanted to draft a new letter to the facilities. We have the original letter. Jon stated we would make a few changes and use the original letter. It explains the program and the goals have not changed.

Jon stated that we should just start the whole program from the beginning. Facilities that previously participated would receive the initial letter just as new facilities.

**HAZARDOUS MATERIALS SPILL REPORT:**

Deb stated that the spill report for this quarter is printed on the back of your agenda. Deb stated that she listed all the spill reports dating back to August since she didn't have any record of them being reviewed. Sean gave a quick overview of the spill at the Citgo in Hampshire.

There was brief discussion on the variety of calls and how we are seeing less UGST spills but we are still seeing gas station spills/leaks.

**SUBCOMMITTEE REPORTS:**

**Planning: No Report**

Planning Committee: Dave Carey and Sean Madison

Sean stated that Deb has been working on getting the information from the railroads. Deb stated that CP & CN have not responded. UP and BNSF are complete.

Jon asked where we are at in the cycle for the plan review. Jon asked if this year is a full review year or a 'pass-year'. Everything was signed off last year and this is the year we can do all the data gathering and review. We work on the in-between year of the County's EOP. The plan is progressing. The reviews will be on going and then the final plan review and approval will be this year.

**Membership:** No report.

**Finance:** Partnership plan reported previously.

**Education:** No Report

**OLD BUSINESS:** Nothing to add currently.

**NEW BUSINESS:** Seminars:

Pipeline seminar information has just been released: The two that are the closest to everyone are the Crystal Lake presentation on March 15<sup>th</sup>, or the presentation in Arlington Heights on March 16<sup>th</sup>. They do have a presentation in DeKalb on March 14<sup>th</sup>. The web site is ([http://il.pipeline-awareness.com/meeting\\_schedule](http://il.pipeline-awareness.com/meeting_schedule)) and you can search for one in the area closest to you. You can register on the website. The companies that participate are some of the bigger ones; ANR, West Shore (the former Badger pipeline), Enbridge – but they are not all encompassing.

Jon mentioned that we should look at getting access to the DOT information at the National Pipeline Mapping system.

At the time of the meeting the information for the Winnebago LEPC seminar was not available. It was later announced: 2016 Winnebago County Midwest Emergency Preparedness & Response Conference. By the looks of it, it has been scaled down again.

*2016 Winnebago County MEPRC*

Dates: April 12<sup>th</sup> and April 13<sup>th</sup>

Location: Giovanni's Restaurant & Convention Center,  
610 North Bell School Road, Rockford, IL

### **FOR THE GOOD OF THE ORDER:**

Scott asked about the Tier 2 information reporting. Deb states that they are slowly coming in. They come in via mail and e-mail. Brief discussion on who is reporting and that they are due by the 1<sup>st</sup> of March. Jon noted that it would be nice if they would amend the law so that we could just download it all from the State and not have to get the paper copies of the Tier 2 report. Last year the State started with a new system and had all sorts of issues and extended the deadline because of the issues. This year people have been complaining that the system was not working "like it used to" but since it is a new system – there is no "used to", just it works differently.

The ability to be able to use it electronically and use it with the CAMEO system and tie in the facilities and schools etc. should be functional. There will be the ability to tie all the mapping together so all the critical facilities are all shown in the CAMEO features. Andy mentioned that the Mapping ability has just been beginning to work recently.

Jon stated that it has the potential to really be a great tool.

The export from Tier2 submit to CAMEO was not fully working, as the facility phone numbers were not coming thru.

**NEXT MEETING DATE:** The next meeting is **Tuesday May 17, 2016 at 1:00 PM.**

If anyone would like to host the LEPC meeting please let us know. Field trips to facilities are always a great source of information for the LEPC.

Don Davids moved to adjourn the meeting. Anna Ishmael seconded the motion. Voice vote: Approved. Meeting adjourned 1:25 pm

Respectfully Submitted,

Deborah Dortmund  
KCOEM Administrative Assistant  
LEPC Recording Secretary

#### *Summary of Motions*

1. Acceptance
2. Motion to Adjourn