



Local Emergency Planning Committee
C/O KCOEM
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*Kane County
Local Emergency Planning Committee
Meeting Minutes
May 17, 2016*

CALL TO ORDER

The meeting was called to order at 1:14 p.m. in the Kane County OEM EOC by Sean Madison.

ATTENDANCE

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

Yvette Alexander-Maxie – American Red Cross, Bob Balsamo – South Elgin EMA, Mike Borcky – IEMA Region 3 Coordinator, Don Bryant – KCOEM, Don Davids – Aurora Fire Department, Deborah Dortmund – KCOEM & KCLEPC recording secretary, treasurer & grant coordinator, David Esterquest – FERMI National Lab., Emily Kies – St. Charles EMA, Sean Madison – KCOEM & USCG Auxiliary, Patricia Merisch – Concerned Citizen/ Huntley CERT, Bob Usab – Polynt Composites USA Inc., and Andy Zawada – Elgin Fire Department & MABAS Division 2 HazMat team.

WELCOME: Everyone was welcomed. Sean officially opened the meeting at 1:14 pm and asked the group to stand and join in the Pledge of Allegiance.

Guests: Fred - Dodge Chemical Co, who will be joining us as a member, Chad Finin –U.S. Department of Homeland Security (CFATS program) Chemical Security Inspector; Bob (Robert) Leighton, PE, CHMM - for Bob Usab from Polynt Composites, and new member Sebastian Mroczkowski - replacing Dave S from Producers Chemicals.

INTRODUCTION: Sean stated that Jon was unable to attend as he was detained elsewhere. Bill, our Vice-chair, was also unable to attend. Jon asked Sean to take care of the meeting. Sean asked if we had any new members, visitors or guests. We went around the room with introductions.

CORRESPONDENCE:

Sean stated that Deborah had received an e-mail from the State asking for some of the reasons why we had not applied for the new 3-year HMEP Grant. Deborah stated that she and Jon are in the process of drafting a letter to the State with all of the concerns and rationale behind the end decision. If anyone has any comments or issues they would like included in the letter please let us know. Sean stated that basically the hard match is a large problem and the short amount of time to formulate an application. It is a three-year program going forward and we had to have a hard match and we were only allowed less than a month to

put together a three-year program. In the past we were awarded a large award and we had it yanked out from under us after things had been planned. The letter will also mention the inconsistencies in the administration of the grant and changing this mid-grant. Also it will include the issue from several years where we – the LEPC – hired a contractor and paid the contractor and mid-year the State told us they were not going to reimburse us for the contractor, so we were out the funds. Deborah added that once the letter is complete it will go to Bob Evans at the State.

APPROVAL OF MEETING MINUTES: Sean asked if everyone received the February meeting minutes. A question was brought up as to if we could approve the minutes without Jon or Bill here. It was noted that as long as we have the quorum and that Deb was here we could proceed.

Were there any comments, changes or corrections to the February meeting minutes? (None heard).

Bob Balsamo moved to accept the minutes as submitted. Patricia M Seconded. Voice vote: Approved.

Sean stated that notes from the November meeting had been located. We previously stated we would continue to look until this meeting. As nothing has been found, we shall consider the November meeting as occurred but without meeting minutes.

LEPC CHAIRMAN'S REPORT:

Sean stated that Jon wanted to see an increase in the member's participation in the subcommittees.

The Partnership committee is already well established. As Dave Sweigert was on the Partnership committee, by default Sebastian Mroczkowski will be assigned to that committee. The Partnership committee was asking for donations from the community facilities in order to work on the sub-grants going to the Hazmat teams and assist in the training for the members.

The Planning committee: Sean mentioned that since Paul left that would automatically assign Emily to take his place on the subcommittee.

Membership subcommittee: We did not have a group currently assigned to member ship but we need to ask some people to step up so that we can recruit others. If anyone would like to get involved with that, please let us know.

Education subcommittee: That is another subcommittee without anyone on it. We currently don't have much of a need for that subcommittee. Deb stated that we try to bring training opportunities to the membership and bring whatever information is gathered at any of the training seminars back to the committee and share it.

So Planning & Membership are the two sub-committees that are looking for members.

HAZARDOUS MATERIALS SPILL REPORT:

Deb stated that the spill report for this quarter is printed on the back of your agenda. She asked Andy if he would say a few words about the Sanfilippo spill. Andy stated that Elgin had happened upon the area while doing an inspection. Sanfilippo/ Fischer Nuts was holding & storing cooking oil in a truck on the property. The rains caused the truck to over flow onto the property and into a drainage area that went into ponds and a storm ditch and caused fish kills in the area. He stated that it took a month to get them to report it and they are still out there cleaning it up.

Any questions on the remaining reported spills? Most are self-explained in the report.

SUBCOMMITTEE REPORTS:

Finance: Report on the Partnership Program.

Deb stated that she was excited to inform everyone that the letters had gone out and shortly afterwards we revived our first donation. Butterfield Color was the first check and the amount was \$1200.00. Since then we have received several other checks from various facilities in a variety of amounts. The current amount is \$2500 in donations. It looks like we will be able to send people to Rockford next year and still be able to do training.

There is a company that has called and asked to see our financials, before they will make a donation. So once we are up and running, we can send them the information and show them that we are actually using the money for the intended purpose. In their words, they “wanted to be sure we were not planning our Christmas party with their money”.

Deb announced each donation, in the order received.

Butterfield Color	\$1200
Custom Pak	\$150
Electro-Max, Inc.	\$ 750
W.R. Meadows, Inc.	\$ 150
Dodge Chemical	\$ 250

The names will be on the LEPC section of the KCOEM website so anyone can go check the donors. The actual amounts will not be listed on the website, but they are listed in the respective categories.

Sean added that we are almost up to the current amount of our grant. Deb added that with luck, we should be able to ‘do more things that we have been trying to do’ and that she did need input from the Partnership committee in the plaques for the highest level donors. In addition she is working on the certificates and should have them ready to be mailed soon. The Gold level donors will be getting the wooden wall plaque and if we have any Platinum level donors they will receive the acrylic plaque/ award.

Planning:

Planning Committee: Dave Carey and Sean Madison. Emily Kies has been added to the committee to replace Paul Bumba.

Deb stated that everyone should have received a copy of the plan in your e-mail.

Sean stated that Deb had been working on getting the information from the railroads and finally completed all the data collection and updated the summary in the plan. Sean asked if there were any issues with it.

The mail update was the Railroad data. There was a review of the clean-up companies.

This is our year to approve that Plan so that the County has an approved version for the next EOP update / review.

Sean stated that he would entertain a motion to approve the plan.

Motion: Don Davids

Second: Emily Kies

Any discussion?

Voice Vote: Approved.

Deb asked if there was a suggestion as to what we wanted to update in the next update of the plan. Nothing just yet. Sean mentioned that in the past we have mentioned doing a commodity flow study but that will take several thousands of dollars and we just don’t have that at the moment. That would also be something we would hire a contractor to perform.

Perhaps a mailing to the facilities, police and fire departments asking about their response capabilities.

A question was raised as to how we are sure that the companies in the county are reporting. Deb stated that the facilities complete their Tier 2 paperwork on line and then upload it to the States database and mail a copy to the LEPC and their local fire department. We have a data base that we hand enter the data in and can look into the State database to see if they facility did file with the State and forgot to mail us a copy or has closed or is under limits. Facilities are supposed to send information within 90 days if something has changes at their site. Sean added that we can see if a facility did not file from one year to the next, but if it is a new company we would not know they are in the county if they do not file.

Membership: No report.

OLD BUSINESS: Nothing to add currently.

NEW BUSINESS:

Conference information:

The Midwest Emergency Preparedness and Response Conference 2016.

Sean gave a brief overview and a PowerPoint of the programs attended and the exercise participated in. This year they changed the location, just a few blocks down from the old location. It was a full 2 days and they stated it was a record setting attendance.

- Social Media in Emergency Management and the STARs of Hope project
- The Galena train derailment was a great presentation.
 - o Some of the lessons learned was that just because the RR called it in - the exact location may not be possible until you have boots on the ground. Access to the actual site was very limited in Galena. There was a bike path that went close to the site but it was winter with an unplowed path. Equipment that is not used regularly needs to be maintained. There were a few problems with frozen equipment or equipment that would not start.
 - o The response phase lasted about 2 weeks, all of the activities that required permits (from the EPA etc.) were waived as long as they had an IAP and the approval of Unified Command. The whole clean up and repair process took much longer.
 - o A question was asked - if the after action report was available. Mike Borcky stated it was.
 - o Long term, some of the roads were torn up as well as some of the park land. The large amount of equipment needed was not what many of those roads could handle.
- *Blown Away in a Small Town* was the response to the Woodhaven Lakes Tornado. The property is a recreation, summer residence type area. Approximately 1/3 of the property was impacted.
 - o Upon entering the site, you would look at it and not see the trees down. Upon getting further in and viewing the area – they could see the intermingled downed trees. Getting the intelligence into the command post was very important.

There were other programs available on Wednesday but they were centered on the Haz-whopper training.

- Kelly Horn from IEMA was there. The Hazmat and the LEPC program now fall under his prevue. The HMEP grant was discussed and the need for a hard match, which is a solid cash match. Frank B. from DeKalb County LEPC stood up at that point to ask who in the room would be able to apply for the grant and about only 3 people raised their hands.

- There was a program on the CFATS program under DHS and what makes a facility fall under that program.
- The big activity for Wednesday was the Table Top exercise. It was a flammable liquids train derailment based upon the Galena train derailment. It was an HSEEP complaint exercise and by being there and participating we got our plan exercised.
 - o The way they did the exercise this year was that the groups were split up into pre-identified groups. Ours was us (Kane County) McHenry County and a lot of Cook County folks.
 - o This year they had a lot of people as resources for the exercise; the FRRA, OSHA, ARC, the railroad themselves, etc. If the players needed anything, we had to go to the resources to actually get the information.

Midwest Hazmat Response Conference

Andy attended the Midwest Hazmat Response Conference in Northbrook. He gave the group a brief overview of the class selections he attended. WMD, Ebola, First Responders, and Propane Transportation. One of the keynote speakers was talking about the explosion in Texas. The CSB (Chemical Safety Board) was out there and talking about how residential areas are encroaching into the chemical facility areas/ industrial areas and how they are now trying to create buffer zones round the facilities to keep residents away.

There was a brief side discussion regarding the fact that the investigation report regarding that specific incident was just released.

FOR THE GOOD OF THE ORDER:

The information will be available for the latest round of the ICS 300 & 400 classes. The dates are July 11-13 and August 18 & 19, 2016. The flyer and registration form are included in the meeting minutes. (Attachments: #1 & 2)

NEXT MEETING DATE: The next meeting is **Tuesday August 16, 2016 at 1:00 PM.**

We have previously talked about having an exercise so at the next meeting we will have a short tabletop. Tabletops are just a discussion based exercise and what we were thinking is a train derailment cause by a tornado “close to *your* facility”. So in this case what would your facility do, how would you be affected?

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.

Patricia Merisch moved to adjourn the meeting. Dave Esterquest seconded the motion. Voice vote:
Approved.
Meeting adjourned 1:55 pm

Respectfully Submitted,

Deborah Dortmund
KCOEM Administrative Assistant
LEPC Recording Secretary

Summary of Motions

1. Approval of February Meeting minutes
2. Approval of the 2016 LEPC Plan
3. Motion to Adjourn

Summary of Attachments

1. ICS Class flyer & registration form.