

**CUYAHOGA COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
JANUARY 10, 2011 MEETING MINUTES**

Roll Call

Mr. Slack conducted roll call.

Attendance: Pam Davis (for Stuart Greenburg*), Michael Dziak (for Mark Scott*), Ron Eckner*, Alan Finkelstein*, Frank Foley*, Bob Gahr*, Randy Helmick*, Sheldon Lustig*, Herb Mausser*, Tony Passalacqua*, Mary Jane Pavlick*, Hugh Shannon*, Bryan Sloan*, Randy Solganik*

* - LEPC Member

Guests: Vikki Bunting/ Ohio EMA
Barry Grisez / Cuyahoga County Board of Health
John Higginbotham / South Pointe Hospital
Andy Laituri / Ferro Corporation

Administrative

Chief Sloan called the meeting to order at 1:30 PM.

Minutes

On motion of Mr. Lustig and with a second by Mr. Shannon the minutes of the November 01, 2010 meeting were approved.

Election

Nominations were taken from the floor for positions of Chairman and Vice Chairman, according to the procedures outlined in the LEPC Bylaws.

Lt. Finkelstein nominated Chief Sloan to continue as Chairman of the LEPC. This nomination was seconded by Mr. Shannon. There being no further nominations, Chief Sloan was unanimously approved as LEPC Chairman.

Chief Sloan nominated Lt. Finkelstein to continue as Vice Chairman of the LEPC. This nomination was seconded by Mr. Shannon. There being no further nominations, Lt. Finkelstein was unanimously approved as LEPC Vice Chairman.

Financial Report

Mr. Slack presented the report on the fiscal activity for the period ending December 31, 2010.

- \$4,068.80 was received from the HMEP 17th Year Supplemental Training Award. The award requires an LEPC match totaling \$1,017.20.

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On motion of Mr. Passalacqua with a second by Ms. Pavlick the LEPC agrees to accept the award, and provide the matching funds and distribute these funds totaling \$5,086.00 to reimburse The Chagrin/Southeast Council of Governments and the Southwest Emergency Response Team/Hazmat according to their submitted requests.

- The \$4,068.80 received from the HMEP Supplemental Training Award was \$655.36 less than the amount requested by the LEPC. On motion of Mr. Passalacqua with a second by Mr. Lustig the LEPC agrees to pay the difference in the amount of \$655.36 from the LEPC Discretionary Fund and reimburse The Chagrin/Southeast Council of Governments and the Southwest Emergency Response Team/Hazmat according to their submitted requests.
- \$25,915.00 from the HMEP 17th Year Planning Award was transferred to EMA and the balance of the LEPC Discretionary Fund was adjusted.
- 2010 SERC Conference Expenses in the amount of \$597.96 and the EOC Large Format Printer/Plotter funds totaling \$7,500.00 was transferred to the EMA General fund per previous LEPC resolution.
- Current LEPC balance is \$381,675.58
- Mr. Snack reported that the State had communicated that they had approved all thirteen EHS inspection applications submitted under the “HMEP 17th Year Special Inspection Project” reimbursement program. The amount being awarded is \$3,120.00. The LEPC has previously agreed to pay the required 20% match which is \$780.00. Mr. Snack stated that this past year’s inspections were all within the city of Cleveland. He explained that this year we are looking to extend the program to other areas of the county. Mr. Snack reported that he has had conversations with OEPA regarding the 2011 Inspection Program but as of this time the State has not provided any grant guidance on the 2011 program.

There being no questions, Lt. Finkelstein moved to receive and file the Financial Report and the motion was seconded by Mr. Gahr and approved.

Public Information Requests

Ms. Phifer reported that there had been 36 information requests since the last LEPC meeting and that the total requests for the year is 176.

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New Staff Member

Mr. Snack introduced Wade Cole, a new employee at Emergency Management/Hazmat. Mr. Cole is the new Environmental Specialist.

Management Subcommittee

Chief Sloan reported that due to the changes in County administration the request for prosecutorial representation for the LEPC is on hold. Chief Sloan stated that he would be sending an email to Hugh Shannon that Mr. Shannon would forward on, stating the urgency for this representation. While membership issues as well as the pending revision of the agreement between the LEPC and the County are important, should there be an event such as a major spill, representation would be needed quickly and someone would need to be on-board and up to speed with the LEPC.

Chief Sloan reported that Population Protection Program (Phase 2) will have a pre-plan/organizational meeting on Friday January 14th. He stated that this program will be primarily driven by the LEPC. Lt. Finkelstein will chair this committee and Bill Belardo from Emergency Management will also be involved in this process. At this point it was felt that the RFP that we currently have could be reworked and put out for bid.

Facilities Security and Accident Prevention Subcommittee

Mr. Mausser reported that the Combustible Dust Seminar will be presented on February 9th at the The Northeast Ohio Regional Sewer District in conjunction with OSHA Cleveland Area Office from 9:00am – 3:00pm.

As refreshments and lunch will be provided and purchased by Mr. Mausser, a motion was made by Mr. Lustig and seconded by Mr. Passalacqua to reimburse Mr. Mausser in an amount not to exceed \$2,500.00 for providing refreshments for the LEPC Seminar. This resolution was unanimously approved.

Transportation Subcommittee

Mr. Lustig reported that we are still on hold with the Norfolk and CSX right-of-way tours. Mr. Lustig and Mr. Gahr relayed some information on recent rail incidents in the area. There was discussion on some recent incidents regarding “meth labs” and “mobile meth labs”. There was some discussion regarding the possibility of sponsoring Meth-Lab Response training in conjunction with Law Enforcement.

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Spills Subcommittee

Mr. Foley reported that the Spill's Committee met just prior to this meeting. Spills that had occurred since the last meeting were reviewed. County staff will be following-up on two of the reports.

The committee discussed county-wide response to Compact Fluorescent Lamp (CFL) incidents. Mr. Foley reported that the OEPA no longer responds to these incidents. Mr. Foley suggested that this committee look into drafting some county-wide procedures to CFL incidents.

Emergency Preparedness and Response

Lt. Finkelstein reported Chief Vedder's Ohio HazMat Teams Conference was a very successful event. It was very well attended and the speakers that were brought in from within this area and also from outside this area were very knowledgeable and informative. Lt. Finkelstein conveyed Chief Vedder's thanks to EMA staff for their assistance in the registration process. He also wished to thank the LEPC for their continued support of this Conference. Lt Finkelstein also reported that work is beginning on the 2011 HazMat Exercise. The location will be in Strongsville and the organizational meeting will be held soon. The exercise is planned for May and Lt. Finkelstein stated that more details will be available at the next LEPC meeting.

Tier II Submissions

Ms. Phifer reported that she had no report at this time. The Tier II submissions will begin to arrive and the deadline is March 01, 2011.

Other Business

LEPC Website

Mr. Snack reported that the LEPC website is in need of an upgrade. With an upgrade LEPC /EMA staff will be able to make additions and revisions directly, and in a timely manner. A basic upgrade would cost approximately \$700.00 and an upgrade with changes to the website design etc. would cost approximately \$900.00. Mr. Snack asked the LEPC if they would fund this upgrade. After some discussion, it was suggested that staff inquire about the possibility of incorporating the capability of registering and paying for LEPC sponsored Seminars via the website. On motion of Mr. Mausser, seconded by Lt. Finkelstein the LEPC agreed to fund this upgrade in an amount not to exceed \$1,000.00. This motion was unanimously approved.

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SARA Plan

Mr. Snack reported that the LEPC/SARA Plan (Version 22) was on the agenda for approval at the February SERC meeting.

SERC

Mr. Passalacqua asked that the LEPC inquire why SERC fees for the transport of Hazardous Materials have increased substantially while the LEPC funding received from the SERC has actually decreased. Mr. Snack stated that he had made inquiries to Ohio EPA regarding these issues and had discussed this with Mr. Passalacqua. The information received was rather vague and uninformative. A letter will be drafted to USDOT asking for an explanation on how these fees are assessed and how the funds are distributed.

There being no further business Chief Sloan adjourned the meeting.

Next meeting will be March 07, 2011 at 1:30pm at NEORS.

The Spills Subcommittee will meet preceding the LEPC meeting at 12:30 pm.