

LOCAL EMERGENCY PLANNING COMMITTEE
March 5, 2007 MEETING MINUTES

Roll Call

- Mr. Kasler, LEPC Information Coordinator, conducted roll call.
- Attendance: Reginald Brown; Brandy Carney; Jim Carrell; Richard Connelly; Alan Finkelstein; Bob Gahr; Scott Glass; Stuart Greenberg; Randy Helmick; Barbara Hermes; Camilla Johnson; Chief Dennis Kancler; Jeff Kasler; Sheldon Lustig; Bob Patton; Jane Pavlick; Brenda Phifer; Steve Regovich; Chief Bryan Sloan; Randy Solganik;

Administrative

Mr. Patton called the meeting to order at 1:30pm. The minutes from January 8, 2007 meeting were revised and approved.

Financial Report

Ms. Johnson provided the Financial report, current as of February 2007. She reviewed the unencumbered funds as of February 2007. Mr. Connelly motioned to receive and file the Financial Report; motion seconded by Ms. Pavlick and approved.

Public Information Requests

Ms. Carney noted 23 public information requests since last meeting. Mr. Finkelstein noted that his department had received suspicious requests and reminded the group to beware of suspicious requests in the future and to always obtain identification from the requesting individual.

Management Subcommittee

Mr. Patton noted two points of interest: 1) final revision of the County-LEPC bylaws; and 2) discussion of formulating a Transportation Committee.

Population Protection RFP

Mr. Patton reported that the Population Protection RFP is nearing completion and that the LEPC may need to allocate money as necessary. Mr. Connelly concurred that the Population Protection issue has been developing for ten years and that it is time for the LEPC to – on some level – offer financial support. Mr. Finkelstein questioned the total cost of the project. Mr. Patton responded with an estimate of \$200-500k.

Chief Sloan suggested the LEPC fund as much as reasonably possible to move the project forward while Chief Kancler agreed with Ms. Rodrigo's previously stated goal of seeking out supplementary funding sources. Mr. Greenberg suggested the project be funded in phases if all the money is not immediately available. Mr. Connelly then advised that the RFP is indeed "phased" and that bids would be broken down into cost per phase (as well as providing a total project cost).

Chief Sloan reiterated the need to move the RFP forward and open it to bids. He offered the idea of waiting until the end of the year in order to fund Phases I and II with 2007 money and the following phases with 2008 money.

Mr. Finkelstein advised that he would prefer a specific dollar amount tied to potential LEPC funding contributions. Mr. Brown asked what would happen if the LEPC commits a specific dollar amount and the project exceeds the ability to pay. Mr. Connelly answered that the LEPC would consider not signing an agreement to partially fund a project that may not be finished.

Mr. Lustig requested clarification on what is specifically being asked of the LEPC, and Mr. Patton responded that the RFP Task Force wants a commitment of "x" amount of dollars for the project. Ms. Pavlick questioned if the LEPC commits \$213k for the project, would any money remain? Mr. Patton advised that the money for 2007 would be gone.

Mr. Helmick suggested putting a percentage and dollar amount cap on any LEPC contribution to the project. Mr. Brown responded that he was not comfortable with assigning a certain percentage or dollar amount or terming any potential LEPC funding as "significant." Mr. Finkelstein noted the need to have money in reserve and expressed hesitancy at committing too much LEPC money for this project. Mr. Mausser motioned to authorize the Management Committee to commit funds of 50% of project cost not to exceed \$200k with final approval from the LEPC needed. The motion was seconded by Mr. Finkelstein and approved.

Facility Security and Accident Prevention Subcommittee

Mr. Greenberg noted that Mr. Mausser now serves as the co-chair along with John Jurcsisn.

Mr. Mausser explained that the last subcommittee meeting focused on possible formulation of a Transportation Committee and asked for clarification on LEPC authority regarding transportation issues. Mr. Lustig explained the extent of LEPC jurisdiction of cargo as follows: if cargo is in transit, the LEPC has no authority. If the cargo is in storage at a facility, then the LEPC may have authority. Chief Sloan, Chief Kancler and Mr. Lustig agreed that there is enough work to justify formulation of a Transportation Committee.

Mr. Mausser targeted Spring 2008 as a likely time for the Committee to hold its next seminar. He advised that the seminar would focus on smaller facilities with frequently used EHS's. Mr. Mausser also discussed the possibility of LEPC participation in on-site visits to various facilities within the County. Mr. Brown noted that Ohio EPA currently visits sites for a "check up" and assessment of compliance.

Spills Subcommittee

Mr. Connelly reported that the Committee compared the spill reports from Ohio EPA with those of the LEPC to determine which companies had not reported to the LEPC. As a result of that meeting, Ms. Carney advised that nineteen letters had been mailed out to non-reporting companies and that six have responded thus far. She added that nine spills had been reported to the LEPC in 2007.

Emergency Preparedness and Response Subcommittee

Mr. Finkelstein noted that Mr. Connelly, Mark Vedder, Andrew Elder, Mr. Kasler and himself held an initial meeting to plan the 2007 Hazmat Exercise. He advised that a specific date and site have not yet been established. Mr. Connelly advised that the Committee had targeted the second week of June for the Exercise.

SARA Plan

Ms. Carney noted that Tier II submissions are currently being received by the County, many in hard copy format. Mr. Connelly suggested mailing a letter to all facilities advising each to electronically submit information. Mr. Patton suggested applying an administrative fee for all paper-based submissions.

Other Business

Mr. Kasler advised that the LEPC website is being revised and updated. He asked the entire group to submit ideas and requests for revision.

Mr. Kasler noted that the Ohio BWC Safety Expo would be held on Wednesday March 21st. He reported that Mr. Connelly and Mr. Finkelstein would present on behalf of the LEPC, focusing on emergency preparedness and then fielding questions from the audience.

Mr. Kasler reported that Ms. Carney, Ms. Phifer, Mr. Finkelstein and himself would be meeting within the week to discuss date entry for Tier II submissions with a particular emphasis on CAMEO.

Chief Sloan advised that the agreement between Tri-C and Cuyahoga County to house a future EOC is still in place.

Mr. Brown reported that he met with the Fire Chief's Association on January 25th to discuss spill reporting. He further noted his membership on the Area Contingency Plan Committee – a body focusing on coastal emergency plans – and suggested the LEPC reach out to Nicole Starr of the Coast Guard to inquire about membership.

Mr. Lustig reported that Beaver City, Pennsylvania may have a presentation ready for the LEPC in the near future.

Mr. Gahr offered a presentation on Highway Safety. His presentation concluded the meeting.

Next Meeting

Ms. Rodrigo will report on the GIS project with Mr. Meaney and also bring copies of the County-LEPC bylaws. Ms. Carney will report on the possibility of charging an administrative fee to companies that submit paper-based Tier II information. And Mr. Kasler will bring appropriate resolutions.

Next meeting set for May 7, 2007 at 1:30pm