



**CUYAHOGA COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
SEPTEMBER 17, 2012 MEETING MINUTES**

Roll Call

Chief Sloan conducted roll call.

Attendance: Brian Athey, (Jim Armstrong*), Bill Belardo, Captain Mike Dziak*, Frank Foley*, Bob Gahr*, Barbara Hermes*, Sheldon Lustig*, Herb Mausser*, Cheryl May, Walter Topp (Brandy Carney*), Tony Passalacqua*, Mary Jane Pavlick*, Chief Sloan*, Jessica Tischler*

*** - LEPC Member**

Guests: Dick Kotapish (Lake Co. GIS Department)
Ed Earley (Savage Services)
Sharon Nicastro (Citizen Corp)

Administrative

Chief Sloan began with the Financial Report since there was not a quorum at the start of meeting.

Minutes

Motion to approve minutes made by Sheldon Lustig; second by Mary Jane Pavlick. Meeting minutes approved.

Financial Report

Nancy Veley presented the report on the fiscal activity for the period ending August 31, 2012. There was a transfer of \$8,000 from LEPC funds to the Cuyahoga County Office of Emergency Management for GIS services from the Planning Commission. The LEPC received \$2.10 for a public information request. Current balance is \$302,125.71. Motion to accept Financial Report made by Bob Gahr; second by Barbara Hermes.

Nancy broke down HMEP 19th Year Grant funds for planning and training and discussed how SERC funds are being expended.

Motion to approve reimbursements for HMEP 19th Year Training Grant made by Tony Passalacqua; second by Bob Gahr.

Motion to approve transfer of SERC FY 2012 Grant funds to the Cuyahoga County Office of Emergency Management made by Herb Mausser; second by Mary Jane Pavlick.



**CUYAHOGA COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
SEPTEMBER 17, 2012 MEETING MINUTES**

Public Information Requests

Mrs. Phifer reported that there were 3 Information Requests since the last meeting, totaling 66 for the year.

Tier II Reports: Mrs. Phifer

Brenda Phifer reported 259 EHS facilities filed for CY 2011 SARA Plan, which is due to the State on October 17th.

Management Subcommittee

Management Subcommittee met at Strongsville FD on Aug. 30th to discuss the GIS Regional COP (Common Operating Picture) website and Knowledge Centers' mapping component. The LEPC had passed a resolution to fund COP website for up to \$40,000 and the Management Subcommittee sought to ensure Knowledge Center did not possess same features/functionality as this site. Dick Kotapish discussed key features the GIS COP website will have that Knowledge Center lacks:

- COP site will have a public view. Evacuation routes, detours, plume models etc. will be available for public view during an incident. Knowledge Center is for IC's and Emergency Management Officials only as a secure site for response.
- Knowledge Center is a secure site for Emergency Managers and was purchased mainly as an incident management tool for resource tracking, document management and damage assessments.
- Multiple counties have a COP, making this a regional mapping tool.
- The regional COP is planned to be migrated to be uploaded to handheld devices.
- COP site will have drawing tools and widgets (Apps), which are imperative for plume modeling, displaying evac routes, displaying radii etc to enhance situational awareness. Knowledge Center's mapping software does not have this capability.
- The COP website will have a variety of widgets for first responders such as: Streetview, Closest Hospitals, Shortest Route, ERG, Bomb Threat, Weather Info, Stream Gauges, USNG, ODOT Cams, and Newsfeeds etc.
- It was determined by the LEPC Management Subcommittee that the COP GIS website is a worthy endeavor considering Knowledge Centers far less functioning mapping component and its' lack of public access.

Facilities Security and Accident Prevention Subcommittee

Mr. Mausser encouraged meeting members to stay after main LEPC meeting to discuss potential workshop/seminar ideas for early 2013.



**CUYAHOGA COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
SEPTEMBER 17, 2012 MEETING MINUTES**

Transportation Subcommittee

Mr. Gahr discussed the LEPC Conference that took place at the Ohio State Fire Academy. He commended Mr. Lustig for a stellar presentation performance given at the conference. Mr. Lustig discussed the presentation he gave and showed a few pictures from slideshow to committee members.

Mr. Lustig discussed the tour he and Bill received of Norfolk Southern's Rockport Yard in Cleveland.

Spills Subcommittee

Mr. Foley discussed the Spills that have occurred since the last meeting. Mr. Belardo will send out 30-Day Follow-Up letters to two spillers who are not in compliance. There were also two other spillers who have not sent in reports since the July meeting. If reports are not received by November meeting, enforcement actions may be pursued. The Spills Matrix will be reviewed and updated.

Emergency Preparedness and Response

No report.

New Business

Discussion ensued on the LEPC Bylaws. Mr. Belardo projected the Bylaws on screen in order for the committee to discuss. The main issues discussed were reimbursement, Sunshine Laws and Executive Session policies. Mr. Belardo will make appropriate changes that were discussed at the meeting and will disseminate to LEPC via email for one last review before finalizing.

A motion was made to accept LEPC Bylaws as amended made by Sheldon Lustig; seconded by Mary Jane Pavlick.

Next meeting will be November 5th, 2012 at 1:30pm at the Northeast Ohio Regional Sewer District.
The Spills Subcommittee will meet preceding the LEPC meeting at 12:30 pm.