

**LOCAL EMERGENCY PLANNING COMMITTEE
MAY 19, 2008 MEETING MINUTES**

Roll Call

- Mrs. Carney conducted roll call.

Attendance: Bill Belardo; Brandy Carney*; Alan Finkelstein*; Frank Foley*; Tom Ford*, Bob Gahr*; Stu Greenberg*; Felicia Harrison; Randy Helmick*; Barbara Hermes*; Gary Holland*; Colin Johnson*; John Jurcsisn*; Chief Dennis Kancler*; Sheldon Lustig*; Bob Patton*; Mary Jane Pavlick*; Brenda Phifer*; Melissa Rodrigo*; Captain Mark Scott*; Chief David Simon*; Jody Thompson; Rick Whitehead

* - LEPC member

Administrative

Mr. Patton called the meeting to order at 1:30 PM.

The minutes from the March 3, 2008 meeting were approved by a motion of Mr. Lustig and seconded by Mr. Gahr.

Mrs. Rodrigo introduced Jodi Thompson, the new Program Officer 4 for Cuyahoga County EMA

Mrs. Rodrigo stated she wanted to streamline hazmat reports through a web-based approach. Ms. Thompson will help implement this project.

Financial Report

Ms. Carney and Ms. Harrison provided the Financial Report. No adjustments were made since the last meeting. Mrs. Carney mentioned the HazMat IQ class has not been paid for yet. Mrs. Harrison mentioned that two items are pending on the Financial Report. Mr. Finkelstein motioned to receive and file the Financial Report; motion seconded by Chief Kancler and approved.

For fiscal purposes, Mrs. Rodrigo stated she would be requesting LEPC reimbursement earlier than usual this year at the next meeting.

Public Information Requests

Mr. Belardo reported 28 public information requests since the last meeting, totaling 51 for 2008.

Mr. Greenberg stated that the County Prosecutor's Office could not release a list of EHS facility information. Mr. Greenberg recommended having County Prosecutor (Tim Collin) inform the LEPC on why EHS facilities are not public knowledge under EPCRA, mentioning that there are inconsistencies between EPCRA state and federal laws.

Mrs. Carney stated that a student from Kent State wanted a list of EHS Facilities for a green space project, but Prosecutor's Office could not provide this information due to legal issues.

Management Subcommittee

Mrs. Carney mentioned the 20 different people who the Management Subcommittee decided would receive the new OREIS software. Mrs. Carney mentioned she would like to have OREIS Software on County computers before distribution to see how it performs. There is a security issue with registering OREIS on the County's proxy server. County IT people are currently working on this problem.

Mr. Greenberg mentioned that the GPC contractor reviewed Phase I of the Population Protection RFP in order to identify any gaps or overlaps. The contractor submitted a draft report for approval to the Population Protection Task Force. After reviewing the draft report of GPC's Phase I, the Population Protection Task Force concluded that it was not sufficient. Revisions were made by the Population Protection Task Force and were sent back per their request. GPC is in the process of creating a revised report with the Population Protection Task Force's revisions. The Population Protection Task Force will comment when it is completed.

Mr. Patton mentioned status of the Population Protection Task Force is in limbo because of the way the resolution was written. A resolution was drafted to reestablish the task force in order to perform specific duties for the RFP. Mrs. Pavlick motioned to accept resolution for reinstatement of Population Protection Task Force, motion seconded by Mrs. Hermes and approved.

Facilities Safety and Security Subcommittee

Mr. Jurcsisn reported that on Wed. May 28, the committee is going to meet at the NEORS to review their mission statement and also look at the Winter 2009 workshop agenda. Meeting will be held from 3:00 pm to 4:30 pm.

Transportation Subcommittee

Mr. Lustig reported that the committee held their recent meeting at the Lake County EMA, and received a tour of the facility. Chief Mlachak and Dir. Greene

gave a presentation on the CSX derailment that occurred on October 10, 2007 in Painesville, OH. Mr. Lustig mentioned that one problem during the response was the absence of an access road to get to the incident. Incident occurred just east of Lubrizol chemical facility. Mr. Lustig acknowledged that communications were good with CSX throughout the response, but this was 8th incident CSX has had this year. Other issues that arose during the incident include: Communication with law enforcement was difficult for evacuation, the Incident Command Post was a 25-30 minute drive from scene, identifying people in hot zone was a problem, incident did not receive adequate media coverage due to a school shooting in Cleveland. Mr. Gahr mentioned that Chief Mlachak discussed how not setting up unified command right away was a mistake. Mr. Lustig noted this was a great learning experience because nobody was hurt or injured during the response.

Ms. Rodrigo stated that the Lake County EOC established a phone bank, which received numerous calls from residents about when they could return to their homes. Incident Command did not relay information to EMA to distribute to the public. Mrs. Rodrigo mentioned that EMA, and the EOC, need to be a part of the Incident Command structure.

A question was raised regarding the use of armbands in the hot zone if a similar situation were to occur in Cuyahoga County. Necessary qualifications are needed in order to obtain armband during incident. There was a consensus that the armbands should be red.

Spills Subcommittee

Mr. Finkelstein reported that the committee agreed on an enforcement action to be imposed on Atlantic Aviation. Atlantic Aviation spilled over 150 gallons of jet-A fuel at the Cuyahoga County Airport and failed to report the spill to the Richmond Heights Fire Department. Also, Atlantic Aviation did not report the spill to the County until five weeks after the incident occurred.

Mr. Finkelstein noted that the tabletop exercise was a huge success. Mrs. Carney noted that special thank you letters would be sent out to respective participants in the exercise for their contributions. On a motion of Mr. Finkelstein, seconded by Mr. Jurcsisn, a blanket resolution was passed thanking all participants on the Exercise Design Committee as well as the Exercise Evaluators.

Ms. Rodrigo stated that the tabletop was one of the best she has been to in the area.

Compliance and Tier II Submissions

Ms. Phifer stated that 643 Tier II inventories have been entered into Access/Cameo and 35 First-time Filer Letters have been sent out. 2 new FTFs have been sent to the State.

Discussion ensued regarding Tier II electronic vs. paper filings, and the possibility of endorsing strictly electronic filing. The question was asked if the City of Cleveland report includes the identical information that is asked by both the state and the County. Ms. Carney will look into the preferred method by the City of Cleveland. The Emergency Preparedness and Response Subcommittee will take up the issue.

Other Business

Ms. Pavlick motioned for acceptance of Mr. Foley as an official member of the LEPC, motion seconded by Mr. Johnson and approved.

Mr. Patton motioned for the acceptance of Mr. Holland as an official member of the LEPC, motion seconded by Mr. Jurcsisn and approved.

Mr. Finkelstein motioned for the acceptance of Mrs. Carney as an official member of the LEPC, motion seconded by Mr. Foley and approved.

Chief Kancler motioned for the acceptance of a Red Cross Representative as an official member of the LEPC, motion seconded by Ms. Rodrigo and approved. The ARC rep will be co-included in an already filled LEPC membership slot. A letter asking the official appointment for membership to the LEPC will be sent to the American Red Cross.

Mr. Finkelstein requested, on behalf of Chief Vedder, that an additional Hazmat IQ course be made available on the day prior to the annual Hazmat Conference in Solon. Mr. Finkelstein motioned for the approval of up to \$5,000 for funding for the one-day HazMat IQ course, motion seconded by Mr. Gahr and approved. The committee added that non-Cuyahoga County first responders who register for the course must pay for it on their own.

Regarding the Population Protection Project funding, Mr. Greenberg reported that Ms. Rodrigo had *asked* the CAT committee for the full cost of Phase 3 and 4. Additional sources need to be pursued, although, including private and EHS facilities. Discussion regarding a new committee to take up the issue followed, with Mr. Jurcsisn and Mr. Helmick as possible co-chairs, and Ms. Rodrigo and Ms. Carney included on the Committee.

Mr. Gahr stated that he would like to see a single location within the County EMA office to hold LEPC archive records such as old news articles, etc.

Mr. Jurcsisn reported that the Clorox facility would be closing June 30, 2008. Clorox is working to donate their safety equipment to the City of Cleveland's HazMat Unit.

Mr. Patton adjourned the meeting.
Next meeting set for July 7, 2008 at 1:30pm at NEORS.