

**CUYAHOGA COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE  
SEPTEMBER 12, 2011 MEETING MINUTES**

**Roll Call**

Lt. Alan Finkelstein conducted roll call.

**Attendance:** Jim Armstrong (Colin Johnson\*), Bill Belardo, Brandy Carney\*, Wentworth Clapham\*, Alan Finkelstein\*, Frank Foley\*, Stuart Greenberg\*, Randy Helmick\*, Barbara Hermes\*, John Jurcsisn\*, Sheldon Lustig\*, Herb Mausser\*, Tony Passalacqua\*, Brenda Phifer, Mary Jane Pavlick\*, Nancy Veley

\* - LEPC Member

**Guests:** Mark Vedder/Solon Fire Department  
Tom Steib/Elco Corporation  
Jay Finegan/Goodrich Landing Corporation  
Vikki Bunting/Ohio EMA

**Administrative**

Lt. Finkelstein called the meeting to order at 1:30 PM. Mrs. Carney mentioned that Chief Kostura from Orange Village PD is new member representing Law Enforcement but he is unable to attend meeting.

**Minutes**

The May meeting minutes were accepted and approved by Mr. Herb Mausser and second by Mr. Bob Gahr.

**Financial Report**

Ms. Veley presented the report on the fiscal activity for the period ending August 2011.

The changes since the last report, is that they deposited the monies from the Combustible Dust Seminar registration fees which was \$1,365. She also stated that the order has been placed for the Fire Departments equipment that was ordered. Mrs. Carney explained they used the money they received from the inspection program that we worked with the City of Cleveland Fire Department. The current LEPC balance is \$375,403.31

A Motion to accept the financial report was made by Ms. Pavlick and second by Mr. Mausser.

**Public Information Requests**

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Ms. Phifer reported that there had been 6 information requests since the last LEPC meeting.

**Management Subcommittee**

Chief Sloan stated that there were cuts in Justice Affairs/ EMA staffing, John Snack and Wade Cole were cut from the EMA budget. Ms. Carney will be our Information Coordinator and Ms. Phifer will be our Secretary.

Chief Sloan also stated that he as well as Mrs. Carney met with Mr. Colon and the priorities they voiced to Mr. Colon are in support to our activities with the Population Protection Plan, exercises and an EOC.

Ms. Harris discussed the money that needs to be transferred from LEPC to the County; the amount that is requested is the money the LEPC received from SERC which was \$121,418. Mrs. Carney stated that there is 2 different grants we receive for the LEPC administration, personnel and EMA office. The HMEP Grant which is USDOT Grant which is a Federal Grant and SERC Grant (State Emergency Response Commission). The HMEP Grant can only be used for training we request or planning purposes. The SERC Grant can be used for rent, personnel or equipment for the HazMat Teams if a special request is made for it. Therefore, \$65,000 will be used for salaries and \$60,000 will be used for equipment (Mass Decon Tents) for the 4 HazMat teams.

**Facilities Security and Accident Prevention Subcommittee**

No report

**Transportation Subcommittee**

No Report.

**Spills Subcommittee**

Mr. Foley reported that they had 4 follow-up letters that County staff will send out to facilities that had spills that occurred since their last meeting. He also stated that the committee will continue to work to develop some type of response protocol for breakage of compact fluorescent light bulbs and putting together a reminder notice that can be posted in Fire Stations and Industrial facilities reminding people when to report a spill.

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**Emergency Preparedness and Response**

Mr. Finkelstein spoke about the UASI/LEPC full-scale exercise which is May 15<sup>th</sup> at the Strongsville Mall. He also stated that Mark Vedder will be having the HazMat Conference in Solon the 1<sup>st</sup> weekend in November.

Mr. Finkelstein spoke about the Population Protection Plan stating the 1<sup>st</sup> phase is completed and approved by the commissioners on April 26<sup>th</sup>. March 2012 is the finishing date.

**Tier II Submissions**

Tier II's have been submitted and entered in database. 126 out of 256 non-compliance facilities have reported.

**Other Business**

**HMEP Training**

Mrs. Carney stated that we received approval for trainings through HMEP Grant. The deadlines for the trainings are September 30<sup>th</sup>.

**LEPC Website Upgrade**

Chief Sloan stated that there is some reformulation of all the counties websites. We approved to move with something that is upgradable by staff and to change the face of the LEPC website.

**USDOT Letter**

No report

**Bylaws Agreement**

Chief Sloan stated that everyone received a draft of the agreement; we were not going into a long discussion. If you have questions or comments please e-mail the Management Committee.

On a motion by Mrs. Pavlick and seconded by Mr. Solganik the Bylaws were approved.

**SERC Conference**

The SERC Conference is August 10&11<sup>th</sup>. LEPC will cover the cost for the hotel. Mr. Finklestein will be doing a presentation.

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**HMEP Conference**

Mrs. Carney stated that there have been a lot of changes in the HMEP Program. They had a weeklong conference in Arizona, Grant Administrator Katherine Nelson from the State attended the conference and told Mrs. Carney she will let her know about any changes.

**Web EOC**

Mrs. Carney stated that Web EOC is a resource tracking Emergency Management software used within the EOC. EMA was going to purchase the "Web EOC Professional" which interfaces with the State, but has since ceased with this endeavor. Mrs. Carney had asked the LEPC to help with funding for the mapping portion; between \$40,000- \$70,000. If pursued, funding would come from Discretionary (\$35,000) and Spills & Fines (\$35,000) funds. Mr. Finklestein made a motion and Mr. Helmick seconded in the event the software were to be purchased.

Mr. Belardo explained more about the program.

There being no further business Chief Sloan adjourned the meeting.

**Next meeting will be September 12, 2011 at 1:30pm at NEORS.**

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