



Iron County Emergency Management

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LEPC MINUTES

May 20th, 2015

12:00 p.m.

WELCOME AND INTRODUCTIONS:

Meeting opened at 12:02 pm on May 20th, 2015

John Higley welcomed everyone out to LEPC and excused Jody Edwards from attendance.

BUSINESS:

Review of March 18th, 2015 Minutes done individually

Motion to accept by: Darin Adams, CCPD

Seconded by: Chief Rick Brown, SUUPD

NO OPPOSED

Reports:

- ❖ Elected State & Local Officials: No Reports
- ❖ EMS: Not present
- ❖ Fire: No Reports
- ❖ Other Health Officials: VVMC = No Reports
- ❖ Emergency Management: John attended the "Shake Out" as SUU, which was their third annual event. At this "Shake Out" the school evacuated 3 buildings as they evacuated the students came across various problems that made them find alternate evacuation routes as well as having to deal with the issues as hand. SUU had an action report and an improvement meeting after the event, which were posted on the web EOC, so if you would like to look at that documentation you are welcome to.
- ❖ Community Groups: Our Ham Radios did a roll-call the day of the "Shake Out" at one of the rally stations, which went well. Debra Frank spoke a little about the Rainbow Canyon's Amateur Radio Club, which is our local amateur radio club, that have an emergency communications group that are now starting to do training drills. The key is to be able to communicate from different parts of the community. The group is working with Jody Johnson to get ham radio operators volunteering in the hospitals.
- ❖ Owners/Operators of Covered Facilities (Tier II): No Reports
- ❖ Kern River Gas: No Reports
- ❖ Paiute Tribe: No Reports
- ❖ Law Enforcement: No Reports
- ❖ SWUPHD: The Public Health Department also did the "Shake Out", which went very well. A lot of loud speakers set up to make earthquake and shaking noises worked well.

Reports: (cont.)

- ❖ SUU: No Reports
- ❖ Questa: Not present
- ❖ Transportation: No Reports
- ❖ State DEM: Scott made a report from the State Division of Emergency Management that the “Shake Out” went really well. We had 960 +k people sign up. Of course next year we want to shoot for the million mark. We do rank at the top with FEMA in our Region A as far as participation for population versus the participants, which is good for Utah. All these kinds of things help us when grants come. So it is important for us to show how active we are in emergency management in exercises, planning’s, and trainings.

Now that we have moved off of the “Shake Out”, we have moved into our spring with working with our forestry and fire departments of state lands to prepare for the summer, because the State of Emergency Management division is the connection between those agencies and state resources.

Scott would also like to take a minute to thank John for all the work that he does as far as preparing for exercises and all the trainings that he plans and documents. He puts in a lot of time and hard work to do all that is required for the grants available to us. In my region of 5 counties, Iron County has one of the highest participation rates.
- ❖ American Red Cross: No Reports
- ❖ Environmental Groups: No Reports
- ❖ Media: Not present

John took a second to introduce his wife Pat Higley in attendance today!

PRESENTATION: Time turned over at 12:13

John Higley, Iron County Emergency Management Coordinator: The presentation today is pretty much for me, however, should any of you glean any information from it that’s wonderful. I have a goal in mind, and that is as you watch the presentation, if something comes to mind or you see something that you want to participate in, please let me know. We only progress if we are all somewhat actively involved. I as well as the Emergency Managers for your communities cannot do it all, so should you desire to be a participant in any of the committees or any function of the LEPC I would love to know about it.

First of all I would like you to ask yourselves, “why are you here?” It is probably due to your dedication to your community and/or assignment. Whether the reason we are glad you are here.

I would like to talk a little about the history and background of the LEPC. It started back in 1984 in Bhopal India where Union Carbide had a plant. On the night of December 2, 1984 they had a pesticide leak where through the night where the cyanide component when through all the shanti towns there and killing 20k-30k people and injuring a half a million more. This has been known to be the worst industrial accident the world has ever known. In 1986, The Congress enacted the Emergency, Planning and Community Right to know Act (EPCRA), which started the ball rolling for LEPC’s. In 1987, Utah commissioned the Hazardous Chemical Emergency Response Commission, which led to the State Emergency Response Commission then leading to LEPC. The goal of the LEPC and all of these commissions is to help get information out as well as provide a resource for planning of disasters, the exercising of those disasters and training of those emergencies and disasters and so forth. So that is kind of where it all began.

PRESENTATION: *(cont.)*

There is a mission for the LEPC and that mission happens to be the forming of partnerships between state and local governments as well as industries involved with hazardous materials, businesses, community interest groups, etc. The State of Utah looks at LEPC as an all hazards approach.

One of the things the LEPC is supposed to do is to take an analysis of the hazards within its community. This could be Cedar City doing it for Cedar City, Enoch doing it for Enoch, or Iron County doing it for the entire county including the unincorporated portions. When we all look at these hazards we decide what kind of incidents could we have in our community. Once we have done this we start looking at our emergency operations plans to see whether or not these plans include those types of incidents. Each industry that is involved with hazardous materials has to have their own EOP and is required to report to their local jurisdictions. Chief Phillips and I get copies of those Tier II reports. After reviewing these reports we then assess our capabilities here to see whether or not we have the resources necessary to handle the types of incidents that are possibilities in our area. We look at all local, state and national resources that are available as well as make sure that they are all in place. We also look into what kind of trainings are happening and exercising these plans to make sure they are functional.

As we look at the duties of the LEPC, one of them is to serve as the focal point for information gathering and dissemination of same. It gives us a place to discuss what is going on, what hazards we face, what our plans are like, and what improvements can be made in our plans. Our primary responsibilities are to review EOP's annually, receive reports which the Grama Act requires that we have available, become informed, monitor, become a community advocate and be an informer.

Let's talk about our structure and the membership. The law requires that we have a minimum amount of required members that have to be part of LEPC, which are as follows.

- ✓ Elected State & Local Officials
- ✓ Emergency Medical Personnel
- ✓ Fire Departments
- ✓ Health Officials
- ✓ Emergency Management
- ✓ Law Enforcement
- ✓ Transportation/Road Departments
- ✓ Hospital Personnel
- ✓ The Tier II report requiring companies

We are going rather well with who is in attendance with what is required and in addition to that we have some community groups and have invited local environmental groups as well as the media. We then have the "Organization" and the "LEPC", to which an individual comes to represent the organization at the LEPC in hopes that they take back the information presented at LEPC back to their organization.

Let's look at community groups for a minute; I would like to focus on one group known at the Citizen Corps. Normally what comes to mind when speaking of the Citizen Corps are the "Pillar Programs", which we know them to be 5 programs.

PRESENTATION: *(cont.)*

Those are:

- Community Emergency Response Team (CERT)
- Volunteers in Police Services (VIPS)
- Medical Reserve Corps (MRC)
- Fire Corps
- Neighborhood Watch

All of these make up the pillar programs of the Citizen Corps, however, they only fill one seat of the council. Some of the other organizations we need to look at to fill the vacant seats at the Citizen Corps table are:

- Emergency Responders
- Government Leaders
- Schools
- Volunteers organized and acting in disasters (VOAD)
- Businesses
- Neighborhood Groups
- Demographic Representatives

Now we need to look at some of the appointments for LEPC. There are two required by law (Emergency Planning and Community Right to Know Act/EPCRA), which are a Chairperson and Information Coordinator. It's a good idea to have a Vice-Chairperson should the Chairperson be unable to attend, Secretary, and Treasurer. The reason I bring this up is that we need to take a better look at that.

Subcommittees could be based on essentially our goals of our LEPC, some of our topics that we want to have addressed here, the expertise of the group; and assignments could be reviewing the existing emergency plans we've talked about. Are we doing that? NOT REALLY! We are looking at the plan of Iron County as well as other organizations that are reviewing their plans, but as an LEPC we haven't addressed that. That is something that we really need to do. Another thing we need to do is look at our equipment assessment and our capabilities. By the end of June I should have a pretty good count of what we have as assets as a county. Once this information is complete I will share with the whole LEPC.

Another thing would be identifying financial resources. We have 1 resource right now which is our SHSP Grant which is approximately \$9,000.00 a year. We fund everything possible through this grant. We need to look at other resources should we want to expand what we are doing here, in other words coordinating with other organizations.

Next is "hazard analysis". Now I'm new here so you need to tell me whether or not you have had an LEPC meeting specifically talking about the hazards in our community. The nodding confirms that we have, but I would like to have more discussions.

How about providing and managing public information. How often do you read about these meetings and/or any hazards having occurred in the newspaper or heard on TV/Radio? We need a lot of work in this area. In addition to this we haven't really done much in regards to providing information of facilities. My goal here is to establish a list of all Emergency Management Coordinators for all business in our community so as to be able to provide them information. As we do this and get better at promoting public awareness of the EPCRA, community chemical hazards and emergency response, then we will be a functioning LEPC.

PRESENTATION: (cont.)

Back to subcommittees. There is a...

- Planning, Training & Exercise Subcommittee - *Unfortunately has not been functioning for the past 7 months and my goal is to get this back up and functioning.*
- Public Information Subcommittee - *We need to look at this as far as getting the information out to the public, and how do we do that.*
- Executive Subcommittee – *To handle all the executive things that happen here.*
- Resource Development Subcommittee – *To find out what resources we need and what we need to do to go about getting them.*
- Emergency Response Subcommittee
- Business Community Outreach Subcommittee – *To go out and invite more businesses and industries into the LEPC.*

(BY-LAWS): The By-laws are required by law. Review the EPCRA Act #301. There are a couple things I would like you to look at. On page 1 at Article II we show as membership of our organization a Chair, Vice Chair, Secretary and Voting Members. What is missing? The Information Coordinator. The one required by law to have. It is recommended that we amend to add this. Additionally, I have not been able to find a signed copy of the by-laws saying that they have ever been approved.

Closed Lecture: 12:34

NEW BUSINESS:

❖ By-Laws Amendments:

- John would like to propose that the by-laws be amended at Article II between Vice-Chair and Secretary, “Information Coordinator” be added to comply with the law.
- John would also like to propose, to go along with the above, that “The Information Coordinator shall be responsible for processing requests from the public for information under Section 324, including Tier II information under Section 312 of the EPCRA”, assist other committee members as needed, and may hold other positions in the LEPC” be added after duties of the Vice-Chair in Article III, Section 3/Duties of the officers.

Motion to accept proposals: Debra Frank, CERT/MRC

Seconded by: Steven Rossberg, SWUPHD

NO OPPOSED

❖ Appointment Corrections:

- John would like to propose as the closing business for today, that we elect a Vice-Chairperson and an Information Coordinator, as well as approve the adoption of the By-Laws. (***NOTE: Jody Edwards is still our standing Chairperson and will remain as such until he decides otherwise or until we have to move forward with other things***)

Vice Chairperson: Rob Dotson, Enoch City

Nominated by: Chief Mike Phillips, CCFD

Seconded: Rick Brown, SUUPD

❖ Appointment Corrections: *(cont.)*

Information Coordinator: John Higley, Iron County Emergency Management

Nominated by: Cambree Johnson, SWUPHD

Seconded: Dave Heaton, SWUPHD

NO OPPOSED

By-Laws Adoption:

Motion to accept: Reed Erikson, Iron County Planner

Seconded: Fred Rowley, Cedar City/ICSD

NO OPPOSED

ANNOUNCEMENTS:

- **Next meeting June 17th, 2015, same time and place**
- Two weeks from tomorrow, on June 4th, 2015 from 9-2, is the regional functional exercise.

CLOSING REMARKS:

Confirmations were made that the EOC will remain in the basement of the Ambulance Building for a minimum of one year, per an agreement between Iron County and Gold Cross Ambulance. We have also discussed the usage of some space at the Southwest Utah Public Health Department building for our EOC. The future space for our EOC will officially be in a new Public Safety building the county is going to build on the open lot between the Sheriff's building and the ambulance building. When this is to be complete is unknown. In addition to this, we have a virtual web EOC site as well as the possibility of 2 more.

****John is required to send everyone 3 things: The EOP, the handbook and the By-Laws.**

NO OTHER REMARKS

Motion to Adjourn at 1:30p

Motion to adjourn by: Steve Platt, Iron County Engineer

Seconded by: John Higley, Iron County Emergency Management