

Sangamon Valley LEPC

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AGENDA

September 18, 2008

8:30 AM

Sangamon County OEM Building

2801 N. Fifth Street

Springfield, IL 62702

Meeting called to order by David Butt, Chairman

Announcement of new name for LEPC and overview of having a dual-county planning district

Acceptance of minutes from last meeting (05/15/2008)

Recognition of LEPC members and visitors

Old Business

Emergency Coordinator's Report on Progress of Site Specific Planning Project

Department of Homeland Security "Chemical Security Assessment Tool"

Tier II Filings Update

Sangamon County – 105 filed to date; 63 EHS and 42 non-EHS

Next Year's Tier II Filings

Sangamon County Natural Hazards Mitigation Plan

Commercial Equipment Direct Assistance Program Training

New Business

Review of Compensation for Emergency Coordinator

FFY 2009 HMEP Grant Application

Meeting dates for next fiscal year (3rd Thursday of odd months, July excluded) 11/20/08,

1/15/09, 3/19/09, 5/21/09 & 9/17/09

Need for Update of LEPC By-Laws

Other Business

Other business old or new

Next meeting: November 20, 2008, at the Office of the State Fire Marshal

Motion to adjourn the formal LEPC meeting

Opportunity for the invited public to review our planning documents and ask questions

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MINUTES OF THE SANGAMON VALLEY LEPC MEETING – September 18, 2008

The Chair, David Butt, called the meeting to order at 8:35 am, at the Sangamon County OEM Training Room, 2801 North Fifth Street, Springfield IL.

Members present included: **Dick Austin**, Springfield Mass Transit District, **Tricia Baker**, Athens Police Department, John Brennan, Memorial Medical Center; David Butt, Sangamon County Office of Emergency Management; Brian Churchill, Springfield Area Mobile Intensive Care; **Alicia Davis**, Menard County Health Department; **Larry Graf**, Menard County EMS; Matt Helms, Springfield Fire Department (retired); **Matt McConkey**, News Radio 1240 WTAX ; Pat Metz, City Water, Light & Power (CWLP); Mike Moos, Sherman EMA; **Billy Ousley**, National Weather Service; Al Pinter, Springfield Police Department; Bill Russell, Sangamon County Rescue Squad; Dale Simpson, Springfield Fire Department; Jim Strutz, ASIS International; Linda Swartz, Sangamon County Department of Public Health; Linda Wheeland, Springfield - Sangamon County Regional Planning Commission; **Ken Yocom**, Petersburg ESDA and Mike Zagotta, SIU School of Medicine.

Visitors present were: Mark Bridges, Springfield Police Department, Linda Carter, Menard County Health Department, Mark Hemp, Springfield Fire Department and Steve Yenchko, SIU School of Medicine.

The Chair opened the meeting by announcing a new name for this LEPC as Sangamon Valley Local Emergency Planning Committee, effective August 1, 2008, and explained that the planning district had been increased to include both Sangamon and Menard Counties. The State Emergency Response Committee (SERC) had asked if this LEPC could share its success at meeting our planning obligation with Menard County and expanding the planning district to encompass both counties was determined to be the most effective way to do this. The SERC increased our Hazardous Materials Emergency Planning (HMEP) grant for the current fiscal year to help us prepare for this added responsibility and will cover cell phone service and a laptop computer.

Approval of the Minutes - Minutes from the LEPC meeting of May 15, 2008, were distributed via e-mail prior to this meeting. A motion was made by Jim Strutz, seconded by Dale Simpson and approved unanimously to accept the minutes from May 15, 2008.

Introductions - Visitors were recognized and self-introductions were made. The 7 persons with their names emboldened, above, were recognized as new members of the LEPC. Larry Graf was presented as the new LEPC Secretary as part of the reorganization and the Chair noted that he felt it was important to have a member from Menard County as an LEPC officer.

Old Business

Emergency Coordinator's Report on the Site Specific Planning Project – Matt Helms reported on his activities since the May meeting. He has completed 5 new plans for AT&T at various locations around Springfield (601 S. Sixth, 2320 W. Monroe, 2501 Hazel Dell, 555 E. Cook and 620 S. Fifth). He also has completed 2 plans for Lincoln Land FS facilities in Menard County (Greenview and Petersburg). Five plans for Lincoln Land FS facilities in Sangamon County have been updated and the plans for 6 general business facilities have also been updated (Prairie Farms, Bunn-O-Matic, Standard Aero, Metal Décor, Coca Cola and Sam's Club).

The Department of Homeland Security "Chemical Security Assessment Tool" – Pat Metz gave an overview of this program for the benefit of new LEPC members. CWLP is proceeding with all of its compliance requirements. A security vulnerability assessment will need to be completed and Pat felt he could share no further information given its sensitive nature. When asked, Mike Zagotta replied that this program did not apply to SIU School of Medicine because it did not possess any of the chemicals of concern in sufficient quantities. John Brennan and Brian Churchill gave a similar reply for both hospitals.

Tier II Filings Update – The Chair provided an update on the Tier II filings. To date, 105 Tier II forms have been filed for facilities within Sangamon County; 63 were designated as EHS and 42 were designated as non-EHS. The SERC has provided information that it has received 16 Tier II forms for facilities within Menard County; 8 were designated as EHS and 8 were designated as non-EHS. Electronic versions of next year's Tier II filings with the SERC will be accessible to LEPCs, but it is likely that fire departments will still work with paper copies for one more year.

Sangamon County Natural Hazards Mitigation Plan – Linda Wheeland reported that the plan has been completed and adopted by 19 municipalities plus unincorporated Sangamon County. It also has received FEMA approval. For the benefit of new members, Linda summarized the basic steps followed in preparing this plan. Communities wishing to apply for federal hazard mitigation grants must have adopted a FEMA approved mitigation plan. Linda recognized a number of our LEPC members for their participation in the planning process. She brought several copies of the plan for other members to review, leaving a copy with the LEPC Secretary.

Commercial Equipment Direct Assistance Program – Mike Moos confirmed that training was completed on June 26-27, for using equipment and software that the village of Sherman received through its CEDAP grant. Matt Helms, Al Pinter and Jim Strutz joined Mike among those who received this training to use the computer, digital camera, GPS device and range finder for hazard and vulnerability analysis. Matt may be able to incorporate this equipment into his site visits for the LEPC.

New Business

FFY 2009 HMEP Grant Application – The Chair reported that the LEPC has filed its HMEP Grant application for next fiscal year ahead of its deadline in 2 weeks. The SERC has authorized our purchase of a laptop computer with remaining funds from the current year's grant and it has been ordered. We are also authorized to pay for cell phone charges in recognition of serving a larger planning district.

Review of Compensation for Emergency Coordinator – The Chair read from a copy of the LEPC’s current contract with Matt Helms to identify how we presently compensate him for the planning project he does for us. Funds to pay Matt come from the HMEP Grant which the SERC has increased for us based on having a larger planning district. Matt has been under-compensated for the volume of work he has provided to us. The Chair believes that we can increase Matt’s compensation to \$200 per completed site visit, \$200 per completed site plan and \$150 for each site plan’s required annual review when facilities are in Sangamon County and that his compensation should be double these amounts when facilities are in Menard County. Mileage reimbursement to Matt can only be at the rate set by the State of Illinois Central Management Services. A motion was made by Brian Churchill and seconded by John Brennan to enter into a contract with Matt for FFY2009 with these levels of compensation. Discussion that followed was all favorable toward the quality of work that Matt was producing for the LEPC. The motion passed unanimously.

Meeting Dates for Next Fiscal Year – A motion was made by Mike Moos and seconded by Pat Metz to hold our next year’s meetings on 11/20/08, 1/15/09, 3/19/09, 5/21/09 and 9/17/09. In discussion that followed, Dale Simpson suggested that one meeting be held in Menard County. The motion passed unanimously and the Chair said that he would work to locate the meetings as recommended.

Need for Update of LEPC By-Laws – The Chair reminded the LEPC that our reorganization will require the rewriting of our By-Laws. He will have this matter on the next meeting’s agenda.

Other Business

IDPH Pandemic Influenza Tabletop Exercise – The Chair recognized 7 LEPC members and one of our visitors for having participated in this 7-hour exercise the day before. The counties of Christian and Logan were also among the 4 which were represented at the exercise. A copy of the exercise’s Situation Manual was available for other LEPC members to review.

USPCA Award – Tricia Baker recognized Bill Russell and canine, Luther, for having the detector dog find of the quarter for the United States Police Canine Association. Bill and Luther discovered a fatality in the debris of a fire at 3501 Wexford, Springfield on May 12, 2008. Tricia was present when the find was made last May.

NWS Data Acquisition – Billy Ousley of the National Weather Service gave a brief overview of weather data available through the NWS and offered to present this topic in greater depth at a future meeting. The LEPC was very receptive to this offer and the Chair will place this on the agenda for our next meeting.

Media Members – The Chair recognized that Matt McConkey and his boss, Michelle Eccles, from News Radio 1240 WTAX had both joined the LEPC with the intention of one or the other attending all of our meetings. Our slot for Media had been vacant for quite some time.

Meeting Closure - The next LEPC meeting is scheduled for 8:30 am, November 20, 2008, at the Office of the State Fire Marshal. There being no further business, a motion was made by Mike Moos, seconded by Dale Simpson and approved unanimously to adjourn the meeting at 9:40 am. LEPC officers remained available until 11:00 for the invited public to review planning documents and ask questions, but no one came during this time.