

# *Sangamon Valley LEPC*

*P.O. Box 2105, 2801 N. Fifth Street  
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(217) 747-5150*

## **AGENDA**

*November 17, 2011  
8:30 AM  
Office of the State Fire Marshal  
1035 Stevenson Drive  
Springfield, IL 62703*

*Meeting called to order by David Butt, Chairman*

*Approval of minutes from last meeting (9/15/2011)*

### *Introductions*

*Recognition of LEPC members and visitors*

### *Old Business*

*Independent Contractor's Report on Progress of Site Specific Planning Project*

*Project Progress*

*Chair's Comments*

*Hazardous Material Emergency Planning (HMEP) Grant*

*FFY2011 (Performance Period Completed)*

*FFY2012 (Current Performance Period)*

### *New Business*

*Scheduled Election for Offices of Chair and Vice Chair*

*Exercises/Training*

*State Level Exercise in progress*

*CWLP Filter Plant Exercise*

*Open Meetings Act Training by Attorney General*

*Community Assessment Tool for Public Health Emergencies*

*Winter Weather Preparedness Week in Illinois*

### *Other Business*

*Other business old or new*

*Next meeting: January 19, 2012*

*Motion to adjourn*

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## **MINUTES OF THE SANGAMON VALLEY LEPC MEETING – November 17, 2011**

**Call to Order** - The Chair, David Butt, called the meeting to order at 8:35 am, at the State Fire Marshal's Office Auditorium, 1035 Aldai Stevenson Drive, Springfield IL 62703.

Members present included: Becky Berberet, Springfield Clinic; John Brennan, Memorial Medical Center; David Butt, Sangamon County Office of Emergency Management; Roger Cruse, Ameren Illinois; Tracy Garrison, Sangamon County GIS; Pat Metz, City Water, Light and Power (CWLP); Louie Rogers, Riverton Area Protection District; Jason Sukut, Menard County EMS; Linda Swartz, Sangamon County Department of Public Health (SCDPH); Rick Weber, Springfield Fire Department (SFD); and Linda Wheeland, Springfield-Sangamon County Regional Planning Commission.

**Approval of the Minutes** - Minutes from the LEPC meeting of September 15, 2011, were distributed via e-mail prior to this meeting. A motion was made by Pat Metz, seconded by Louie Rogers and approved unanimously to accept these minutes.

**Introductions** - Self-introductions were made by the members in attendance. Two visitors were present: Matt Helms, Independent Contractor, and William Harrell, U.S. Department of Homeland Security (USDHS). Mr. Harrell is one of two Chemical Security Inspectors (along with Eric Bornemann) based in southern Illinois for USDHS's Infrastructure Security Compliance Division. Their program relates to the Chemical Security Assessment Tool that Pat Metz first told the LEPC about in 2007, as it pertains to CWLP.

### **Old Business**

Independent Contractor's Report on the Site Specific Planning Project – Matt Helms reported on project progress. He has completed plan updates for 12 plans, made site visits at 9 facilities and completed 9 new plans. The site visits and new plans were for Propane storage. Many years ago, the chief of the New Berlin–Island Grove Fire Department asked Matt to help with planning for a Propane release. Propane is not an Extremely Hazardous Substance (EHS), but is much more volatile than an EHS like Sulfuric Acid in sealed batteries. With the new Federal fiscal year, Matt began writing site specific plans for facilities storing Propane.

The Chair thanked Matt for how he continues to progress our planning project. The many site specific plans that our LEPC has completed gives us credit for our hazardous materials planning obligation with Illinois Emergency Management Agency (IEMA). However, we also have an obligation to be an advisory committee for the hazardous materials provisions of the Emergency Operations Plan (EOP) of both counties we represent. To this end, beginning language for rewriting Section 9 of the Sangamon County EOP was distributed and discussed. The Chair may have Section 9 fully rewritten in accordance with IEMA's Plan Development and Review document for our next meeting. When completed, the language can be used as a template for Menard County to pursue the same task.

Hazardous Materials Emergency Planning (HMEP) Grant – Our FFY2011 performance period ended with September. The Chair told the committee again about the great effort made by IEMA's Kathy Allen to get approval from U.S. Department of Transportation (USDOT) for our activities. Kathy accepted our 4th quarter claim and we are in line to receive the full \$22,000 authorized in our grant agreement. Our intention to address planning for Propane in FFY2012 helped us receive our project approval from USDOT. Our position is that Propane is like Anhydrous Ammonia and Bulk Fuel at a terminal for having the greatest likelihood of a release when there is a transport vehicle tethered to the storage tank for loading or unloading. With such a release, the person most in harm's way is the vehicle driver, usually an employee of a transportation company. This showing is our "nexus" between what we do and the many transportation companies who pay fees supporting the HMEP grant program.

## **New Business**

Election for Offices of Chair and Vice Chair – The Chair indicated his willingness to continue with the position. No one had indicated an interest in the Vice Chair position over the past 2 months since the election was scheduled. The Chair had discussed it with Bill Russell, Sangamon County Rescue Squad. Bill would accept the position, if so elected. A motion was made by Tracy Garrison and seconded by Louie Rogers to elect David Butt and Bill Russell to the positions of Chair and Vice Chair, respectively. The matter was open to discussion for further nominations from the floor. Hearing none, Pat Metz called the question and the vote was unanimous to elect David Butt and Bill Russell to the positions of Chair and Vice Chair, respectively.

Exercises/Training – The Chair distributed the scenario and objectives of both CWLP and SFD for a full scale exercise held on November 7, 2011, at CWLP's Filter Plant. The exercise addressed a leak from a release at the valve of a Chlorine cylinder. Pat Metz wrote the exercise scenario and it was successfully kept secret at the direction of the Filter Plant's supervisor. An alarm malfunction was discovered and repaired. Activities by response groups were judged to be very good. After both Pat and Rick Weber discussed actions of their organizations, the Chair then told the committee that we would now use this scenario for a discussion-based tabletop exercise about the role of every LEPC member present in this or a like circumstance. The Chair asked a question of each member for an answer to be addressed to the entire committee. The outcome was informative for members, first, about how their roles and positions play into emergency response and recovery and, second, about sometimes unexpected interrelations between the roles of multiple members. Today's activity will be used for our annual LEPC exercise credit.

The Chair noted that several of our members and regular visitors missed today's meeting because this is the final day of IEMA's state level exercise (SLE) for a New Madrid fault earthquake. The press release for the SLE was distributed. Regarding training, the Chair shared information just received that every member of the LEPC may be required during 2012 to take an on-line training from the Illinois Attorney General's web-site about requirements of the Open Meetings Act (OMA). It appears that this will be a new state-wide requirement for all members of any public body that is subject to the OMA. There will be more on this topic at our next meeting.

Community Assessment Tool for Public Health Emergencies (CATPHE) – Diana Wade, SCDPH, is absent due to the SLE. Last month, Diana and the Chair worked on a CATPHE for Sangamon County addressing one portion of many, pertaining to Emergency Management. Others on the committee may be contacted by Diana for input needed to complete her CATPHE. Menard County Department of Public Health will likely have the same requirements and need to interact with some LEPC members for their area of expertise.

Winter Weather Preparedness Week – It is always observed this week – the full week before Thanksgiving. The Chair distributed information from our National Weather Service office's web-site ([www.weather.gov/ilx](http://www.weather.gov/ilx)) about winter weather preparedness. All were encouraged to prepare for their families' safety during the season ahead. Tracy shared that his GIS Department was working on a winter road conditions map applicable to Sangamon County highways. It will be a useful tool if it can be posted on the County's web-site and regularly updated during times of heavy snow.

## **Other Business**

Chemical Release at Williamsville on November 14 – The Chair led a short discussion of the release of approximately 10 gallons from a 55 gallon drum of Ethyl Acrylate Stabilized from a truck parked adjacent to Love's Truck Stop on a village-maintained street. Mitigation and clean-up of this release was handled much like Roger Cruse explained for Ameren during the tabletop discussion.

Meeting Closure – The next LEPC meeting is scheduled for 8:30 am, January 19, 2012, at the Office of the State Fire Marshal. There being no further business, a motion was made by Louie Rogers, seconded by Linda Swartz and approved unanimously to adjourn the meeting at 10:13 am.