

Sangamon County LEPC

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AGENDA

March 15, 2007

8:30 AM

Office of the State Fire Marshal
1035 Stevenson Drive
Springfield, IL 62703

Meeting called to order by David Butt, Chairman

Acceptance of minutes from last meeting (01/18/2007)

Recognition of LEPC members and visitors

Old Business

Review of Emergency Planning and Community Right-to-Know Act of 1986

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

CWLP facility

Rosen's, Inc. facility

Other

New Business

2006 Tier II Forms filed during 2007

Homeland Security Exercise and Evaluation Program Training Course

Other

Next meeting: May 17, 2007

Motion to adjourn

Sangamon County LEPC

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MINUTES OF THE SANGAMON COUNTY LEPC MEETING – March 15, 2007

- I. The Chair, David Butt, called the meeting to order at 8:32 a.m. at the State Fire Marshal's Office Conference Room, 1035 Aldai Stevenson Drive, Springfield Illinois, 62703.

Members present included: John Brennan, *Memorial Medical Center*; David Butt, *Sangamon County Office of Emergency Management*; Brian Churchill, *St. John's Hospital*; Ray Cooke, *Sangamon County Office of Bioterrorism Preparedness*; Tom Fraase, *Sangamon County Board*; Matt Helms, *Springfield Fire Department (retired)*; Pat Metz, *City Water Light & Power*; Mike Moos, *Sherman ESDA*; Dick Rentschler, *Rochester Fire - Rescue*; Bill Russell, *Sangamon County Rescue Squad*; Kim Spann, *Sangamon County Department of Public Health*; Jim Strutz, *American Society for Industrial Security (ASIS International)* and Kevin Switzer, *Springfield Fire Department*.

Guests present were: Scott Wadding, *American Red Cross* and Russ Steil, *Illinois Emergency Management Agency*.

- II. A motion was made by M. Moos, seconded by J. Strutz, to approve the minutes of the January 18, 2007, LEPC meeting. The motion passed unanimously.
- III. Recognition of LEPC members & visitors. A sign in sheet was distributed. Self-introductions were made.
- IV. **Old Business**

Review of the Emergency Planning & Community Right-to-Know Act of 1986. The Chair stated the actions to date. He reported about an inquiry from a State Journal-Register reporter to have a copy of the County emergency plan. The Chair reviewed an article from the Peoria newspaper. The legislation apparently has an unresolved issue related to making plans available for review. The Chair mentioned that the LEPC has a Media member vacancy and it was suggested to look at asking someone from the State Journal-Register, after awaiting possible restructuring of reporting assignments due to a new owner of the newspaper.

The Chair reported that he is in the process of fulfilling the 2-year update cycle of the County's emergency plan as requirement by IEMA and asked specific members who were present to provide updates. The Chair distributed the MCI annex to B. Churchill and J. Brennan and the Fire annex to K. Switzer.

M. Helms gave a report on the Site Specific Planning Project and stated that he had completed 2 plans since the last meeting. They were for: City Water Light & Power (3100 Stevenson Drive, Springfield) & Rosen's Inc (3419 Cannon Rd, Buffalo). Each year, Rosen's submits the largest Tier II form. This was the first agriculture plan completed and Matt invited comments and any suggestions as to the uniqueness of agricultural facilities. It was suggested to look into supplying Matt with a laptop computer in the future to assist him with his activities.

V. New Business

Tier II forms submitted to date - They are dated December 31 of each year, due to be filed with the State, Local Fire Department and Local LEPC by March 1st of each year, with the exception of this year. The filing due date for this year has been extended to April 1, due to the filings for the State going through a 3rd party vendor's new software this year. Normally, the Sangamon Co LEPC receives approximately 90 each year (last year 51 were EHS sites). This year 42 have been filed to date with 32 being EHS sites. Four of the 32 were new EHS sites (one agriculture distribution business and three AT&T cellular telephone towers in New Berlin, Rural Sangamon County and Downtown Springfield). Nothing has been filed yet from Formosa Plastics. The Chair sent a letter last year stating they still needed to fill out a form to notify the LEPC if do not have any chemicals on-site. Formosa sent in a Tier II form immediately after the letter. The Chair will continue to follow-up with Formosa if they miss the deadline again this year.

A report was released from the Chemical Safety Board regarding the Formosa accident and is available with a video at www.CSB.gov. Members were encouraged to at least view the video.

Homeland Security Exercise & Evaluation Program Training Course (4/10-4/13) - A report was given regarding this training course. IEMA will bring in a DHS or FEMA team to teach the 4-day course with the 4th day being a train-the-trainer portion. It was mentioned that a new FEMA on-line course for improving after-action plans was released recently. IEMA has a plan for locals to improve all-hazards exercises and evaluations based on 20 points. Anyone who has received homeland security funds must put together an exercise schedule.

The Chair mentioned that Justin Short of the exercise program had given notice that he will be leaving IEMA to work for IL Air National Guard full-time.

The Chair also gave an update as to the progress with the 183 fighter wing group on its site specific plan.

J. Brennan updated the group that some outside agencies (like home health and so forth) are accredited by the Joint Commission. Recently, an organization was cited for not putting an emergency disaster plan in place as per the accreditation requirements. B. Churchill reported that the visits are unannounced and they are asking the local fire chief and OEM to discuss local community interactions that these agencies practice. Sometimes, they ask the agencies to report how they would respond to emergency situations, while they are meeting in the EOC.

T. Fraase gave a report on volunteerism activities and that a resolution to assist with volunteerism was passed this week by the County Board. It was asked whether the recent activity was compatible with the City government's action. It was emphasized that volunteer trades-workers should be organized and assigned to specific departments during either a city or county emergency.

It was noted that B. Churchill has a new title and some additional responsibilities at St. John's Hospital as Manager of Emergency Management and Hospital Safety Officer - focused on disaster management. Louie Rogers will conduct the local EMS responsibilities.

A report was given on local weather software available on a single home page on the computer. B. Churchill will try to e-mail the information to the LEPC members.

M. Moos reported that Sherman will be installing its first of four emergency warning sirens with battery back-up. They are identical to the new sirens Springfield has. No determination has been made as to what will happen with the old (½ mile siren) equipment. The new sirens will be 1-mile sirens.

There being no further business, a motion was made by M. Moos, seconded by J. Brennan, to adjourn the meeting at 9:50 a.m. The next meeting is scheduled for May 17, 2007 at the office of the State Fire Marshal.