

**LOCAL EMERGENCY PLANNING COMMITTEE MEETING**  
**November 19, 2009**

**MEMBERS PRESENT**

Captain Clarence Tucker, Chairperson	Akron Fire Department #4
Valerie De Rose	Summit County EMA
Virginia Abell	Summa Health System
Sharen Breyer	Flexsys America, LP
Mark Pry	Akron Regional Transit Association
Chief Michael Kallai	Barberton Police Department
Lisa Gradert	TMC, Ltd.
Steve Groves	Summit County SORT

**MEMBERS ABSENT**

Larry States	Rubber City Radio Group
Richard Uhlar	International Chemical Workers
Mark Williamson	City of Akron
Marianne Lorini	Akron Regional Hospital Association

**GUEST/STAFF**

Tommy Smoot	Summit County EMA
Don Weaver	Summit County DOES
Vikki Bunting	Ohio EMA
Jill P. Adams	Summit County Dept. of Communications
Dave Gauer	LEPC Administrator

The meeting of the Summit County Local Emergency Planning Committee was called to order, at 8:40 a.m. at the Emergency Operations Center, 166 S. High Street, Akron, Ohio, by Chairperson Tucker.

Introductions of those in attendance were made.

**CHAIRPERSON'S REPORT**

**CORRESPONDENCE**

Chairperson Tucker reviewed a letter from Vikki Bunting stating the Chemical Emergency Response and Preparedness Plan for the Summit County LEPC has been reviewed and is being forwarded to the SERC.

Chairperson Tucker reviewed the LEPC Training Reports submitted by James Zarges and Jim Reinersman after attending the Highway Emergency Response Specialist training in Pueblo, Colorado.

## **APPROVAL OF MINUTES- August 20, 2009**

Ms. Breyer made a motion to approve the minutes; Ms. Abell seconded the motion. Ms. Breyer made a correction on page 2, changing 'him' to 'her.' The motion passed by voice vote with one abstention by Ms. De Rose.

## **INFORMATION COORDINATOR REPORT**

Ms. De Rose stated that Mr. Romanoski, after his retirement, does not want to remain on the Local Emergency Planning Committee as a Citizen at Large

Ms. DeRose stated that she does not have a lot to report and asked Mr. Smoot to give a LEPC membership update.

Mr. Smoot stated Don Weaver will be appointed next year from the Department of Environment Services and we received a letter from Director David E. Marquard confirming the replacement.

Mr. Smoot stated he is waiting for the Akron Health Department's LEPC replacement.

Mr. Smoot also stated Mayor Al Bollas, New Franklin, and Mrs. Dale Panovich, Copley Township Trustee, will be appointed to fill the LEPC elected officials position.

Ms. DeRose stated that Jill Skapin, Executives Office, will also be appointed to fill the Public Information position.

## **OLD BUSINESS**

Nothing to report.

## **NEW BUSINESS**

### **ADMINISTRATOR'S REPORT**

Mr. Gauer stated Chairperson Tucker and himself attended the SERC conference in August.

Mr. Gauer said the first half of the day covered LEPC funding issues, the second half of the day was the SERC business meeting. The 52<sup>nd</sup> Civil Support WMD team was also present.

Mr. Gauer said the second day featured the Chemical Board Spokesman as the keynote speaker and there was valuable information given out.

Mr. Gauer said the Extremely Hazardous Substances (EHS) interviews are complete.

Mr. Gauer stated we had 82 EHS reporting facilities with 14 new reporting EHS facilities.

Mr. Gauer stated he had been working with Captain Groves on the Hazardous Materials (HazMat) inventory to track costs and calibration due dates.

Mrs. Gradert stated there is traditionally low attendance at the SERC conference and inquired if Mr. Gauer felt the conference was worth it.

Mr. Gauer replied that he felt the conference was worth it for what he got out of it.

## SPECIAL TEAMS PLANNER

Chairperson Tucker introduced the Special Teams Planner position. He said this position would help on the administrative end of the HazMat, Dive and Technical Rescue Operations Team (TROT) teams and asked Captain Groves, who chairs the Special Operations Response Team (SORT) Board, to give an overview.

Captain Groves stated it has been a very long process that has been going on for two years. He explained that his department, along with all departments, has had to cut back hours for the administrative end of the Special Operations Teams. He stated that this then leaves concerns about operational readiness (meter calibrations, training records updated etc.). After many meetings and brainstorming sessions, it was suggested to expand the LEPC administrator position and re-title it to Special Teams Planner. The Special Teams Planner will complete training, coordination, and a lot of the things Dave Gauer already does like inventory and track costs. He stated the model that has worked in the past is each department chipping in as much time as they can, however we have seen a sharp decline in donated hours. He said we are not asking for any additional funding from this group, just a supplement of the current LEPC Administrator position funds. He stated for many years we have been paying the county back for the HazMat truck bond. The County Executive has eliminated this expense and has allowed us to use it for the Special Teams planner position.

Ms. De Rose stated the breakdown; we had contracted \$21,000.00 with Dave Gauer, the LEPC would give the Emergency Management Agency \$15,750.00 and the HazMat truck bond is \$15,750.00. She stated the LEPC can not fund the Special Teams Planner position wholly because there are some TROT and Dive components. She stated between these funds the Special Teams Planner position salary is \$26,000.00 with specific hours and the additional money will be used for Special Teams assistants to complete specific functions.

Captain Groves stated the LEPC portion will be HazMat driven and the additional hours will be allocated to the other disciplines, in accordance with the SERC requirements. He stated the SORT Executive Board approved this position and asked Ms. Breyer, who was in attendance at the SORT Executive Board meeting, to give her stance as an LEPC member.

Ms. Breyer stated this has been in the works for two years and that the plan presented to the LEPC Executive Committee was extremely thought out and a great plan. She stated she is a fan of regionalism and this is sort of a mini-regionalism. She believes that everyone will benefit, has blessed the position and is looking forward to advertising the new position.

Ms. Abell stated all the principles make sense.

Chairperson Tucker inquired if this would be a full-time position? Captain Groves stated the position requires 25 hours a week. Ms. Breyer said this position needs to work its way through the cycle and see if the work can be completed with the designated hours.

Ms. De Rose stated the next steps will be to complete a RFP, per county requirement, for one year and let the SORT Board and LEPC Executive Committee will conduct the interviews.

Chairperson Tucker stated that we have worked with the County Executive and have his full support for this position.

Chairperson Tucker entertained a motion. Ms. Breyer made the motion to create the position of Special Teams Planner with funding in the amount of \$21,000.00 from the LEPC Administrator position and \$15,750.00 from the Emergency Management Agency, granted by the LEPC.

Ms. Abell inquired if the \$15,750.00 from the Emergency Management Agency should be apart of the motion? Ms. De Rose answered the \$15,750.00 should be included because the funds are granted by the LEPC to the Emergency Management Agency.

Ms De Rose stated there will also be office space for the Special Operations Team Planner in the Emergency Management Office.

Mrs. Gradert asked how will the hours and assigned duties be tracked and documented.

Ms. De Rose stated we will have detailed time sheets and the assignments will be tracked by the SORT Board and LEPC.

Captain Groves seconded the motion. The motion passed unanimously by voice vote.

## **SUB-COMMITTEE REPORTS**

### **TRAINING, EDUCATION and EXERCISE**

Ms. De Rose stated she is in the process of forming a committee, with representation from all the disciplines in the county, to consolidate training and exercise needs because budgets of budget constraints. She stated the next step is to develop a calendar for 2010.

Ms. Bunting stated we should aim to address the 4-year planning cycle to incorporate multiple exercises.

Mr. Gauer asked about the status of a FDNY 2010 Symposium training he submitted.

Ms. Breyer stated we should hear the finance report before we talk about this training.

Ms. De Rose interjected that we would also like begin bring training here, so it is offered to everyone, as opposed to sending people out for training as some departments are cutting out travel.

Chairperson Tucker said we are continuing to work with Mr. John Vergis of Wheeling and Lake Erie Railroad to present TRANSCAER Training; he will keep us up to date with any new information.

Chairperson Tucker commented about last years LEPC drill that covered many requirements.

Mrs. Gradert inquired about the training committee process to cover many requirements and suggested reaching out to the training associations and other disciplines besides emergency responders who may also need counting education units (CEUs). She stated on the private side there is also a need for training and meeting other requirements.

Ms. De Rose stated we do have responsibility to our privates and inquired if Mrs. Gradert would serve on the training committee.

Mrs. Gradert stated we should begin promoting to associations and safety councils because they also have budget limitations and need CEUs.

## **EHS HAZARD ANALYSIS**

Captain Groves stated Dave Gauer gave the EHS report under the Administrators' section.

Chairperson Tucker added that in Akron they created a form in Adobe to be used during facility interviews and this will streamline future inspections.

## **PLANNING**

No new report.

## **FINANCE**

Ms. Breyer reviewed the expenditure report, created by Mr. Smoot.

Ms. Breyer stated if we compare the budget now to where it was last year, we will see the award from the SERC decreasing. She said at the current rate of expenditures, we are spending 111% of our award.

Ms. Breyer suggested that the economy may stay the same for the next 1 to 3 years and taking a harder look at what we do and bringing training here is certainly our best bang for our buck. She stated there are a number of great courses like Pueblo and no one disses the value of that, but they are also very expensive.

Captain Groves stated a federal grant is now available to attend trainings in Pueblo and stated that the cost is high to send members out, but you can't bring anything in close to what they do there.

Captain Groves read a document stating there are a number of WMD courses in Anniston, Alabama that you can attend for free and Pueblo is on that list.

Ms. Breyer stated we must begin having better oversight of our [LEPC] budget in Summit County.

Chairperson Tucker stated there are a number of trainings all over the country that will pay for meals and lodging and inquired if we should put together a list to send to the responders.

Captain Groves stated we [SORT Board] communicate opportunities through the newsletter and the one thing these grants fail to cover is your wages and some departments cannot cover a week of backfill.

Ms. Breyer said they will also have reduced manpower.

Captain Groves stated we still have those hurdles to overcome and that low response to the training is not always lack of interest but support.

Ms. Breyer stated this is another reason for in-house training and keep the money for trainings that can't be replaced, like Pueblo.

Captain Groves explained how Cuyahoga County supports an in-house HazMat Conference that is well attended. He said the problem is when we [LEPC] do our annual conference is finding the right topics for responders and non-responders.

Ms. Breyer stated we talked about having an extended or hybrid conference next year.

Mrs. Gradert asked if anyone remembered the Inland Spills Conference. She then explained her role as a program director in developing the design team to create areas of interest for the public and private industries. She stated that during the conference they had tracks for public and private that ran concurrently and they were able to get their accreditations and network at the same time. She stated this conference attracted 800 to 900 people each year.

Ms. Breyer stated this is only our 3<sup>rd</sup> LEPC conference and that we are still building.

Chairperson Tucker read a funding proposal submitted for a Ethanol Training in Richfield.

Ms. Bunting stated the ethanol training is geared to fire and suggested incorporating other disciplines such as law enforcement, for traffic control.

Captain Groves stated he can't think of any way to integrate law enforcement in the ethanol training, but that we have drilled numerous times with the bomb squad and other law enforcement.

Due to no one being able to answer specific questions about the time of Ethanol Training, Mr. Pry made a motion to let the LEPC Executive Board vote on funding the Ethanol training at their next meeting. Mrs. Gradert seconded this motion. The motion passed unanimously by voice vote.

Mr. Gauer stated the Goodyear Fire Department may have a pan to burn ethanol, if necessary.

Mr. Gauer asked if the LEPC going to sponsor the FDNY 2010 Symposium training. He stated one individual requested to attend the conference and listed the associated travel costs.

Ms. Gradert asked if part of our budget was set aside for training.

Ms. Breyer stated we generally allocate training funds based on the recommendation of our Training Subcommittee.

Ms. Breyer inquired if other funding sources were available to share in the cost of sending one individual.

Captain Groves stated that there was one individual teaching the HazMat portion of the conference and suggested bringing this individual to Summit County.

Chairperson Tucker stated we need more information and net benefit to fund or partially fund this request.

Mrs. Gradert suggested streamlining the process to fund request to attend trainings such as net benefit; she suggested establishing a hierarchy and if they don't meet those requirements other things would receive preferential treatment. Mrs. Gradert stated this information should be publicized and would allow the person making the request to understand our thought process.

Ms. Bunting suggested making a criteria checklist for training submitted to the LEPC.

Mr. Pry made a motion to let the LEPC Executive Board vote on funding the FDNY 2010 Symposium training at their next meeting. Ms. Breyer seconded this motion. Captain Groves abstained from the vote. The motion passed by voice vote.

## **INCIDENTS**

Captain Groves stated oil was released in Springfield Lake and handled by Springfield Township Fire.

Chairperson Tucker stated a facility spilled 300 gallons of diesel on their property in Akron. He stated there were also numerous diesel spills on the highway also and that they were running into issues recovering costs from the responsible party.

## **GOOD OF THE ORDER**

Chairperson Tucker stated we will elect officers at the next meeting and the 2010 LEPC meetings are scheduled for:

- February 18, 2010
- May 20, 2010
- August 19, 2010
- November 18, 2010

## **ADJOURNMENT**

Being no further business to come before the Local Emergency Planning Committee, the meeting was adjourned.

Captain Groves made a motion to adjourn; Mr. Pry seconded the motion. The motion passed unanimously by voice vote.

## **NEXT MEETING**

The next meeting of the Summit County Local Emergency Planning Committee (LEPC) has been tentatively scheduled for **February 18, 2009 at 8:30 a.m., in the Emergency Operations Center, Akron Municipal Building, 166 South High Street, Basement Level, Akron, OH 44308.**