

Indiana Emergency Response Commission

MEETING MINUTES

INDIANA EMERGENCY RESPONSE COMMISSION

Meeting Date: May 10, 2021

Meeting Time: 1:30 PM (Indianapolis time)

Meeting Location: Conducted Virtually (authorized under COVID-19 Executive Orders)

COMMISSION MEMBERS PRESENT:

Joel Thacker—State Fire Marshal, Chairperson
Laura Steadham—Designee for IDEM Commissioner
Larry Hamby—Designee for IDHS Executive Director
Bruce Palin—Public Representative
Jeff Larmore—Local Government Representative
Cara Cyrus—Business/Industry Representative
Shawn French—Business/Industry Representative
Jim Pridgen—Business/Industry Representative
Vincent Griffin—Public Representative
Stephanie McKinney—Local Government Representative

COMMISSION MEMBERS ABSENT:

Matt Bilkey—Designee for Superintendent of Indiana State Police

STAFF MEMBERS PRESENT

Madison Roe—IDHS
Amanda Horner—IDHS
Justin Guedel—IDHS

WELCOME AND INTRODUCTION

The meeting was called to order at 1:30 p.m. Chairman Thacker welcomed everyone to the May Indiana Emergency Response Commission (IERC) meeting and requested the determination of a quorum.

QUORUM

Ms. Horner indicated a quorum was present after the roll call, with nine (9) members in attendance. Mr. Palin will join the meeting after the initial roll call.

REPORT OF THE CHAIR

Chairman Thacker announced that Mary Moran is the new Emergency Response Director at IDHS. He continued to report that the Commission has two new members, Stephanie McKinney

and Vincent Griffin. Ms. McKinney is the deputy EMA director from Gibson County and serves on the EMAI board. Mr. Griffin has been a county health department director with multiple other roles within State Government. Ms. McKinney is serving as the local government representative and Mr. Griffin will be serving as a public representative. These two new additions leave the Commission with two empty positions left.

CONSIDERATION OF MINUTES

Mr. Pridgen made a motion to approve the March 8, 2021 meeting minutes and Mr. French seconded the motion.

Roll Call Vote

Chairman Thacker—Yes
Ms. Steadham—Yes
Ms. Cyrus—Yes
Mr. Larmore—Yes
Mr. Hamby—Yes

Mr. French—Yes
Mr. Pridgen—Yes
Ms. McKinney—Yes
Mr. Griffin—Yes

Motion Carried

ROSTER APPROVAL

Chairman Thacker reported 20 Local Emergency Planning Committees (LEPCs) have submitted rosters for membership appointments or approvals between March 4, 2021 and May 6, 2021.

Ms. Cyrus made the motion to approve the changes as submitted and Mr. Pridgen seconded the motion.

Roll Call Vote

Chairman Thacker—Yes
Ms. Steadham—Yes
Ms. Cyrus—Yes
Mr. Larmore—Yes
Mr. Hamby—Yes

Mr. French—Yes
Mr. Pridgen—Yes
Ms. McKinney—Yes
Mr. Griffin—Yes

A copy of the roster report detailing the changes is attached below. Mr. Larmore abstained from Marion County due to his LEPC membership.

Motion Carried

OLD BUSINESS

IERC Handbook Update

Ms. Horner reported she distributed the draft handbook update to the Commissioners before the meeting for their review. Ms. Horner informed the Commission of two changes suggested before the meeting. The first is to change the material safety data sheets to just safety data sheets and review the Tier II reporting section to ensure the wording mirrors regulations. Also, Ms. Horner will review LEPC membership and add transportation back to the required members list.

Ms. Horner asked the Commission to review the update and provide any feedback or suggestions via email.

LEPC Plan Module Update

Ms. Roe informed the Commission that staff has been working with IDSi on the plan module and the America's Water Infrastructure Act (AWIA) notification module. Ms. Roe continued saying AWIA and GIS are the two components IDSi will complete first. Currently, IDSi is working with our inhouse IT staff on the GIS plan module. Ms. Horner will add any changes needing added to the handbook to mirror the new processes for plan submittal.

Ms. Roe reminded the Commission of the survey completed in the fall of 2020 requesting feedback on the types of questions to be asked in the plan module. The overall feedback was positive, and staff feels confident about moving forward with this project. She added staff will not withhold funding from LEPCs for information the facilities did not provide, however it is still encouraged that LEPCs attempt to gather any missing information.

2021 EMAI Conference

Ms. McKinney reported she has a tentative agenda set for the EMAI conference scheduled for October 20-23 at the Indianapolis Marriot East. Mr. Larmore suggested holding off on the LEPC awards until 2022 due to the unusualness of the last two years. He also asked Ms. Steadham if IDEM would be interested in doing a presentation on the AWIA.

NEW BUSINESS

US EPA

Ms. Roe reported the US EPA Region 5 is holding bimonthly meetings to increase the communication between the states and the federal partners. The US EPA offered to conduct an exercise for Indiana. The EPA will coordinate the exercise and the IERC and LEPCs would be invited as players. It is also always an option for the LEPCs to work with the EPA on their individual exercises.

Training Committee Chair

Chairman Thacker reported we are continuing to look at balancing the committees. Ms. Horner will work with Ms. McKinney and Mr. Griffin on committee placement based on interest and needs. Chairman Thacker informed the Commission the training committee will need a chair and he is recommending Mr. Hamby.

Mr. Larmore made a motion and Mr. Palin seconded the motion to approve Mr. Hamby as training committee chair.

Roll Call Vote

Chairman Thacker—Yes
Ms. Steadham—Yes
Ms. Cyrus—Yes
Mr. Larmore—Yes
Mr. Hamby—Abstained

Mr. French—Yes
Mr. Pridgen—Yes
Ms. McKinney—Yes
Mr. Griffin—Yes
Mr. Palin—Yes

Motion Carried

H.E.A. 1437

Mr. Guedel reported that H.E.A. 1437 is a bill passed during the most recent legislative session. This bill allows for counties to have electronic communication meetings under certain conditions. LEPCs can contact Ms. Horner or their local counsel with any questions.

SARA TITLE III PROGRAM REPORT—SARA Program Staff

The LEPC Program Manager reviewed LEPC compliance and communicated with LEPCs who are missing documents. The Program Manager began to review the hazmat response plans submitted last fall. She also worked with the IDHS Exercise Section to create Standard Operating Procedures for the review of LEPC HSEEP compliant exercises. The Program Manager also attended two FEMA training courses, ICS 300 and ICS 400.

The SARA Program Manager worked with IDHS IT staff and IDSi to start the process of building the new LEPC Plan Module and Water Notification in the Tier II Manager System.

The Program Manager has also been working with USEPA on their new initiative about working more directly with LEPCs and SERCs. The Program Manager has become part of the USEPA Region 5 small working group and has also started working with USEPA on the possibility of getting an exercise in Indiana.

ADJOURNMENT

Mr. Palin made a motion to adjourn which was seconded by Mr. Pridgen.

Roll Call Vote

Chairman Thacker—Yes
Ms. Steadham—Yes
Ms. Cyrus—Yes
Mr. Larmore—Yes
Mr. Hamby—Yes

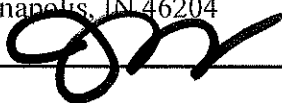
Mr. French—Yes
Mr. Pridgen—Yes
Ms. McKinney—Yes
Mr. Griffin—Yes
Mr. Palin—Yes

Meeting adjourned at 2:30 p.m.

Motion Carried

NEXT MEETING

July 12, 2021
748 Massachusetts Avenue
Indianapolis, IN 46204



Marshal Joel Thacker, Chair