

Indiana Emergency Response Commission

MEETING MINUTES

INDIANA EMERGENCY RESPONSE COMMISSION

Meeting Date: September 13, 2021

Meeting Time: 1:37 PM (Indianapolis time)

Meeting Location: 1610 Reeves Rd., Plainfield, IN 46168 and via Microsoft Teams

COMMISSION MEMBERS PRESENT: (in person participation unless otherwise noted)

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 (*via Microsoft Teams*)

Shawn French—Business/Industry Representative (*via Microsoft Teams*)

Jim Pridgen—Business/Industry Representative (*via Microsoft Teams*)

Vincent Griffin— Public Representative

COMMISSION MEMBERS ABSENT:

Joel Thacker—State Fire Marshal, Chairperson

Matt Bilkey— Designee for Superintendent of Indiana State Police

Stephanie McKinney— Local Government Representative

STAFF MEMBERS PRESENT

Casey Kenworthy—IDHS

Amanda Horner—IDHS

Mike White—IDHS

Justin Guedel—IDHS (*via Microsoft Teams*)

Hillary Egan—IDHS (*via Microsoft Teams*)

WELCOME AND INTRODUCTION

The meeting was called to order at 1:37 p.m. by Ms. Steadham. She welcomed everyone to the September Indiana Emergency Response Commission (IERC) meeting and informed the Commission she was filling in for Chairman Thacker in his absence.

QUORUM

Ms. Horner indicated a quorum was present after the roll call, with eight (8) members in attendance.

CONSIDERATION OF MINUTES

Mr. Palin made a motion to approve the July 12, 2021, meeting minutes. Mr. Griffin seconded the motion. **Motion Passed.**

Record of Votes

Ms. Steadham—Yes
Ms. Cyrus—Yes
Mr. Larmore—Yes

Mr. Hamby—Yes
Mr. French—Yes
Mr. Palin—Yes

Mr. Griffin—Yes
Mr. Pridgen—Absent

ROSTER APPROVAL

Ms. Steadham reported 21 Local Emergency Planning Committees (LEPCs) have submitted rosters for membership appointments or approvals between July 8, 2021, and September 9, 2021. Mr. Palin made a motion to approve the changes as submitted. Mr. Larmore seconded the motion. **Motion Passed.** A copy of the roster report detailing the changes is attached.

Record of Votes

Ms. Steadham—Yes
Ms. Cyrus—Yes
Mr. Larmore—Yes

Mr. Hamby—Yes
Mr. French—Yes
Mr. Palin—Yes

Mr. Griffin—Yes
Mr. Pridgen—Absent

OLD BUSINESS

Budget

Ms. Steadham informed the Commission of the conversation regarding the 2022 budget that was tabled at the July meeting anticipating the approval of the augmentation. She reported the augmentation was approved and will be added to line item 9, administrative and travel. Mr. Palin made a motion to approve the budget. Mr. Hamby seconded the motion.

Motion Passed.

Record of Votes

Ms. Steadham—Yes
Ms. Cyrus—Yes
Mr. Larmore—Yes

Mr. Hamby—Yes
Mr. French—Yes
Mr. Palin—Yes

Mr. Griffin—Yes
Mr. Pridgen—Yes

Committee Membership

Ms. Steadham asked on the behalf of Chairman Thacker if Mr. Griffin would be interested in participating in either the training or fiscal committee. Mr. Griffin said that at this time he would like to continue with the communications committee and will revisit in the coming year.

US EPA

Ms. Horner reminded the Commission that the US EPA has offered to conduct an exercise for 2022. This exercise will be a tabletop and conducted somewhere in district 8, 9, or 10. The EPA will help to plan, coordinate, and facilitate the exercise. We are considering doing a fixed facility in a location of the LEPC's choosing. Mr. Pridgen encouraged the exercise take place in district 8 and utilize a new training facility. Ms. Horner will continue to work with the US EPA to coordinate this exercise.

SARA TITLE III PROGRAM REPORT—SARA Program Staff

The LEPC Program Manager continued to work on the LEPC Plan Module and Water Notification Module with IDSi and our in-house IT and GIS staff. The Program Manager began creating and editing the appendices to be added to the IERC Handbook. She continued to review Tier II Manager for LEPC compliance and LEPC Emergency Response Plans. The Program

Manager also attended several LEPC meetings and exercises, both virtually and in person.

The SARA Program Manager continued to manage Tier II Manager facility compliance, user accounts and answered questions pertaining to Indiana Tier II reporting. He continued to review LEPC plans and attended two LEPC tabletop exercises. Additionally, the Program Manager also learned how to integrate Tier II Manager data into the CAMEO and MARPLOT software programs.

PUBLIC COMMENTS

Mr. Griffin asked for more information on the Americas Water Infrastructure Act (AWIA) and the module added onto Tier II Manager. Ms. Horner answered informing him of AWIA and the IERCs responsibility in reporting of spills onto Tier II Manager.

ADJOURNMENT

Mr. Palin made a motion to adjourn. Mr. Hamby seconded the motion. **Motion Passed.**

Record of Votes

Ms. Steadham—Yes

Mr. Hamby—Yes

Mr. Griffin—Yes

Ms. Cyrus—Yes

Mr. French—Yes

Mr. Pridgen—Yes

Mr. Larmore—Yes

Mr. Palin—Yes

Meeting adjourned at 3:00 p.m.

NEXT MEETING

November 8, 2021

1610 reeves Rd.

Plainfield, IN 46168

Approved: _____

Laura Steadham, Vice Chair

Date: _____