



INDIANA EMERGENCY RESPONSE COMMISSION (IERC) Meeting
Hamilton County Sheriff's Department
18100 Cumberland Road
Noblesville, In 46060
May 14, 2018, 1:30pm

COMMISSION MEMBERS PRESENT:

James Greeson—State Fire Marshal, Chair
Larry Hamby—Designee for IDHS Executive Director
Laura Steadham—Designee for IDEM Commissioner
Jeff Larmore—Local Government Representative
Matt Bilkey—Designee for Superintendent of ISP
Bruce Palin—Public Representative

COMMISSION MEMBERS ON THE PHONE:

James Pridgen—Business/Industry Representative
Cara Cyrus—Business and Industry Representative

COMMISSION MEMBERS ABSENT:

Bernie Beier—Local Government Representative
Shawn French—Business/Industry Representative

The following IDHS staff members were present:

Kassandra Buster—IDHS
Madison Roe—IDHS
Kraig Kinney—IDHS
Marc Torbeck—IDHS
Ian Ewusi—IDHS

The following audience members were present:

Pam Eldridge—Hamilton County LEPC
Jennifer DeMedeiros—Hamilton County LEPC
Jon Baldwin—Hamilton County LEPC
Shane Booker—Hamilton County LEPC/EMA
Mike Alley—Resilient strategies
Jarnie Burrows—Madison County Hazmat Coordinator

WELCOME AND INTRODUCTION

Mr. Greeson welcomed everyone to the Indiana Emergency Response Commission (IERC) meeting and requested the determination of a quorum.

QUORUM

Ms. Buster indicated a quorum was present.

CONSIDERATION OF MINUTES

Mr. Larmore made a motion to approve March 12, 2018, meeting minutes and was seconded by Mr. Hamby. No further discussion occurred.

Roll Call Vote

Mr. Larmore —Yes
Mr. Pridgen—Yes
Mr. Hamby—Yes

Ms. Cyrus—Yes
Ms. Steadham—Yes
Mr. Palin—Yes

Mr. Greeson—Yes
Mr. Bilkey—Yes

Motion Carried.

REPORT OF THE CHAIR

Mr. Greeson opened with introductions from the audience and thanked everyone for attending. He advised that Dean Larson was scheduled to attend the meeting to receive recognition of his dedication of service to the IERC but he was unable to join due to health issues. Mr. Greeson acknowledged the return of Ms. Madison Roe as the Superfund and Reauthorization Act (SARA) Title III Specialist. He reported that the Tier II reporting season had come to an end and Mr. Torbeck planned to discuss the increases in funds during the SARA Report. Mr. Greeson advised that the IERC Commissioner openings were still available and IDHS attorneys were moving forward to request new appointments from the Governor’s office, and those appointments could occur anytime. No further discussion occurred.

ROSTER APPROVAL

Ms. Buster presented the following 36 LEPC rosters for membership appointments or removals:

Adams	Blackford	Brown	Clark	Clay
Crawford	Daviess	Dearborn	Dubois	Elkhart
Franklin	Grant	Howard	Huntington	Jackson
Jefferson	Jennings	Jennings	Lake	LaPorte
Miami	Perry	Porter	Rush	Scott
Shelby	Spencer	St. Joseph	Starke	Steuben
Sullivan	Tippecanoe	Vanderburgh	Vermillion	Vigo
Washington				

Mr. Palin made a motion to approve the roster and seconded by Mr. Hamby. No further discussion occurred.

Roll Call Vote

Mr. Larmore — Yes
Mr. Pridgen — Yes
Mr. Hamby — Yes

Ms. Cyrus — Yes
Ms. Steadham — Yes
Mr. Palin — Yes

Mr. Greeson — Yes
Mr. Bilkey — Yes

Motion Carried.

COMMITTEE REPORTS

Communications Committee-Jeff Larmore, Chair

Mr. Larmore reported that the Communications Committee met and discussed several items on the agenda under old business. He indicated that staff and the Indiana Department of Homeland Security Public Information Office (IDHS PIO) were working on the development of an IERC semi-annual newsletter that would include a message from the IERC Chair, a feature story, and important dates to remember. Mr. Larmore advised that the first release of the newsletter would be in August. He recommended that IERC Commissioners provide input on articles and to inform Ms. Buster or him about any suggestions.

Mr. Larmore reported that the spill card was presented at the Communications Committee meeting and staff would send a PDF copy out to Emergency Management Agencies (EMA), local fire departments, LEPCs, and suggest that they forward the spill card to responders. He reported that staff would email the spill card to the Department of Natural Resources (DNR) and the Indiana Department of Transportation (INDOT) and recommend that they forward them to individuals that may need to report spills.

Mr. Larmore reported that committee members discussed the importance of community outreach and staff planned to develop materials to distribute to LEPCs. He advised that staff would contact LEPCs for documents on community outreach currently in use and establish templates for rural county LEPCs.

Mr. Larmore reported that during the meeting with IDHS PIO, staff mentioned the development of Public Service Announcements (PSAs) and how they could distribute them out to local radio stations or local broadcasting channels as a community education project about the LEPC program. He reported that the newsletter and community outreach material would be released before developing the PSAs.

Mr. Larmore reported that the committee members discussed the 2018 Emergency Management Alliance of Indiana/Indiana Emergency Response Commission (EMAI/IERC) Conference and the conference planning committee provided a three-hour slot for the IERC on Tuesday, October 16, 2018, for workshops, Computer-Aided Management of Emergency Operations (CAMEO) and LEPC module updates. He reported that there was a slot for the LEPC awards ceremony and staff requested additional time to discuss the purpose of an exercise. He asked for suggestions from the IERC Commissioners.

Mr. Larmore reported that the last item discussed was the purchase of the webcast equipment and he advised that current equipment was in use by IDHS Fire Training. He further reported that staff would move forward with the purchase of the webcasting equipment. No further discussion occurred.

Training Committee-Bernie Beier, Chair

Ms. Buster reported that during the Training Committee meeting a discussion was held about a Northern Region Exercise and participating LEPCs planned to count the exercise as their annual exercise. She advised that she would work with LEPCs to ensure that they meet the requirements for the exercise. Mr. Ewusi reported that Mr. Beier requested that the Policy/Technical Committee discuss county-wide LEPC exercises and the practicality of having a vast response of LEPCs at one exercise. No further discussion occurred.

Policy-Technical Committee-Jim Pridgen, Chair

Mr. Pridgen reported that the Policy-Technical meeting met to discuss LEPC updates. Ms. Buster presented a list of 11 LEPCs that were not going to be funded in 2018 for 2017 activities due to their inactive or non-complaint status. She read the counties as Benton, Blackford, Carroll, Crawford, Fayette, Jay, Lake, Marshall, Martin, Orange, and Starke. Ms. Buster reported that the non-compliant and in-active list would decrease in 2018 and reported that Blackford, Crawford, Jay, Lake, and Starke Counties were currently active or compliant. She further reported that staff planned to assist Fayette County with becoming active for 2018. Mr. Palin made a motion to approve 2018 funding for the 81 LEPCs eligible for funding based on compliance with 2017 annual requirements and was seconded by Mr. Larmore.

Roll Call Vote

Mr. Larmore —Yes	Ms. Cyrus—Yes	Mr. Greeson—Yes
Mr. Pridgen—Yes	Ms. Steadham—Yes	Mr. Bilkey—Yes
Mr. Hamby—Yes	Mr. Palin—Yes	

Motion Carried.

Mr. Pridgen reported that a discussion was held about the Sullivan County LEPC and the contract with Ms. Kellie Streeter. He reported that the committee determined that the Sullivan County LEPC should take action at the local level. He advised that there was a motion for the IERC not to move forward and remove Ms. Streeter from the LEPC Planning and Training Resource List.

Mr. Pridgen made a motion not to decide on removing Ms. Streeter from the list, and the issue should remain at the local level and was seconded by Mr. Palin. No Further discussion occurred.

Roll Call Vote

Mr. Larmore —Yes	Ms. Cyrus—Yes	Mr. Greeson—Yes
Mr. Pridgen—Yes	Ms. Steadham—Yes	Mr. Bilkey—Yes
Mr. Hamby—Yes	Mr. Palin—Yes	

Motion Carried.

Mr. Torbeck reported that in November 2017 an audit was conducted on facilities that failed to complete an annual Tier II report for 2016. He reported that staff compiled a list of 434 facilities and after assistance from LEPCs the list was reduced to 81 facilities. He further reported that staff was requesting approval from the IERC to send the remaining facilities on the list to the Environmental Protection Agency (EPA) for enforcement.

Mr. Pridgen reported that the committee determined the motion read as follows: the IERC recommends and authorizes IDHS staff to send the list of 2016 non-complaint facilities to the EPA for enforcement and allow staff time to work with the Governor's office to remove Indiana Department of Transportation (INDOT) facilities on the list. Mr. Palin seconded the motion.

Roll Call Vote

Mr. Larmore —Yes	Ms. Cyrus—Yes	Mr. Greeson—Yes
Mr. Pridgen—Yes	Ms. Steadham—Yes	Mr. Bilkey—Yes
Mr. Hamby—Yes	Mr. Palin—Yes	

Motion Carried.

Mr. Ewusi reported that Grant County submitted a special project request to purchase Riot Control and Chemical, Biological, Radiological, and Nuclear (CBRN) Canisters. Mr. Greeson reported that for transparency purposes the IERC would vote on the matter even though the issue died in the Policy-Technical Committee meeting.

Mr. Ewusi reported that the recommendation from the Policy\Technical Committee was a motion to deny the request from the Grant County LEPC to purchase Riot Control and CBRN Canisters for Grant County Sheriff's Department. Mr. Palin moved to deny the motion and was seconded by Mr. Larmore. No further discussion occurred.

Roll Call Vote

Mr. Larmore —Yes	Ms. Cyrus—Yes	Mr. Greeson—Yes
Mr. Pridgen—Yes	Ms. Steadham—Yes	Mr. Bilkey—Yes
Mr. Hamby—Yes	Mr. Palin—Yes	

Motion Carried.

Fiscal Committee-Amy Smith, Chair

Mr. Greeson reported that the Fiscal Committee did not meet.

APPROVAL OF COMMITTEE REPORTS

Mr. Palin motioned to approve the committee reports and seconded by Mr. Larmore. No further discussion occurred.

Roll Call Vote

Mr. Larmore —Yes	Ms. Cyrus—Yes	Mr. Greeson—Yes
Mr. Pridgen—Yes	Ms. Steadham—Yes	Mr. Bilkey—Yes
Mr. Hamby—Yes	Mr. Palin—Yes	

Motion Carried.

OLD BUSINESS

Elkhart County LEPC (Hosting July 2018 IERC Meeting)

Ms. Buster reported that July 9, 2018, IERC meeting would be held in Elkhart County and notified Commissioners that lodging was available. No further discussion occurred.

NEW BUSINESS

Mr. Greeson reported that there was no new business on the agenda for this meeting.

SARA TITLE III PROGRAM REPORT

FOLLOW-UP FROM PREVIOUS MEETING

LEPC Reporting Module on Tier II Manager

Ms. Buster reported that from the launch of the LEPC module on February 13, 2018, 77 LEPCs had uploaded 2018 annual reports. Ms. Buster reported that several LEPCs reported positive feedback about the new module, and staff planned to attend LEPC meetings to assist with uploading and inputting documents.

STAFF ACTIVITIES

Ms. Buster reported that since the March IERC meeting, staff attended 17 LEPC meetings and 2 exercises.

Training and Conferences

Ms. Buster reported that staff attended 4 training and/or Conferences since the March IERC meeting. She reported that she attended the National Association of SARA Title III Program Officials (NASTTPO) Conference in Oklahoma City with Pam Eldridge from Hamilton County. She advised that presentations were provided by the EPA, Chemical Facility Anti-Terrorism Standards (CFATS), and Pipeline and Hazardous Materials Safety Administration (PHMSA). Ms. Buster noted that the tribal community was present at the conference and they discussed how they were highly active with the LEPCs in their town. Ms. Eldridge agreed that the tribal community brought an exciting component to the discussion.

Ms. Buster reported that she attended the 2018 Midwest Hazmat Conference in Northbrook, Illinois. She advised that the conference was geared toward hazmat response and that she planned to encourage LEPCs to become more engaged with their local fire departments. Ms. Buster said that fire departments need information about the Tier II Manager and the facilities that stored Extremely Hazardous Substances (EHS) and Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) chemicals. Ms. Buster indicated that she planned to implement an outreach program to inform fire departments of how to locate chemicals stored in their community.

2017 Compliance Status for 2018 Funding Year—(18)

Ms. Buster reported that 81 out of 92 (88%) LEPCs have completed and submitted all 2017 funding requirements in accordance with IC 13-25-2-10.7. Ms. Buster reported that the following LEPCs were scheduled to receive funding in 2018 for meeting 2017 statutory requirements:

Adams	Grant	Miami	St. Joseph
Allen	Greene	Monroe	Steuben
Bartholomew	Hamilton	Montgomery	Sullivan
Boone	Hancock	Morgan	Switzerland
Brown	Harrison	Newton	Tippecanoe
Cass	Hendricks	Noble	Tipton
Clark	Henry	Ohio	Union
Clay	Howard	Owen	Vanderburgh
Clinton	Huntington	Parke	Vermillion
Daviess	Jackson	Perry	Vigo
Dearborn	Jasper	Pike	Wabash
Decatur	Jefferson	Porter	Warren
DeKalb	Jennings	Posey	Warrick
Delaware	Johnson	Pulaski	Washington
Dubois	Knox	Putnam	Wayne
Elkhart	Kosciusko	Randolph	Wells
Floyd	LaGrange	Ripley	White
Fountain	LaPorte	Rush	Whitley
Franklin	Lawrence	Scott	
Fulton	Madison	Shelby	
Gibson	Marion	Spencer	

Tier II Reports

Mr. Torbeck reported that during the 2018 Tier II reporting season, 5,899 annual Tier II reports were completed and the total revenue collected was currently \$599,560. See the attached SARA Report for the chart detailing the 2018 funds collected.

Advanced Searches

Ms. Roe reported that the Marion County LEPC requested an advanced search of Marion County facilities, addresses, and their corresponding Standard Industrial Classification (SIC) and the North American Industry Classification System (NAICS) codes.

Special Projects

Ms. Roe reported that staff compiled a list of gas stations in the State of Indiana. She advised that due to a change in reporting requirements for gas stations, there was confusion over reporting on supplemental chemicals that may be stored at their facilities. She indicated that the list would be sent to LEPCs to assist with determining if the gas stations need to submit a Tier II report on kerosene, propane and other chemicals on site. She further reported that staff would create a compliance letter and send it to gas stations to determine if a Tier II report was required.

Mr. Larmore reported that LEPCs should be notified in advance about staff's project. Mr. Ewusi replied that LEPCs would not need to go to gas stations, but gas stations need to be informed on the Emergency Planning and Community Right-to-know Act (EPCRA) statute that they may be subject to reporting.

Spill Reports

Ms. Roe advised that there were five (5) spills reported since the March IERC meeting. She reported that the spills occurred in Elkhart, Posey, Spencer, Grant, and Huntington Counties. She further reported that the Posey County LEPC was working with Country Mark facility, and they planned to hold their 2018 LEPC annual exercise at their facility. See attached SARA Report for complete details on the spill reports.

HMEP Grant

Ms. Buster reported that LEPCs signed a total of 33 contracts, and several contracts were fully executed, but there has not been any Request for Expenditures (RFE's) created.

Mr. Palin made a motion to approve the SARA report and seconded by Mr. Hamby. No further discussion occurred.

Roll Call Vote

Mr. Larmore —Yes	Ms. Cyrus—Yes	Mr. Greeson—Yes
Mr. Pridgen—Yes	Ms. Steadham—Yes	Mr. Bilkey—Yes
Mr. Hamby—Yes	Mr. Palin—Yes	

Motion Carried.

PUBLIC COMMENTS

Mr. Greeson opened the floor to public comments. Mr. Larmore reported that the former Indianapolis Metropolitan Police Homeland Security Chief Gary Coons passed after a battle with Parkinson's disease. No further discussion occurred.

ADJOURNMENT

Mr. Palin motioned to adjourn the meeting and was seconded by Mr. Pridgen. No further discussion occurred.

Roll Call Vote

Mr. Larmore —Yes	Ms. Cyrus—Yes	Mr. Greeson—Yes
Mr. Pridgen—Yes	Ms. Steadham—Yes	Mr. Bilkey—Yes
Mr. Hamby—Yes	Mr. Palin—Yes	

Motion Carried.

NEXT MEETING

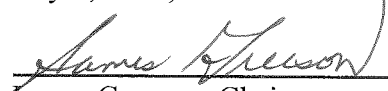
Elkhart County Sheriff's Department

Jail Training Room

26861 County Road 26

Elkhart, Indiana 46517

July 9, 2018, 1:30 PM



James Greeson, Chair

