

## Warren County LEPC Meeting Minutes 03/16/2023

**LEPC Members in Attendance:** Melissa Bour, Sydney Renner, Alyssa Hardin, Samuel Reed, Kay Vonderschmidt, Michael Hannigan, Larry Sims, Brooke Matzen, Dan Silbersack, Toni Carmichael, Matt Bear, Gary Estes, Gail Rose

<p><b>Welcome and Introductions</b></p>	<p><b>DISCUSSION/CONCLUSION:</b> Sydney Renner introduced herself and went around the room to introduce those in attendance. Because there were more members than non-members present a quorum was reached.</p>	<p><b>RECOMMENDATION/ACTION:</b>  - None</p>
<p><b>Review of Previous Meeting Minutes</b></p>	<p><b>DISCUSSION/CONCLUSION:</b> Sydney Renner reported that the previous meeting minutes were sent out to the LEPC members for review via email. The motion to approve previous meeting minutes as written was made by Brooke Matzen and seconded by Michael Hannigan. Motion passed.</p>	<p><b>RECOMMENDATION/ACTION:</b>  - None</p>
<p><b>Reports:</b></p>	<p><b>DISCUSSION/CONCLUSION:</b></p> <p><u>LEPC Coordinator Update:</u> Sydney Renner reported that she has moved to the Emergency Operations Manager position and the position for the LEPC/Grants Coordinator is now posted and hopefully will be filled soon.</p> <p>Ms. Renner also mentioned that the LEPC grant application has been submitted.</p> <p>Sydney also reported that the LEPC annual functional exercise is in the works with an aim to focus on EOC functions while working closely with the Franklin Fire Department The exercise will be held on April 12<sup>th</sup>, 2023.</p> <p><u>EMA Update:</u> Sydney Renner reported Warren &amp; Butler County EMAs are co-hosting an NWS Wilmington Weather Spotter training course held at Atrium Medical Center on March 22<sup>nd</sup>, 2023, at 6 pm.</p> <p>D4H, a virtual EOC platform, has been implemented and WCEMA will begin training and hosting exercises to use the program with county partners.</p> <p><u>SERC:</u> Sam Reed reported that the SERC meeting is scheduled for April 12<sup>th</sup>, a Teams Meeting link will be provided.</p> <p>There are 7 full-scale and functional exercises scheduled between now and June 30<sup>th</sup>, 2023. 5 of these exercises are focused on railroad derailment releases.</p>	<p><b>RECOMMENDATION/ACTION:</b>  - The Norfolk Southern training flyer will be sent out along with the meeting's minutes.</p>

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	<p>Mr. Reed also mentioned the HMEP grant deadline is March 17<sup>th</sup>, and the PUCO grant is coming up, yet to be released.</p> <p><u>Ohio EPA:</u> Toni Carmichael reported that 6 incidents have been called in since September 2022. Most of these incidents have been diesel fuel spills.</p> <p>Additionally, Ohio EPA is surveying public parks in the region to have predesignated containment booms to provide such information to first responders to expedite HazMat response.</p> <p><u>Greater Cincinnati Hazmat:</u> Brooke Matzen reported a Norfolk Southern safety training will be held on April 18, 2023, with two different time blocks.</p> <p><u>Warren County Health District:</u> Matt Bear reported that there have not been issues recently. Only 1 case of bacterial meningitis has been contained and the patient is stable.</p> <p>They have no upcoming exercises but planned a full-scale in October.</p>	
<p><b>New Business:</b></p>		
<p><b>Hazardous Materials Spills and Events in Warren County</b></p>	<p><b>DISCUSSION/CONCLUSION:</b> The full detailed list of calls in 2022 will be sent out with the meeting minutes. During the 4<sup>th</sup> quarter of 2022, there was high trends of reported smell inside buildings. Many of these cases were gas stoves left on.</p> <p>Reports for 1<sup>st</sup> quarter of 2023 and heading into the warmer months, many calls report gas line strikes. Calls of note:</p> <ul style="list-style-type: none"> <li>- Gas leak at St. Margaret of York School caused an evacuation of students due to the failure of a recent repair.</li> <li>- On February 21st, 2023, work that was being done on West Foster-Maineville Rd. caused the pavement to collapse during excavation work, damaging a gas line. The portion of the line damaged released gas for most of the day, causing some public concern.</li> </ul>	<p><b>RECOMMENDATION/ACTION:</b></p> <ul style="list-style-type: none"> <li>- Warren County EMA will promote education regarding “811 call-before-you-dig” as we move into warmer weather.</li> </ul>

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<b>Roundtable Discussion: Partner Updates</b>	<b>DISCUSSION/CONCLUSION:</b>  <b>Business:</b> No report.  <b>Hospitals:</b> Kay Vonderschmidt reported that hazmat will be practicing decontamination training outside that will involve flowing water as the weather warms. This will be performed in yellow tents and there should be no concern, as this is just training.  Question from Sheriff Larry Sims: When will hospitals discontinue mask requirements? Kay Vonderschmidt answered that most hospitals have lifted their mask mandates and require them if COVID-19 cases exceed a specific amount. She specified that some departments have always required masks such as NICUs. She also mentioned that flu season is almost officially over.  <b>Sheriff's Office:</b> Sheriff Larry Sims reported the community's concern with calling snow level emergencies in the county. He explained that individuals should be able to judge their own ability to travel in winter weather.  <b>Fire:</b> No report.  <b>Telecom:</b> No report.  <b>Red Cross:</b> Gail Rose introduced herself as the new Red Cross Damage Assessment Team (DAT) Coordinator for Butler and Warren Counties. She also shared her experience in fire and EMS background.  Ms. Rose provided a phone number (855-855-7727) for ARC and encourages anyone to call for services as soon as possible.  She emphasized that there has been resentment towards ARC for a while and aims to improve relationships with partners. ARC workers are mostly volunteers and are unable to work remotely.  Ms. Rose also mentioned that ARC can help with smoke detector installation and testing, tornado sheltering, and recent strange events of vehicles crashing into houses.	<b>RECOMMENDATION/ACTION:</b>  - None

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	<p><b>Weather Service:</b> Not Present.</p> <p><b>Commissioner's Office:</b> Not present.</p> <p><b>USEPA:</b> Not Present.</p>	
<p><b>LEPC Membership for the Term of 2023 - 2025</b></p>	<p><b>DISCUSSION/CONCLUSION:</b></p> <p>Sydney Renner reported that LEPC membership terms are due for 2023 - 2025. The LEPC also needs to do a call for nominations of Chair, Vice-Chair, and Secretary. Ms. Renner had sent out emails asking for membership nominations or requests to retain membership. A list of all nominations / requests was displayed for conversation.</p> <p>Ms. Renner stated that the representation of the following SERC required categories are still needed: Transportation, Print or Broadcast Media, and Environmental Agency. Additionally, the optional category of Legal representation is still needed.</p> <p>Additionally, Ms. Renner mentioned that once the Warren County LEPC/Grants Coordinator position was filled, they could be added to the membership list.</p> <p>Brooke Matzen recommended removing Steven Renninger as an LEPC member due to his lack of attendance at past meetings, but that he could still be invited to attend meetings.</p> <p>Sheriff Larry Sims motioned to approve the 2023 – 2025 membership list as listed below. Matt Bear seconded. Motion passed.</p> <ul style="list-style-type: none"> <li>- Communications: Melissa Bour</li> <li>- Community Group: Gail Rose</li> <li>- Elected Official: Martin Russell</li> <li>- Emergency Management: Alyssa Hardin, Sydney Renner</li> <li>- EMS / First Aid: Dennis Waldbillig</li> <li>- Environmental Agency: N/A</li> <li>- Facility Subject to ORC 3750 / Section 302 (Tier 2): Dan Silbersack, Joshua Jones, William Romaine</li> <li>- Hazmat: Brook Matzen</li> <li>- Hospital or Healthcare: Crystal Paul, Kay Vonderschmidt</li> </ul>	<p><b>RECOMMENDATION/ACTION:</b></p> <p>- Sydney Renner will reach out to partners to fulfill the representation of Transportation, Print or Broadcast Media, and Environmental Agency categories.</p>

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	<ul style="list-style-type: none"> <li>- Law Enforcement: Sheriff Larry Sims</li> <li>- Legal: N/A</li> <li>- Public Health: Matt Bear</li> <li>- Print or Broadcast Media: N/A</li> <li>- Telecommunications: Gary Estes, Paul Kindell</li> <li>- Transportation: N/A</li> <li>- Weather Service: John Franks</li> </ul> <p>Sydney Renner reported that individuals interested in serving as officers for the 2023 – 2025 term included:</p> <ul style="list-style-type: none"> <li>- Sydney Renner for Chairman</li> <li>- John Franks for Vice Chairman</li> <li>- Alyssa Hardin for Secretary.</li> </ul> <p>Brooke Matzen motioned to nominate Sydney Renner as Chair of the Warren County LEPC. Michael Hannigan seconded. Motion passed.</p> <p>She motioned to nominate John Franks as Vice-Chair of the Warren County LEPC. Michael Hannigan seconded. Motion passed.</p> <p>Brooke Matzen motioned to nominate Alyssa Hardin as Secretary of the Warren County LEPC. Michael Hannigan seconded. Motion passed.</p>	
<p><b>LEPC Education: LEPC 101</b></p>	<p><b>DISCUSSION/CONCLUSION:</b> Samuel Reed of Ohio EMA gave a presentation “LEPC 101” to refresh existing members and inform new members of the purpose and goals of the LEPC.</p> <p>After the presentation, Sydney Renner asked for recommendations for future LEPC educational topics. Ideas discussed are below.</p> <ul style="list-style-type: none"> <li>- EPA backend operations</li> <li>- Chemical Safety Board case study videos</li> </ul>	<p><b>RECOMMENDATION/ACTION:</b></p> <ul style="list-style-type: none"> <li>- The presentation slides will be sent out with the meeting minutes.</li> </ul>
<p><b>Miscellaneous Topics of Discussion</b></p>	<p>Chief Michael Hannigan asked for a summary of Tier 2 Filings for Warren County. Sydney Renner provided that as of March 16<sup>th</sup>, a total of 170 facilities filed for FY2022. There were 5 facilities who filed last year, but did not file this year. Additionally, there were 2 first time filers.</p> <p>Brooke Matzen inquired about the system Warren County utilizes to maintain the Tier 2 Filings. Sydney Renner shared that Warren County uses E-Plan. All Fire Chiefs should have access to E-Plan, and if not should reach out to Ms. Renner to set up an account. Ms. Matzen asked if GC Hazmat could have access, and Ms. Renner said they could.</p>	<ul style="list-style-type: none"> <li>- Sydney Renner will provide a summary of Tier 2 Filings along with the meeting minutes.</li> <li>- Sydney Renner will provide GC Hazmat with access to E-Plan.</li> <li>- Sydney Renner and Gary Estes will set up a file sharing platform and share it with the LEPC.</li> <li>- Sydney Renner will share Hamilton County’s Commodity Flow Study.</li> </ul>

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	<p>Samuel Reed mentioned that the “Wiser” app is no longer being supported. If you already have the app, it will stay available for use, but it will no longer receive updates. Additionally, he mentioned that the Google Maps layer in CAMEO needs updated.</p> <p>Matt Bear asked if a file-sharing drive could be set up for LEPC members to access / view documents, studies, training flyers, etc. to assist with communication and situational awareness. Sydney Renner will work with Gary Estes to set up a platform and share it with the rest of the LEPC.</p> <p>Chief Michael Hannigan inquired when the last time Warren County had a commodity flow study done. Brooke Matzen shared that it has been a few years, possibly 5-10 years ago. Samuel Reed stated that Hamilton County completed one last year, and Butler County just applied for HMEP funds to complete one. Through the discussion, it was shared that the LEPC may have an interest in completing a commodity flow study in the future.</p> <p>Gail Rose mentioned participation in MSDS/Fire Inspections. Additionally, she mentioned observing trains while at railroad crossings, to see what materials are traveling through the county. Stated that this is good way to do quick training and help maintain situational awareness.</p>	
<b>Next LEPC Meeting</b>	September 16 <sup>th</sup> , 2023 at 1:30 pm	
<b>Adjourn</b>	Motion to adjourn was made by Matt Bear. Seconded by Brooke Matzen. Meeting Adjourned.	