

Warren County LEPC Meeting Minutes 09/14/2023

LEPC Members in Attendance: Sydney Renner, Alyssa Hardin, Frances Ficke, Kay Vonderschmidt, Michael Hannigan, Brooke Matzen, Paul Kindell, Sam Reed, Gail Rose, Bill Romaine, Gary Langdon, Matt Bear

<p>Welcome and Introductions</p>	<p>DISCUSSION/CONCLUSION:</p> <p>Frances Ficke 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>RECOMMENDATION/ACTION:</p> <p>- None</p>
<p>Review of Previous Meeting Minutes</p>	<p>DISCUSSION/CONCLUSION:</p> <p>Frances Ficke 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 Sydney Renner. Motion passed.</p>	<p>RECOMMENDATION/ACTION:</p> <p>- None</p>
<p>Reports:</p>	<p>DISCUSSION/CONCLUSION:</p> <p><u>LEPC Coordinator Update:</u> France Ficke reported that the site visit program is coming along and should be rolled out around 1st quarter of 2024. Bill Romaine has volunteered to be the test run for this program.</p> <p><u>Warren County EMA Update:</u> Sydney Renner reported upcoming trainings hosted by Warren County EMA.</p> <ul style="list-style-type: none"> - OH-139 Exercise Design & Evaluation: Sept. 19-21, 2023 (520 Justice Dr, Lebanon Ohio 45036, Warren County EOC) - G300 Intermediate ICS: Oct. 2-3, 2023 (4420 N Mason Montgomery Rd, Mason, Ohio 45040) - G400 Advanced ICS: Nov. 6-7, 2023 (4420 N Mason Montgomery Rd, Mason, Ohio 45040) <p>Chief Hannigan inquired if these trainings had been sent out to Chiefs. Ms. Renner reported that they had been, but it had been a while and would send them out again.</p> <p>Ms. Renner reported that WCEMA has been busy with public outreach events, such as National Night Out, an Emergency Preparedness Expo, and will be attending a Boy Scout Camporee to aid them earning the emergency preparedness merit badge. Additionally, WCEMA will be returning to Little Miami Schools for safety week grades PreK-3 and continue working with the Warren County Career Center Criminal Justice program this year.</p>	<p>RECOMMENDATION/ACTION:</p> <p>- Trainings hosted by WCEMA are available for enrolment on the ODPS Training Campus site: https://odpstrainingcampus.coursemiller.com/cmui/#/login</p> <p>- Sydney Renner will send out G300 and G400 courses out to Chiefs.</p>

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Additionally, WCEMA updated their Chief's Guide per a request on what to do during extreme temperatures, such as opening cooling centers. This guide was streamlined from what had previously been written to be more convenient and helpful to chiefs.

Lastly, WCEMA is also working on updating the technical capabilities of the EOC as some of the technology is beginning to reach its end of life. The ETA for the completion of upgrades is 2025.

SERC:

Sam Reed reported that there will be a virtual SERC meeting on Oct. 11 and Oct. 26 is the virtual LEPC fall conference, with topics including commodity flow studies and site assistance visits.

Mr. Reed also reported that the updated hazardous materials plan crosswalk has been completed. LEPC's will need to start utilizing the updated crosswalk next year. All LEPC chairmen should already have it.

Additionally, LEPC checks have been sent via mail, please contact Jeff Beattie if you do not receive them.

Mr. Reed reported that 4 LEPC exercises have already been scheduled for the upcoming exercise year, including Greene, Shelby, Highland, and Fayette.

Lastly, the regional EPCRA will not meet in October because of the fall LEPC conference.

Ohio EPA:
Not present.

Greater Cincinnati Hazmat:

Brooke Matzen reported they are co-hosting a training related to lithium-ion batteries emergency response. This training is 1 day in length and will be offered multiple times over a 3 day span so agencies are able to choose the offering that best fits their schedules.

Additionally, Ms. Matzen reported that Command 400 will be out at Oktoberfest and unavailable until Monday (Sept. 18th). Ms. Matzen suggests calling Fairfield if needed.

Warren County Health District:

Matt Bear reported that a statewide exercise will be held by the Ohio Department of Health in mid-October. The exercise will focus on the shipping of countermeasures to regional drop sites.

- The 2023 Annual LEPC Conference will be held on October 26th virtually from 8:30 AM – 12:15 PM. The link for the conference is below:
https://teams.microsoft.com/join/19%3ameeting_MzkwYjl4YzltOTl0My00MzA3LTkzYzAtNDcxNDE1YjlmODZl%40thread.v2/0?context=%7b%22Tid%22%3a%2250f8fcc4-94d8-4f07-84eb-36ed57c7c8a2%22%2c%22Oid%22%3a%224644877b-f46d-4fe0-bf62-5fac3c9043b7%22%7d

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	<p>Mr. Bear also reported that the Health District is continuing to work on bringing the “Stop the Bleed” program to Warren County. With this program the goal is to incorporate emergency planning / training to organizations, they are working on obtaining additional funding to purchase more kits before rolling this out.</p>	
<p>New Business:</p>		
<p>Hazardous Materials Spills and Events in Warren County</p>	<p>DISCUSSION/CONCLUSION:</p> <p>2023 (partial) 3rd Qtr. Hazmat Spills & Events Reports.</p> <p>Calls of Note:</p> <ul style="list-style-type: none"> - Multiple gas line strikes due to digging. <p>Sydney Renner reported that when Warren County EMA was at the Emergency Preparedness Expo on Saturday (Sept. 9th), they talked to many about calling 811 before digging and explaining the importance of doing so.</p>	<p>RECOMMENDATION/ACTION:</p> <ul style="list-style-type: none"> - Continue to spread awareness about the importance of calling before you dig, 811.
<p>Roundtable Discussion: Partner Updates</p>	<p>DISCUSSION/CONCLUSION:</p> <p>Business: Bill Romaine from L3 Harris reported that they are performing initial evaluations and additionally offered his company to be tested for the WCEMA site visit program.</p> <p>Commissioner’s Office: Not present.</p> <p>Fire Department: No report.</p> <p>Hospitals: Kay Vonderschmidt reported that ODH granted chemicals as this year’s exercise topic. They are planning a tabletop and then a full-scale exercise. Ms. Vonderschmidt has suggested for hospitals to partner with their local LEPCs, potentially making the exercises regionally collaborative.</p> <p>Red Cross: Gail Rose reported they had recently been receiving more calls requesting canteening operations at fire scenes.</p>	<p>RECOMMENDATION/ACTION:</p>

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	<p>Ms. Rose stated that she is currently away but available via phone or email. She will be back after October 3rd, unless she gets deployed due to the Atlantic Ocean hurricanes.</p> <p>Sam Reed asked a question to Ms. Rose - Have there been any discussions regionally about the Red Cross chapters moving up north for the eclipse? Ms. Rose responded there are no plans currently to move, but she would hand this question off to the state Red Cross. Mr. Reed requested that he be contacted by a Red Cross representative regarding the eclipse.</p> <p>Sheriff's Office: Not present.</p> <p>Solid Waste: Not present.</p> <p>Telecom: No report.</p> <p>Transportation: No report.</p> <p>US/Ohio EPA: Not present.</p> <p>Weather Service: Not present.</p>	<ul style="list-style-type: none"> - Gail Rose will forward the inquiry about Red Cross aid in northern Ohio counties during the April eclipse to the state level representatives for Red Cross. Ms. Rose will also share Mr. Reed's contact information (soreed@dops.ohio.gov) with these representatives to aid in eclipse coordination.
<p>LEPC Exercise 2024</p>	<p>DISCUSSION/CONCLUSION:</p> <p>Frances Ficke reported that an LEPC tabletop exercise will be scheduled for 2024. Currently, looking at potentially hosting the TTX in late April or early May (around the eclipse and based on other regional exercises). Ms. Ficke reported that if anyone is interested in serving on the planning committee to let her know, as she will be scheduling the first meeting before the end of year. Brooke Matzen offered herself and Dennis Waldbillig from GCHMU, as well as Chief Hannigan from Franklin Twp Fire to be on the committee. Sam Reed stated he will be available to assist the committee if any questions arose.</p> <p>Sydney Renner stated that while the LEPC still need to complete a full-scale exercise for the current exercise cycle, Frances is new to the role, and the plan is to work up to a full scale by first doing the tabletop exercise.</p>	<p>RECOMMENDATION/ACTION:</p> <ul style="list-style-type: none"> - Contact Frances Ficke (frances.ficke@wcoh.net) if there is interest in participating in the planning committee for the next LEPC tabletop exercise.

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	<p>Additionally, Ms. Ficke reported that there is not a current scenario or jurisdiction selected for the exercise. If anyone has preferences or suggestions, please let Ms. Ficke know.</p>	
HazMat Plan	<p>DISCUSSION/CONCLUSION:</p> <p>Frances Ficke summarized the updates made to the HazMat Plan, and the review meetings. Ms. Ficke mentioned that no additional edits had been made to the plan since the final version was emailed out to the LEPC and Fire Chiefs for review.</p> <p>Ms. Ficke asked the LEPC if there was any additional discussion or edits to review before moving to vote on the adoption of the plan. The LEPC had no further comments.</p> <p>Chief Hannigan motioned to adopt the updated <i>Warren County EOP Hazardous Materials Annex: Chemical Emergency Response & Preparedness Plan</i>. Brooke Matzen seconded. Motion passed.</p> <p>Ms. Ficke reported now that the LEPC has officially adopted the updated HaMat Plan through vote, she will send the Plan to the Commissioners to pass through resolution. Afterwards, Ms. Ficke will submit the Plan and corresponding documentation to the SERC.</p>	<p>RECOMMENDATION/ACTION:</p> <p>- Frances Ficke will submit the updated HazMat Plan for commissioner resolution and then will send it to the SERC.</p>
Miscellaneous Topics of Discussion	<p>DISCUSSION/CONCLUSION:</p> <p>Frances Ficke reported the schedule of LEPC meetings for 2024 as follows:</p> <ul style="list-style-type: none"> - January 18th, 2024 - May 16th, 2024 - September 19th, 2024 <p>Calendar invites will be sent out as placeholders for these meeting dates following today's meeting.</p> <p>Additionally, a reminder that these meeting minutes as well as other documents from today's meeting can be found on the LEPC's ShareFile.</p>	<p>RECOMMENDATION/ACTION:</p> <p>- Frances Ficke will send out 2024 calendar meetings.</p> <p>- LEPC ShareFile link: https://warrencountytelecommunications.ShareFile.com/home/shared/fo95da5c-a3f3-4fcb-8a5c-38cfb8746dc9</p>
Next LEPC Meeting	Next meeting is January 18 th , 2024, at 1:30 pm	
Adjourn	Motion to adjourn was made by Chief Hannigan. Seconded by Brooke Matzen. Meeting adjourned at 1:56 pm	