

**Darke County LEPC Minutes
March 16, 2010**

This meeting of the Board Members of the Darke County LEPC was called to order at the office of Darke County Office of Homeland Security & Emergency Management at 10:02 am by Chairman Mike Rhoades. Mindy Saylor took roll call. The minutes of December 15, 2009 meeting were presented for review. A couple of corrections were noted: page 3 spelling of Heather Garbig's name and also on page 3, under Pam Garlands report change to "MV Transportation." Heather Garbig made a motion to accept the minutes with the corrections, Pam Garland 2nd the motion, all in favor, motion passed, minutes accepted.

Treasurer's report:

- Treasurer Mark Wolf was absent so Mindy Saylor gave this report. Balance as of February 28, 2010 was \$60,170.22. Each member was given a detailed print out of the LEPC fund along with a copy of the 2010 Budget. Jim Crawford made a motion to accept the treasurer's report, Heather Garbig 2nd that motion, all in favor, motion passed, and Treasurer's report accepted.

Coordinator's report: Rick Lee

- HazMat training attached

Melody's Report: (given by Rick Lee, Melody on sick leave)

SERC Reporting

An LEPC Tracking sheet has been developed to make it easier to track information and requested occurring throughout the year. This information will make it easier and more efficient to complete and submitted the SERC County LEPC Compliance Report.

On December 12, 2009, requested Revenue List from the State which was received on December 28, 2009. Was received it was compared to internal records indicating payment. There were 9 facilities that were not on the revenue list but are on file in CAMEO (of which some have included copies of checks and fee worksheet), and there were 5 facilities on the list that were either not in CAMEO or were negative filers and therefore not required to pay. The State list has not been updated/audited well (ie name changes etc) therefore there is no way to be absolutely certain if facilities did not pay. As a corrective action, facilities will continue to be requested to send a copy of the fee worksheet and the check to help fix this gap in the reporting process.

Two mass mailings were conducted (170 each); one for reporting reminder and one for notification of LEPC Workshop. The mailing list was compiled using CAMEO data and the Chamber of Commerce Business Listing. These mailings generated a lot of phone call from potential filers as well as current filers. Additionally, media releases were generated for both activities.

On January 28, 2009, an LEPC Workshop was conducted. There were 25 people in attendance. Additionally, at their request, this material was shared with Hamilton and Clark counties.

2009 CAMEO database information is being cross referenced with individual fire department information. Following the sanitation of the data, master CDs will be generated and distributed to each Fire Department.

Receipt of SARA III filing for report year 2009; filing year 2010 has begun. February months end, reporting summary: 98 facilities have reported, 14 of which are new (5 HC; 9 Negative). It is estimated that there are 62 outstanding reporting facilities.

Non-HMEP Site Visits/Inspections

On February 19, 2010, I conducted a site visit of Creative Cabinets, Arcanum facility. The purpose of the visit was to assist in determining the reporting status of the facility and to assist with associated reporting forms.

Public Information Requests

Two requests for information were received from PSI Engineering in support of their Phase I activities for properties located in Ansonia and New Madison.

Training/Seminars/Conferences Attended

- Completed independent study (IS-120A, and IS-130) in preparation of HSEEP L-146 Class.
- February 16-18 Attended Homeland Security Exercise Evaluation Program (HSEEP) training at OEMA office in Columbus.
- On February 20, 2010, attended Amateur Radio Tech Class

EMA/LEPC Training Conducted/Planned:

Currently in the process of planning and exercise on May 22, 2010. As part of the planning process, an Exercise Design Team has been established. Members of the team include: Chief Butts, Greenville PD, Shawn Brandenburg, Greenville City FD/HazMat, Cheryl Batten, BASF, Mark Dotson, Greenville Area Rescue, and Heather Garbig, The Andersons. An "Initial Planning" meeting has been scheduled for March 11th at 1:00PM.

Public Out Reach/Partnering

- Continue partnering in support of Citizen Corps (Volunteer Network, and CERT). ARC, HandsOn, RSVP, Health Dept, United Way
- Coroners Office – transfer of expired cartridges
- Greenville PD on Fit Testing – Scheduled for 3/12/10.
- RSVP – Stuff enveloped for mailings.
- Sent Chief Wolf copy of VRC Plan as requested for City planning reference.

Old Business:

- Annual Hazardous Chemical Tabletop Exercise will be held on 5/22/10 at 8:00 am at the EMA Office.
- Narrowbanding – Expected total funds needed just for first responders in the county will be around \$200,000. A county grant is being applied for that could assist with some of these expenses.

New Business:

- The 17th Year HMEP Funding awards have been received – Planning \$5,316, Training \$7,065 and Special Inspection \$1,800

Citizen Corps - Melody Lucas (given by Rick Lee, Melody on sick leave)

- MOU still pending between EMA and HandsOn regarding staffing of VRC
- CERT Team –EMA/CERT is partnered with the local Amateur Radio Operators in conducting a level 1 technicians/operator's course. This training was conducted on February 20, 2010. Supplies were paid for through in the Citizen Corps grant.
- CERT members continue to meeting monthly. A 2010 Calendar is in the process of revision. Training items on schedule included: Spotter Training, observing S&R Drill, HazMat Awareness Refresher, Damage Assessment, Mass Care/Mass Feeding, and Shelter Operations
- CERT group continued to assist Health Dept by volunteering at Flu Clinic.
- In process of procuring equipment for CERT Team to be paid out of CC Grant.
- Tentative CERT 20 hour course to be held in May or September (postpone from April due to class room availability).

MRC – Dennis Wein (phoned in to Mindy Saylor)

- January meeting was a tour of the Career Tech Center at Greenville High School. Non-medical volunteers were trained to take vitals by the medical volunteers.
- February they toured Wayne Hospital
- April is set to include the annual volunteer banquet scheduled for 4/20/10 in conjunction with National Volunteer Appreciation Week, 4/18/10-4/20/10.

Members Comments:

- Heather Garbig – Anderson's preparing for shutdown at the end of the month after a quiet winter.
- Scott Brewer – Pikeville project should be completed in the next 2 weeks. ODOT estimates the expenses from all the snow events this winter at about 2 million and he thanked everyone for their help.
- Leroy Murphy – Whirlpool is busy and have temporary employees back.
- Tammy Beanblossom – Wayne Hospital has changed their name to Wayne HealthCare. The new addition opened in March with the first day being very busy. The transformation of the old ED to a woman's health care center begins 3/16/10.
- Dr. Moore – Darke County Mental Health has seen some staff retirements and some additional staff has been hired. Upper Valley Medical has closed their mental health facility and Darke County is adding Miami County to the outreach programs.
- Cheryl Batten – BASF has hired 2 employees with plans to hire 4 more before summer. They are operating on a 5 day work week. Employee hazmat technician training is 70% complete and the plan is for a 50 hour confined space training which will be offered to some hazmat team members.
- Dave Jennings – FPE still slow, running 2 shifts with some new business.
- Pam Garland – Transit is hiring part-time drivers and are very busy. They have updated all the emergency plans. They now are part of MV Transportation, which has 7 other systems in the area meaning there could be additional vehicles in case of an emergency. Greenville City Fire Dept is looking at adding an antenna to their tower.
- Lynne Gump – Red Cross is looking for the new recommendations for CPR training this fall. They will be hosting a "Happy Hour" CPR course at the Bistro Off Broadway on 4/1/10 from 5:30 – 9:00 pm. This is a traditional CPR class in a non-traditional setting.

- Roger VanFrank – Parks had a very busy winter. The maple syrup festival was held a week ago. There is a part-time position available for a Naturalist with more information on their website. The first mile of the bike trail is getting approval in Columbus with hopes to be bidding it by the end of March. The first project will be from Gettysburg to Bradford and they are working to complete a 10 year plan by the end of August.
- Mindy Saylor – Reminded everyone of Spring Severe Weather Awareness Week March 21 – 27, 2010 is a good time to take a look at your emergency weather plans both at home and work.
- Mike Rhoades – Encouraged everyone to complete their census information, it is very important to our local funding.
- Jerry McEldowney – Midmark (submitted via email) - Business condition appears to be steady but has slowed some. Midmark recently moved 14 employees from temporary status to full time status. In February, Midmark added a contract nurse to the HR Team. Our nurse will be on-site 3-days a week to start. An enhanced first aid clinic will also be added later this year.

Meeting adjourned.

Rick Lee

Mindy Saylor