

Clermont County Local Emergency Planning Committee

Meeting Minutes July 21, 2016

Attendees: Karen Alsip, Mark Baird, Bonna Bauer, Paul Braasch, Phil Clayton, Mark Day, Dale Farmer, Lisa Gatwood, Pam Haverkos, Tim Kelly, John Kiskaden, Carl Lamping, Bill Lohner, Brooke Matzen, Jeannette Nichols, Melinda Payne, Mark Planck, Kevin Riley, Shawn Riley, Laurie Schlueter, Karl Schultz, Maalinii Vijayan and Kathleen Williams.

Topic	Discussion	Action Items
Call to Order	The meeting began at 1:37 p.m. with the Pledge of Allegiance and Introductions.	
Approval of the Minutes	A motion was made by Paul Braasch and seconded by Brooke Matzen to adopt the minutes of the September 17, 2015 and April 28, 2016 meetings. The motion passed.	
Ongoing Business		
Spills	No spills were reported since April 28, 2016.	
Information Requests	EMA received three (3) information requests since April 28, 2016.	
Tier II Reports	<p>The 2015 Tier II Reports were due to the LEPC by March 1, 2016.</p> <ul style="list-style-type: none"> • EHS Filers: 33 includes 4 first time filers and 3 government agencies • HS Files: 48 • Total Filers to Date: 81 	
Hazardous Material Response Plan Update (ESF 10)	The annual Hazardous Material Plan Update is due on or before 10/17/16. A brief overview of the plan will be provided later in the meeting. The updated Plan will be submitted for adoption at the September 22 nd , 2016 LEPC quarterly meeting.	
Annual LEPC Exercise Requirement	<p>The 2016 LEPC Functional Exercise was completed on January 14, 2016, which tested the Emergency Operation Center.</p> <p>We are in our final year of the four-year exercise cycle. The 2017 LEPC exercise will be a tabletop. Miami Township has volunteered to test their backup Emergency Operation Center. We have flexibility on the design of the exercise, since we have tested all required objectives in previous exercises/real-world incidents. We will test 3 objectives in the tabletop.</p>	
Membership	<p>An application for appointment of Jeannette Nichols, Clermont County Prosecutor, for the replacement of Joseph Palmer, was accepted for LEPC membership.</p> <p>A motion was made by Pam Haverkos and seconded by Mark Day to accept the application for membership to the LEPC for Jeannette Nichols (Other - Attorney). The motion passed.</p>	<ul style="list-style-type: none"> ○ EMA will prepare the paperwork for submittal of the application to the BCC for their approval.
Budget	A copy of the budget is attached to the minutes.	
Hazardous Material Emergency Preparedness	The current grant period is October 1, 2015 through September 30, 2016; The grant requires the LEPC to have a memorandum of understanding with the County EMA to authorize the EMA to apply for the HMEP on behalf of the LEPC.	

(HMEP) Grant	The Fire Departments are eligible to apply for training funds through the HMEP independent of EMA and the LEPC. The grant period for the 2015-2016 year expires on September 30, 2016.																																																																																																
State Emergency Response Commission Grant	<p>The FY16 SERC grant period was July 1, 2015 through June 30, 2016. All financial reports were submitted to close out this grant.</p> <p>The FY17 SERC grant period is July 1, 2016 through June 30, 2017. The County will receive \$20,056.03. The funds are due to be received sometime in August.</p>																																																																																																
FY15 State Homeland Security Program (SHSP) Grant	Ten projects were funded. This Grant performance period ends March 31, 2018.	<table border="1"> <thead> <tr> <th>Project</th> <th>Est. Cost</th> <th>Administrative Agency</th> </tr> </thead> <tbody> <tr><td>1. Regional Exercise</td><td>\$50,000.00</td><td>HC EMA</td></tr> <tr><td>2. HC USAR</td><td>\$75,000.00</td><td>HC EMA</td></tr> <tr><td>3. Regional HazMat</td><td>\$76,278.00</td><td>HC EMA</td></tr> <tr><td>4. Bomb Units – Sustainment</td><td>\$120,000.00</td><td>HC EMA</td></tr> <tr><td>5. Bomb K-9</td><td>\$20,000.00</td><td>HC EMA</td></tr> <tr><td>6. CFD Tech Rescue</td><td>\$75,000.00</td><td>HC EMA</td></tr> <tr><td>7. MCI / Decon Sustainment</td><td>\$19,648.00</td><td>HC EMA</td></tr> <tr><td>8. HCFA Mobile Command</td><td>\$8,755.00</td><td>HC EMA</td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td>9. Water/Dive</td><td>\$51,930.00</td><td>BC EMA</td></tr> <tr><td>10. Butler/Warren Tech Rescue</td><td>\$14,500.00</td><td>BC EMA</td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td>Total Approved:</td><td>\$511,111.00</td><td> </td></tr> </tbody> </table>	Project	Est. Cost	Administrative Agency	1. Regional Exercise	\$50,000.00	HC EMA	2. HC USAR	\$75,000.00	HC EMA	3. Regional HazMat	\$76,278.00	HC EMA	4. Bomb Units – Sustainment	\$120,000.00	HC EMA	5. Bomb K-9	\$20,000.00	HC EMA	6. CFD Tech Rescue	\$75,000.00	HC EMA	7. MCI / Decon Sustainment	\$19,648.00	HC EMA	8. HCFA Mobile Command	\$8,755.00	HC EMA				9. Water/Dive	\$51,930.00	BC EMA	10. Butler/Warren Tech Rescue	\$14,500.00	BC EMA				Total Approved:	\$511,111.00																																																						
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FY16 State Homeland Security Program (SHSP) Grant	<p>The FY16 SHSP grant period is September 1, 2016 through February 28, 2019. The southwest region has been awarded \$535,032.93. Ohio EMA changed the application process for the FY16 SHSP Grant. Each region was required to establish a committee to oversee the funds and identify a single fiscal agent. The committee is also responsible for reviewing and prioritizing all funding requests. The EMA Directors of all eight counties in the southwest region (Adams, Butler, Brown, Clermont, Clinton, Hamilton, Highland and Warren) provided letters of support appointing Hamilton County EMA as the fiscal agent.</p> <p>The committee reviewed all applications submitted and ranked those projects by priority. There were twelve projects that selected as Tier I. The projects are still under review by Ohio EMA Grants Branch.</p>	<table border="1"> <caption>FY16 SHSP - Projects</caption> <thead> <tr> <th>Tier</th> <th>Priority</th> <th>Grant Application Name</th> <th>Amount</th> <th>Ranking</th> </tr> </thead> <tbody> <tr><td>1</td><td>1</td><td>Raven 911</td><td>\$ 44,216.00</td><td>3.33</td></tr> <tr><td>1</td><td>2</td><td>Regional Homeland Security Strategy</td><td>\$ 125,000.93</td><td>3.50</td></tr> <tr><td>1</td><td>3</td><td>IPAWS</td><td>\$ 27,300.00</td><td>4.50</td></tr> <tr><td>1</td><td>4</td><td>Command 400</td><td>\$ 4,110.00</td><td>5.17</td></tr> <tr><td>1</td><td>5</td><td>WebEOC</td><td>\$ 40,000.00</td><td>6.33</td></tr> <tr><td>1</td><td>6</td><td>IMT</td><td>\$ 17,950.00</td><td>7.00</td></tr> <tr><td>1</td><td>7</td><td>USAR</td><td>\$ 70,000.00</td><td>7.17</td></tr> <tr><td>1</td><td>8</td><td>Mass Casualty Sustainment</td><td>\$ 14,014.00</td><td>7.67</td></tr> <tr><td>1</td><td>9</td><td>X-Ray for EOD*</td><td>\$ 120,000.00</td><td>8.17</td></tr> <tr><td>1</td><td>10</td><td>CFD Hazmat</td><td>\$ 55,000.00</td><td>8.33</td></tr> <tr><td>1</td><td>11</td><td>GCHMU</td><td>\$ 3,012.00</td><td>9.50</td></tr> <tr><td>1</td><td>12</td><td>BC Hazmat</td><td>\$ 14,430.00</td><td>9.83</td></tr> <tr><td> </td><td> </td><td> </td><td>\$ 535,032.93</td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td>2</td><td>13</td><td>BC Bomb Squad</td><td>\$ 58,000.00</td><td>10.50</td></tr> <tr><td>2</td><td>14</td><td>Portable License Plate Reader</td><td>\$ 41,200.00</td><td>13.67</td></tr> <tr><td>2</td><td>15</td><td>Homegrown Violent Extremist Analyst</td><td>\$ 62,257.48</td><td>14.60</td></tr> <tr><td> </td><td> </td><td> </td><td>\$ 161,457.48</td><td> </td></tr> </tbody> </table>	Tier	Priority	Grant Application Name	Amount	Ranking	1	1	Raven 911	\$ 44,216.00	3.33	1	2	Regional Homeland Security Strategy	\$ 125,000.93	3.50	1	3	IPAWS	\$ 27,300.00	4.50	1	4	Command 400	\$ 4,110.00	5.17	1	5	WebEOC	\$ 40,000.00	6.33	1	6	IMT	\$ 17,950.00	7.00	1	7	USAR	\$ 70,000.00	7.17	1	8	Mass Casualty Sustainment	\$ 14,014.00	7.67	1	9	X-Ray for EOD*	\$ 120,000.00	8.17	1	10	CFD Hazmat	\$ 55,000.00	8.33	1	11	GCHMU	\$ 3,012.00	9.50	1	12	BC Hazmat	\$ 14,430.00	9.83				\$ 535,032.93							2	13	BC Bomb Squad	\$ 58,000.00	10.50	2	14	Portable License Plate Reader	\$ 41,200.00	13.67	2	15	Homegrown Violent Extremist Analyst	\$ 62,257.48	14.60				\$ 161,457.48	
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New Business		
LEPC – EMA Memorandum of Agreement	<p>In order to be eligible to apply for the HMEP grant the LEPC must have a memorandum of agreement between the LEPC and the EMA. The MOU outlines the duties the EMA fulfills on behalf of the LEPC. The MOU does not change how the LEPC funding is administered. LEPC funds will still be tracked separately from the EMA funds.</p> <p>The Fire Chiefs’ Alliance voiced concerns that the third paragraph of the agreement took away decision making powers or statutory requirements of the LEPC and gave them to the EMA.</p> <p>EMA will work with the Clermont County Prosecuting Attorney’s Office to review the language. The MOU was tabled until the next meeting.</p>	<ul style="list-style-type: none"> ○ EMA will work with the Prosecutor’s Office for clarification on the Agreement. ○ Item will be added to the September agenda.
Presentations		
Public Health Plan	Maalini Vijayan, Emergency Response Coordinator with Clermont County Public Health, provided an annual review of the Mass Prophylaxis Plan including the Points of Dispensing (POD) and Strategic National Stockpile (SNS) Plans. A copy of the Presentation is attached.	
HazMat Plan	<p>Pam Haverkos provided a brief overview of the HazMat Plan Update. The primary changes will be in Tab A through Tab L. Tab A: EHS Hazard Vulnerability Analysis will be updated to include four (4) new EHS facilities and other changes as required. Tab B has been updated, which identifies all HS facilities in Clermont County. Updates will be made, where necessary, throughout Tab C through Tab L.</p> <p>Any comments and/or recommended changes should be forwarded no later than September 9, 2016 to clermontema@clermontcountyohio.gov.</p>	<ul style="list-style-type: none"> ○ Item will be added to the September agenda.
Department Reports		
Department of Public Safety Services	Clermont County will be adding two (2) additional tower sites, an existing one in Miami Township and a new tower to be installed in Wayne Township. These will include VHF paging.	
EMA Report	<p>The Ohio EMA will be completing a review of the County EOP. A preliminary meeting is scheduled for the end of August. EMA may reach out to the disciplines for assistance with the plan update.</p> <p>The 2016 Emergency Response Guidebooks (ERGs) have been distributed to the fire and law enforcement agencies. If you would like an ERG, let EMA know.</p>	

	Melinda Payne, System Analyst/WebEOC Administrator, is working on a new EMA website, which may be uploaded as early as next week. If anyone has information that they would like included on the website, please contact Melinda Payne at mpayne@clermontcountyohio.gov or call 513-735-8621.	
Office of Public Information	OPI provided virtual support for the Republican National Convention, held July 18 to 21, 2016 in Cleveland. This included monitoring of social media.	
Clermont Transportation Connection	CTC is in need of vehicle operators (bus drivers), both CDL and non-CDL. If interested, contact CTC or apply online on the County website.	
Ohio EMA	<p>HazMat Plans are due October 17, 2016. The State is evaluating electronic reporting software to streamline Tier II reporting.</p> <p>Upcoming SERC exercises include a tabletop exercise in Butler County and a full scale exercise in Miami County.</p> <p>The state activated the EOC for the NAACP Convention, held July 16 to 20, 2016 in Cincinnati, and the Republican National Convention, held July 18 to 21, 2016 in Cleveland.</p>	
Next Meeting	The next meeting will be September 22, 2016 at 1:30 p.m. in the Emergency Operation Center. If anyone is interested in presenting at the next meeting, please contact EMA.	
Adjournment	A motion was made by Pam Haverkos and seconded by Brooke Matzen to adjourn the meeting. The motion passed and the meeting was adjourned at 2:55 p.m.	