

## Clermont County Local Emergency Planning Committee

### Meeting Minutes September 22, 2016

Attendees: Rob Alfieri, Dwight Culbertson, Phil Clayton, Mark Day, Dale Farmer, Lisa Gatwood, Pam Haverkos, Paul Kamphaus, Tim Kelly, John Kiskaden, Carl Lamping, Brooke Matzen, Jeannette Nichols, Shawn Riley, Laurie Schlueter, John Thebout, Robert Wagner, Bob Welch, and Kathleen Williams.

Topic	Discussion	Action Items
<b>Call to Order</b>	The meeting began at 1:40 p.m. with the Pledge of Allegiance and Introductions.	
<b>Approval of the Minutes</b>	A motion was made by Mark Day and seconded by Jeanette Nichols to adopt the minutes of the July 21, 2016 meetings. The motion passed.	
<b>Ongoing Business</b>		
Spills	One spill was reported since July 21, 2016. A transformer leak in August in Union Township. No other spills were reported.	
Information Requests	EMA received one (1) information request since July 21, 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"> <li>• EHS Filers: 34 includes 4 first time filers and 3 government agencies</li> <li>• HS Files: 47</li> <li>• Total Filers: 81</li> </ul> <p>EMA Staff will be working to send out Tier II reporting requirements to all of the Water and Waste Water Utilities to ensure that they are meeting the reporting requirements.</p>	<ul style="list-style-type: none"> <li>○ EMA will send out letters to local water and sewer companies regarding Tier II requirements.</li> </ul>
LEPC – EMA Memorandum of Agreement	<p>In order to be eligible for certain Grants, the LEPC must have an agreement between the LEPC and EMA outlining that EMA is working on behalf of the LEPC.</p> <p>At the July 21, 2016 meeting, the Fire Chiefs’ Alliance voiced concerns that the third paragraph of the agreement took away decision making authority of the LEPC and gave them to the EMA. The item was tabled until the September meeting. Jeannette Nichols from the Clermont County Prosecutor’s Office researched and found that ORC 3751.03 (E)(4) very clearly states that any agreement that the LEPC executes does not take away any authority or decision making power granted to it under this statute. A copy of her email was sent out to the members prior to the meeting.</p> <p>The Fire Chief’s Alliance was still concerned that this agreement would allow the EMA to move funds without LEPC approval. The Alliance stated that the agreement would be acceptable with them as long as it were not for longer than a thirty-six (36) month period. The agreement was written for a two (2) year period and is renewable every two (2) years as long as the LEPC and Board of Commissioners agree.</p>	<ul style="list-style-type: none"> <li>○ EMA will work with Board of County Commissioners to execute the Agreement.</li> </ul>

	<p>A motion was made by Jeanette Nichols and seconded by Carl Lamping to move forward with having the Agreement between the LEPC and the BCC executed. The motion passed.</p> <p>The Agreement will be effective from September 1, 2016 through August 31, 2018.</p>																																								
Hazardous Material Response Plan Update (ESF 10)	<p>The annual Hazardous Material Plan Update is due on or before 10/17/16.</p> <p>There were no changes or comments submitted by the members.</p> <p>A motion was made by Jeannette Nichols and seconded by Brooke Matzen to approve and submit the Hazardous Material Plan Update for 2016. The motion passed.</p>																																								
<b>Budget</b>	A copy of the 2016 & 2017 LEPC budget is attached.																																								
State Emergency Response Commission Grant	The FY17 SERC grant period is July 1, 2016 through June 30, 2017. The County received \$20,056.03 on August 8, 2016.																																								
FY15 State Homeland Security Program (SHSP) Grant	<p>Ten projects were funded. This Grant performance period ends March 31, 2018.</p> <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><b>Total Approved:</b></td> <td><b>\$511,111.00</b></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	<b>Total Approved:</b>	<b>\$511,111.00</b>		
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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.</p> <p>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>																																								

The committee reviewed all applications submitted and ranked those projects by priority. There were twelve projects that selected as Tier I and submitted to Ohio EMA. OEMA is still in the process of reviewing some of these projects. Three of the projects have already been deemed ineligible per Ohio EMA: IMT (Incident Management Team), Command 400, and the Mass Casualty Sustainment.

FY16 SHSP - Projects				
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	\$ 27,200.00	4.50
1	4	Command400	\$ 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
			\$ 935,032.93	
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	

Regional Homeland Security Strategy – This project will be completing a threat and hazard identification risk assessment (THIRA). This Strategy will be used to allocate future grant funding.

IPAWS – This project will provide a wireless emergency alert notification capabilities for all 8 counties. The technology platform will allow for notification via text to any smart phone device in the general vicinity of the applicable cell phone towers. This is more cost effective than a traditional mass notification system. Due to FCC regulations, there will be strict SOP's (Standard Operating Procedures) for what type of incidents/emergencies that the alerts can be used for.

**New Business**

**2017 Meeting Schedule**

The LEPC By-laws require that the committee meets at least once a year. Traditionally we meet 4 times a year on the fourth Thursday of the Month at 1:30 P.M.

The tentative schedule for 2017 is:

- January 26, 2017
- April 27, 2017
- July 20, 2017 (3<sup>rd</sup> Thursday due to Fair Week)
- September 28, 2017

A motion was made by John Kiskaden and seconded by Carl Lamping to accept the schedule for the 2017 meeting dates as proposed. The motion passed

- EMA will send out calendar appointments to the LEPC for 2017.

**Membership**

Ed Humphrey, current Chair of the LEPC, contacted EMA. He would like to continue to be a member of the LEPC, but step down as the chair.

	After discussion it was decided that this item will be tabled until the January 26, 2017 meeting.	
FY17 LEPC Exercise	The Exercise sub-committee will be meeting within the next couple months to begin planning on the FY17 LEPC Exercise. We will be hosting a tabletop exercise this year. Miami Township has volunteered to participate in this exercise. The FY17 Exercise will need to be completed before June 20, 2017.	
<b>Presentations</b>		
Damage Assessment EOP Annex	Pam Haverkos provided a brief overview of the Damage Assessment Annex.  Any comments and/or recommended changes should be forwarded to EMA at <a href="mailto:clermontema@clermontcountyohio.gov">clermontema@clermontcountyohio.gov</a> .	<ul style="list-style-type: none"> <li>○ Item will be added to the January 2017 agenda.</li> </ul>
<b>Department Reports</b>		
EMA Report	<ul style="list-style-type: none"> <li>• September is National Preparedness Month. The Citizen Corps Council is working with local partners to hold an <i>Emergency Preparedness Planning for Small Businesses</i> workshop. This two- hour workshop will be held at Eastgate Brew N View on September 13, 2016 from 11:00 A.M. to 1:00 P.M.</li> <li>• EMA will be participating in the Monroe Township Safety Fair Day scheduled on October 8, 2016 from 10:00 A.M. to 2:00 P.M. at the Monroe Township Fire Station at 2828 SR 222, Bethel, Ohio.</li> <li>• EMA participated in National Night Out in Milford on August 2, 2016.</li> <li>• Clermont County’s StormReady designation has been renewed through the National Weather Service.</li> <li>• The LEPC Regional Safety Summit has been scheduled for October 20, 2016 at Great Wolf Lodge. Once the agenda has been finalized, we will send it out to the committee.</li> <li>• The DWART (Dangerous Wild Animal Response Team) Plan and memberships have been updated for 2016.</li> <li>• EMA continues to work with the local school districts to update their School Emergency Response Plans.</li> <li>• Melinda Payne, WebEOC Administrator resigned from EMA in August 2016. Should you have any needs regarding WebEOC, please contact Laurie Schlueter or Pam Haverkos.</li> <li>• We are currently working with OEMA to migrate from our own WebEOC system to OEMA’s WebEOC.</li> <li>• The State is putting together a State Training and Exercise Plan.</li> </ul>	

<p>Greater Cincinnati HazMat Unit</p>	<ul style="list-style-type: none"> <li>• GCHMU is holding a <i>Chlorine and Use of Chlorine Kits</i> training on October 8, 2016 at 9:00 A.M. at the GCHMU Office.</li> <li>• <i>Hazmat Officer/Hazmat Safety Officer</i> Courses are being held October 27, November 10, and December 8, 2016 from 8:00 A.M. to 3:30 P.M. each day at the GCHMU Office.</li> <li>• GCHMU held its first USAR (Urban Search &amp; Rescue) Training on September 16, 2016. They are currently looking at ways to assist local jurisdictions.</li> <li>• Command 400 will now carry 12 portable radios and spare batteries.</li> <li>• GCHMU's full report is attached.</li> </ul>	
<p>Dept. of Public Safety Services/ Communications Center</p>	<ul style="list-style-type: none"> <li>• The County is currently building a tower in Wayne Township to assist with radio coverage. This will also have the added capability of setting of the Warning Sirens.</li> </ul>	
<p>Ohio EMA</p>	<ul style="list-style-type: none"> <li>• The NWS will be conducting a Miami Valley of Ohio/East Central Indiana Integrated Warning Team (IWT) meeting later this year. The IWT allows the NWS to meet with the partners to discuss NWS services and hazardous weather-related policies and issues.</li> <li>• LEPC Exercises within the Region: Miami County – Full Scale – September 10, 2016 Butler County – Tabletop – September 16, 2016 Clark County – Full Scale – October 5, 2016</li> <li>• The Ohio EMA Directors Conference and LEPC Conference is scheduled for October 12 &amp; 13, 2016 at the Ohio Fire Academy in Reynoldsburg, Ohio.</li> <li>• The next SERC Meeting is scheduled for October 12, 2016. One topic to be discussed is the Executive Order from the Governor related to Gas and Oil fracking.</li> </ul>	
<p>Next Meeting</p>	<p>The next meeting will be January 26, 2017 at 1:30 p.m. in the Emergency Operation Center. If anyone is interested in presenting at the next meeting, please contact EMA.</p>	
<p>Adjournment</p>	<p>A motion was made by Lisa Gatwood and seconded by Carl Lamping to adjourn the meeting. The motion passed and the meeting was adjourned at 3:09 p.m.</p>	