

## Clermont County Local Emergency Planning Committee

### Meeting Minutes January 26, 2017

Attendees: Rob Alfieri, Mark Baird, Paul Braasch, Amanda Brown, Randy Davis, Lisa Gatwood, Pam Haverkos, Ed Humphrey, Paul Kamphaus, Tim Kelly, John Kiskaden, Carl Lamping, Bill Lohner, Brooke Matzen, Jeannette Nichols, David Painter, Shawn Riley, Laurie Schlueter, Bob Welch, and Kathleen Williams.

Topic	Discussion	Action Items
<b>Call to Order</b>	The meeting began at 1:32 p.m. with the Pledge of Allegiance and Introductions.	
<b>Approval of the Minutes</b>	A motion was made by Brooke Matzen and seconded by Paul Braasch to adopt the minutes of the September 22, 2016 meeting. The motion passed.	
<b>Ongoing Business</b>		
Spills	<p>Nine spills were reported since September 22, 2016.</p> <ul style="list-style-type: none"> <li>• 10/10/16 – 7011 Garrison Spurling Road, Wayne Township; 100 gallons of diesel and 50 gallons of hydraulic fluid; Crane truck accident.</li> <li>• 10/12/16 – 27 Whitney Drive, Miami Township; 55 gallons of motor oil; Shed fire.</li> <li>• 11/15/16 – 4025 Bach Buxton Road, Union Township; 12-15 gallon mineral oil; Transformer leak.</li> <li>• 12/11/16 – SR 131 &amp; SR 133, Wayne Township; 10 gallons diesel fuel; Tanker Truck in Ditch.</li> <li>• 12/13/16 – SR 28 &amp; Branch Hill Guinea Pike, Miami Township; 15-20 gallons diesel fuel; Utility truck/Semi-truck accident.</li> <li>• 12/30/16 – 6003 Jess Thelma Drive, Goshen Township; 250-275 gallons fuel oil; home fuel oil leak.</li> <li>• 1/5/17 – 702 Main Street, Milford; Unknown quantity fuel; Underground storage tank leak.</li> <li>• 1/10/17 – 5781 Willnean Drive, Miami Township; 12 gallons mineral oil; Transformer leak.</li> <li>• 1/11/17 – 1079 Fox Run Road, Miami Township; 12 gallons mineral oil; Transformer leak</li> </ul> <p>Of the nine spills reported, only three are of reportable quantities. However, all reported spills are logged into the spill database. The reportable quantity of oil (including gasoline, petroleum, fuel oil, sludge, oil refuse, and oil mixed with waste) is 25 gallons or more leaked into the environment or any amount on navigable waterways that causes a visible film or sheen on the surface.</p>	
Information Requests	EMA received three (3) information requests since September 22, 2016.	
Tier II Reports	<p>The 2016 Tier II Reports are due to the LEPC by March 1, 2017.</p> <p>SERC has released the new Facility Reporting Compliance Manual. Manuals are no longer mailed to the Facilities. The manual can be accessed on the SERC website.  <a href="http://www.epa.ohio.gov/Portals/27/serc/SERC_Manual.pdf">http://www.epa.ohio.gov/Portals/27/serc/SERC_Manual.pdf</a></p>	
LEPC – EMA Memorandum of Agreement	The Board of County Commissioners approved the LEPC-EMA Agreement on October 19, 2016. This Agreement will meet requirements for grants, allowing the EMA to complete work on behalf of the LEPC. The Agreement will be effective from September 1, 2016 through August 31, 2018.	
LEPC Membership	As was discussed at the previous meeting, Ed Humphrey has asked to step down as chair of the	

	<p>LEPC. He will maintain his membership as the Clermont County Board of Commissioners. A motion was made by Ed Humphrey and seconded by Brooke Matzen to appoint Pam Haverkos as the Chair of the LEPC and Mark Baird as Vice-Chair. The motion passed.</p> <p>An application for appointment of Randy Davis, Clermont County Water Resources Department, as the replacement of Dwight Culbertson, was accepted for LEPC Membership. A motion was made by Ed Humphrey and seconded by Paul Braasch to accept the application for membership to the LEPC for Randy Davis (Environmental). The motion passed.</p>	<ul style="list-style-type: none"> <li>○ EMA will prepare the paperwork for submittal of the application to the BCC for their approval.</li> </ul>																																				
LEPC Tabletop Exercise	<p>The LEPC is in the fourth year of the four-year exercise cycle. We have already met the 13 objectives for the 4 year cycle. The tabletop exercise will focus on a transportation accident involving the City of Milford, Miami Township, and Union Township. Exercise objectives to be tested: Initial Notification of Response Agencies, Incident Assessment, Incident Command, Communications and Traffic &amp; Access Control. Exercise date: TBD - early May or June.</p>	<ul style="list-style-type: none"> <li>○ EMA will let the LEPC know when the date for the Exercise has been set.</li> </ul>																																				
<b>Budget</b>	<p>A copy of the 2016 &amp; 2017 LEPC budgets are attached.</p>																																					
State Emergency Response Commission Grant	<p>The SFY17 SERC grant period is July 1, 2017 through June 30, 2018. EMA submitted the application by the February 1, 2017 grant deadline. The application was in the amount of \$23,051, the same amount as the 2017 LEPC appropriations.</p>																																					
FY15 State Homeland Security Program (SHSP) Grant	<p>Ten projects were funded. The grant performance period ends March 31, 2018. EMA has not received an updated project list from Hamilton County.</p> <p>A regional exercise is currently in the planning stages. This exercise will be a Dam Tabletop Exercise including Butler, Clermont, Hamilton &amp; Warren Counties. The Exercise will be held in a central location with breakout locations as well. The intent is to hold this exercise later 2017 or early 2018.</p> <table border="1" data-bbox="961 852 1507 1128"> <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>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>		<ul style="list-style-type: none"> <li>○ EMA will request an updated project list before the April LEPC meeting.</li> <li>○ EMA will provide Regional Exercise information</li> </ul>
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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. Hamilton County EMA, the Fiscal Agent, is still working with Ohio EMA on approving the projects.</p>																																					

	<p>One Project that has already been approved was the IPAWS project. This project will provide wireless emergency alert notification capabilities for six counties (Adams, Brown, Butler, Clermont, Clinton and Highland; Warren and Hamilton Counties already have an existing system). 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 with maintenance costs running about \$500 annually. 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. The intent is to have this program in place by the end of 2017.</p>	<table border="1"> <thead> <tr> <th colspan="5">FY16 SHSP - Projects</th> </tr> <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>Command400</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>\$ 935,032.93</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>	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	\$ 27,300.00	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		
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Ohio Administrative Code Changes	<p>A number of Departments at the state level have been asked to update their specific Ohio Administrative Code. OAC changes are made by the agency and then sent to the JCARR (Joint Committee on Agency Rule Review) for approval.</p> <ul style="list-style-type: none"> <li>• Department of Education (3301-5-01) – (Still in approval phase) This update will require that all schools have an emergency management plan for each school building, including administrative or Superintendent offices, and must exercise that plan every year. There will be a three year cycle requiring a tabletop, a functional and a full scale exercise within that cycle. The exercise will require at least one outside agency participate in each exercise. No real world incident credit will be granted.</li> <li>• Dept. of Job &amp; Family Services/Division of Social Services (5101:2) – (Adopted December 31, 2016) <ul style="list-style-type: none"> <li>○ Child Care Centers - This update requires that all regulated child care facilities must have an emergency management plan with evacuation routes, monthly fire drills, and quarterly lockdown drills. They will be required to update the information annually and must include public safety agencies in the planning process.</li> <li>○ Medicare &amp; Medicaid Services Facilities – All facilities will be required to have a plan and exercise it annually. They will be encouraged to join a regional health care collaborative, coordinated through The Health Collaborative. The Health</li> </ul> </li> </ul>																																																																																																	

	<p>Collaborative will provide multiple means to participate (e.g. meetings, newsletters, training, etc.)</p> <ul style="list-style-type: none"> <li>• Environmental Protection Agency (3745) – Updates are currently being drafted for drinking water utilities to have plans and exercise them annually.</li> </ul>	
<b>Presentations</b>		
EOP Base Plan	Pam Haverkos provided a brief overview of the Emergency Operations Plan (EOP) Base Plan. The Base Plan will be reviewed annually. Any comments and/or recommended changes should be forwarded to EMA at <a href="mailto:clermontema@clermontcountyohio.gov">clermontema@clermontcountyohio.gov</a> .	
<b>Department Reports</b>		
EMA	<ul style="list-style-type: none"> <li>• Clermont and Brown County EMA’s will be sponsoring the National Weather Service’s Weather Spotter Training on February 21, 2017 at 6:30 PM at the Southern State Community College campus in Mt. Orab. To register please contact the EMA at 513.732-7661 or <a href="mailto:clermontema@clermontcountyohio.gov">clermontema@clermontcountyohio.gov</a>.</li> <li>• ICS Trainings have been scheduled in Hamilton County in 2017. Register for these trainings on the Ohio Dept of Public Safety’s website: <a href="https://trainingcampus.dps.ohio.gov/cm/cm710/pstc/pstc.html">https://trainingcampus.dps.ohio.gov/cm/cm710/pstc/pstc.html</a>. <ul style="list-style-type: none"> <li>○ ICS-300 – 02/24 to 02/26/17 – Nathaniel Greene Lodge in Green Township.</li> <li>○ ICS-400 – 04/04 to 04/05/17 – Nathaniel Greene Lodge in Green Township.</li> <li>○ ISC-300 – 09/12 to 09/14/17 – Anderson Center in Anderson.</li> <li>○ ICS-400 – 10/10 to 10/12/17 – Nathaniel Greene Lodge in Green Township.</li> </ul> </li> <li>• Melinda Payne, the WebEOC Coordinator, resigned last fall. EMA will be replacing this position with a Planner. Funding and job duties will be split between EMA and DPSS (Department of Public Safety Services). The position description is currently being written.</li> <li>• WebEOC - The State of Ohio and Hamilton County have recently updated their WebEOC program to the latest version of the software. The boards are still the same as the previous version, but home page looks quite different. Clermont County’s WebEOC is still available, but has not been updated to the newest version as the grants are unable to cover the maintenance on the software. Clermont will eventually migrate to the State’s WebEOC System.</li> </ul>	
Engineer’s Office	The Engineer’s Office has recently updated the County Map Books. If anyone is interested in receiving some books, please stop by the Engineer’s Office at 2381 Clermont Center Drive in Batavia, or contact them at 513-732-8857.	

Public Health	The Health Department will be participating in the regional mass fatality exercise on March 31, 2017.	
Prosecutor's Office	Jeanette Nichols let the committee know that if there are any projects that need legal assistance, please feel free to contact her.	
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. <a href="http://ctc.clermontcountyohio.gov/">http://ctc.clermontcountyohio.gov/</a>	
Greater Cincinnati HazMat Unit	If any agency needs any Hazardous Materials Training, please contact GCHMU.	
Dept. of Public Safety Services/ Communications Center	<ul style="list-style-type: none"> <li>The County authorized \$5 million to add 2 additional 800 MHz Tower Sites. Mt. Repose, in Miami Township, will be completed in April or May 2017. Wayne Township is on schedule and will most likely go into service in August or September 2017.</li> <li>John Kiskaden recently completed a tour of the new West Clermont High School on the corner of Bach Buxton Road &amp; Clough Pike. He is working with the school and the Union Township Public Safety Agencies to ensure that there is sufficient radio coverage within the school walls. West Clermont has installed a state of the art system with antenna repeaters and modules, so they do not foresee any issues with coverage.</li> </ul>	
Ohio EPA	Ohio EPA has identified booming locations along the Ohio River. These locations are on Raven911. There are sixty-five locations between Meldahl Dam and Markland Dam.	
Ohio EMA	<ul style="list-style-type: none"> <li>SERC recently released a new exercise evaluation manual. The only substantial change was allowing pipeline exercises to be used for SERC credit. However, the LEPCs will need to petition to the state beforehand in order for it to be counted as credit. <a href="http://epa.ohio.gov/Portals/27/serc/Ohio_Planning%20and%20Exercise%20Guidebook_2014.pdf">http://epa.ohio.gov/Portals/27/serc/Ohio_Planning%20and%20Exercise%20Guidebook_2014.pdf</a></li> <li>Clermont County's HazMat Plan was reviewed by OEMA and the recommendation for approval sent to SERC. SERC provided concurrence for the plan on December 14, 2016.</li> <li>LEPC Exercises within the Region: Hamilton County – Functional in Cleaves – May 5, 2017 Clinton County – Full Scale at the Wilmington Airport – May 20, 2017</li> <li>In 2013 a Federal Executive Order was written for the U.S. EPA's RMP (Risk Management</li> </ul>	<ul style="list-style-type: none"> <li>OEMA will provide an updated RMP facility list to the EMA.</li> </ul>

	<p>Program). The RMP requires that all facilities (that manufacture, use, store or handle certain flammable and toxic substances) develop a risk management program that includes hazard assessment, prevention mechanisms, and emergency response measures. Those facilities are required to submit this information to the EPA. Implementation on this project is still ongoing.</p>	
Next Meeting	<p>The next meeting will be April 27, 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>	
Adjournment	<p>The meeting was adjourned at 3:05 p.m.</p>	