

# STEPHENSON COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

DATE: June 22, 2010

TIME: 1:30 pm

LOCATION: Stephenson County Highway Department  
295 W. Lamm Road  
Freeport, Illinois 61032

## AGENDA

1. Call to order

Meeting called to order at 1:30p

Chief Countryman

2. Roll call and introduction of guests

All committee members were known to each other.

Chief Countryman

3. Approve minutes of the May 25, 2010 meeting

Meeting minutes seconded by Steve Gerbode and seconded by Stephen Holbert.

Chief Countryman

4. Identify and Review relevant chemical incidents

There were no chemical incidents to report.

Membership

5. Sub-Committee Reports

o Tier II Review Committee

EMA OFFICE

1. Non-compliant facility

Bowen Oil Company

EMA contacted facility and spoke to Chip Bowen who said he had forgotten about

completing his Tier 11 report but that he would generate one and send to the state.

o Membership Committee

Membership

1. Site visits

Chief Countryman questioned whether there had previously been a committee which went out on site visits and was informed that the committee was made up of two EMA staff, who would send a letter of intent to visit to the facility and made the arrangements for committee members to accompany them. Chief Countryman thought it would be a good idea to reinstate the site visits and have a dedicated committee who would oversee them. Recommendation was for this item to be put back on the agenda for the August 24 meeting so a committee could be formed for this task.

- Prep & Eval Subcommittee
- 1. Review of June 8 2010

EMA staff briefly discussed the Hazardous Materials Transportation Commodity Flow Study the LEPC is considering. We will continue to discuss how this study can benefit Stephenson County and whether we even want to proceed.

At the August 24 meeting we hope to have a representative from IDOT who would give us information about designated routes and what exactly that entails.

- 2. Next Prep and Eval subcommittee meeting date July 13, 2010

6. IEMA Conference Springfield, Sept 7-9 2010

EMA

- a. No registration fee  
Due to budget constraints, the state has waived conference registration fees which will help with budgetary constraints for individuals/jurisdictions. Participants are responsible for lodging but Kathy Allen has informed us that she has funds available to pay for any LEPC member who would like to attend. So far we have had four members of the sheriff's reserves request to attend.
- b. Registration date TBD  
Registration for the conference is not yet open, as soon as the date opens up we will begin registering members.
- c. Registrants?  
We have received a written request for 4 members of the sheriff's reserves.

7. Identify next steps

EMA

Chief Countryman recommended that a dedicated site visit committee be reconvened so that LEPC members can begin initiating site visits in the future. In the past the EMA

office undertook this mission of generating letters to the various Tier 11 facilities and then inviting committee members to accompany them. He thought it was a good idea to continue with the visits. He also recommended that this topic be put back on the agenda to be discussed in greater detail.

Community Awareness & Public Education

Membership

- a. Andy reminded committee that as part of the LEPC requirements we have to have an element of public information sharing or awareness. Committee members suggested making up a FAQ card with LEPC contact information and handing them out at the county fair. Steve Gerbode explained about Nixle which is free to government agencies to which consumers subscribe to receive information via texts, email or instant messenger. We will explore this further.

- b. Determining flow patterns of hazardous materials

EMA

Andy continued the dialogue of the possibility of proceeding with the commodity flow study for and how it could possibly benefit the county. General consensus was that it would be a good thing for the county and that we would proceed with our research pending approval of full LEPC committee at next meeting.

8. Open Comments

Membership

Terry asked Jim Fox from ComEd "What does COMED do to old transformers when they are no longer viable? Mr Fox was not sure but assured Terry that he would find out and let him know. Jim Fox then asked the committee if we were aware of the hazardous chemicals transported via rail. Stephen Holbert from the EMA office, and Kevin Countryman from the Fire Department, said they were aware of the chemical contents because the Canadian Railway generates an annual report but the information was sensitive and not for general public dissemination.

9. Confirm July 27, 2010 Meeting Date

Membership

Stephen Holbert proposed that due to the County TTX scheduled on the same day, we probably would not be able to get back to the office in time for the meeting since the TTX was going to be held off site at Highland Community College.

New meeting date is August 24, 2010. Meeting adjourned at 2pm.

Respectfully submitted

Andy Thompson

LEPC Secretary

DRAFT