

# STEPHENSON COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

DATE: October 26, 2010

TIME: 1:30 pm

LOCATION: **Freeport Public Library (Boardroom, 2<sup>nd</sup> floor)**  
**100 E Douglas Street**  
**Freeport, Illinois 61032**

## AGENDA

1. Call to order Chairman  
Meeting called to order at 1:30pm.
2. Roll call and introduction of guests Chairman  
There were no guests present.
3. Approve minutes of the September 28, 2010 meeting Chairman  
Motion to approve meeting minutes made by Stephen Holbert and seconded by Pennie Groezinger.
4. Identify and Review relevant chemical incidents Membership
  1. Self-employed farmer, amount released: unknown  
Material name: Whey. Cause of release: operator error
5. Sub-Committee Reports
  - Tier II Review Committee EMA OFFICE

There were no Tier 11 reports this month, but starting in January they should start coming in. Andy Thompson shared with committee that Kathy Allen, Hazardous Materials Section Chief, informed her that some counties are now going paperless and are no longer keeping Tier 11 information on hand once the facilities have submitted their reports electronically to the state. Kathy was also asked if this year would be the final year for paper Tier 11's and she replied the State still needs to purchase additional licenses, and some LEPC's are currently without licenses, so until the entire state has received licenses, paperless will have to be postponed for the foreseeable future. The facilities will still have the ability to file electronically directly to the State.
  - Membership Committee EMA OFFICE
    1. Site visit

A letter was mailed out Oct 12, 2010 to the Baileyville Plant addressed to the facility manager, Randy Julius requesting a site visit at his convenience. To date the LEPC secretary/EMA office has not received any communication to that request. Mert G will do some follow up on behalf of the committee.

- o Prep & Eval Subcommittee

- 1. Next meeting date Nov 9, 2010

- 6. Election of officers

Membership

The 2010 election of officers was held and the following individuals were elected to the following positions:

Chair of the LEPC	Kevin Countryman
Co-Chair	Mert Green
Tier 11 Sub-committee Chair	Rick McDonough
Membership sub-committee Chair	Pennie Groezinger
Prep & Eval sub-committee chair	Jeff Choppie
Community Awareness Chair	Rick McDonough

Thank you to all who participated and volunteered your services. Congratulations to the new incoming chairs and co-chair, you are wished all the best during your term. The EMA pledges to offer our full support to you.

We wish to thank out-going Chair Greg Munda and co-chair Kevin Countryman for their generosity in giving of their time and efforts during their term, and their dedication to the well-being of the LEPC.

- 7. Identify next steps

- a. Next meeting date Nov 23, 2010

- Meeting will begin at 1:30pm. Location TBD.

- b. Commodity Transportation Flow Feasibility Study          Andy

- Andy T gave an update on the research she did on the Commodity Flow Study (CFS) report for Stephenson County. A CFS is the collection of data on transportation patterns within a jurisdiction, or geographic area, such as a single community, state, or large urban area. It identifies the chemicals transported, either specifically or by hazard class, as well as the routes on which they are transported.

- Skeleton of a CFS: Review baseline information, design study, conduct study, analyze results, and apply results to objectives.

Kevin C suggested contacting the Illinois Fire Service Institute housed at the University of Illinois for assistance with our CFS. We will follow up on his suggestion. The EMA wrote additional funds into the HMEP grant for 2011 for the purposes of hiring contractors and although we did not receive the entire amount we requested, we did get enough seed money to start us up. At this point in the research we do have adequate funds to begin the study.

Andy T contacted one of her former professors, Dr Earl Hansen, at her alma mater, Northern Illinois University, to request student volunteers to assist with the study when we begin conducting it. He responded that he had spoken to the ASSE Chapter at the school and they were very interested and would like to have a presentation. We are currently in discussion and will bring this information to the committee when we meet in November.

## 8. Open Comments

Pennie G suggested meeting at different locations eg: facilities, police department, sheriff's department, and committee member's facilities, in order to foster closer ties with the community. This suggestion was well received by the committee.

Kevin C will take this information to the next Chiefs meeting which meets every 1<sup>st</sup> Wed. We will continue to research this suggestion to bring it to fruition. Kevin has already offered to have a meeting at one of his fire station.

Stephen H reminded the committee that Kathy Allen, Hazardous Material Section Chief is available to attend LEPC meetings if given enough notice. We may look into that for the prep & eval sub-committee when work begins on the CFS.

Jeff Choppie, Honeywell reported:

On Monday October 11<sup>th</sup>, 2010 we had employee have a heart attack at the Honeywell Plant 1 facility. Our internal emergency responders were immediately on scene and used the AED to revive the employee. Two shocks were required. A supervisor in the area immediately called 911 and the response from the local emergency responders was excellent."

a. FEMA update

EMA

Terry Groves shared with the committee that the DRC team dealing with individual assistance left the area Oct 16, although Individual assistance is still available by calling the 800 number. Close to \$4 million was spent on individual assistance within Stephenson County and over \$300 million in all the counties listed in the FEMA Declaration 1935. Currently located in the EMA building is FEMA's public assistance resource center which is for tax based organizations and qualifying not for profits to seek assistance.

## 9. Confirm Nov 23, 2010 Meeting Date

Membership

Meeting adjourned at 2:15p, motion made by Rick McDonough and seconded by Pennie Groezinger.

DRAFT