



**HAMILTON COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE**

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MINUTES

LEPC Meeting Minutes, January 11, 2006

A meeting of the Hamilton County Local Emergency Planning Committee (LEPC) was held January 11, 2006 at Wally's Restaurant, 6521 Ringgold Rd, in East Ridge, Tennessee. The following constitutes the minutes of that meeting.

Those in attendance were:

Dane Creel, Wrigley Co., Chairman	John Tuck Pilgrims Pride
Bruce Garner, Chatt. FD, 1st Vice Chair	Larry Martin, McKee Foods
Bill Tittle, Chief, Emer. Mgmt. V/Chair	Mike Edwards, McKee Foods
Wayne Stuntz, Secretary/Treasurer	Caroline Williams, LWV
Caleb Womack, Steward, V/Chair	Jack Gray, Hyperlast N. America, V/Chair
Dusty Rominger, W.R. Grace, V/Chair	Charles Burton, Grace Engineering
Dawn Ford, CHCHD, V/Chair	Garish Paten, ALCO Chemical
Amy Kephart, Pilgrims Pride	Jim Hoff, ADM
Tim Arnold, TN State Guard	Indu Thaker, H.C. Engineering
Eric Johnson, Hyperlast NA	Susan Holmes, TN American
Chris Young, Chattanooga Gas	David Debuty, SEI
Connie Morin, SEI	Chuck Nichols, CFD
Robert Hadden, THP	T.R. Andrade, Aguatererra Engr.
Mark kleiner, HCDD	Mark Zinnanti, TN American

Introductory Remarks: Chairman Dane Creel began by welcoming all in attendance.

Old Business:

- Motion to approve November 13, 2005 LEPC Meeting Minutes was made by Mr. Larry Martin and seconded by Ms. Caroline Williams. Motion passed.
- Financial report given by Secretary, Mr. Wayne Stuntz. Motion to approve made by Mr. Indu Thaker, seconded by Mr. Caleb Womack. Motion passed.

New Business:

- Call for new membership. Ms. Amy Kephart and Mr. John Tuck asked to be recognized as primary and alternate from Pilgrims Pride and Ms Connie Morin as alternate for SEI with Mr. David Debuty. Motion made to accept new members, and seconded. Motion passed.

- Chief Tittle spoke about the \$7,000 grant money that Hamilton County LEPC received for the seminar and exercise—broken down as follows:
 - \$4,000 for a 2-day highway/cargo training course
 - \$1,000 for training materials and supplies, and
 - \$2,000 for hazardous materials exercise expense

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- Chief Tittle said that most likely the LEPC would have latitude to use the grant money—but, reminded the committee that District 3 HLS (10-counties to include Hamilton County) will have a (funded) major full-scale hazardous materials CBRNE exercise in September of this year.
 - The exercise date is dependent upon completion of the CFD CBRNE equipment and training.
 - The LEPC could use the grant money for a continuing education seminar at the end of the full-scale exercise—citing only expenses to fund the seminar.
- Chief Tittle introduced Mr. Mark Kleiner with the Hamilton County Development Office who will be involved in Planning for Hamilton County—an early task will be to help implement a plan for Reverse 911. Bill cited a couple examples for its usage:
 - A Hazmat incident at a facility, highway, river or rail-line and there is a need to evacuate or give instructions to shelter in place—this new system will call everyone within a parameter and provide instructions immediately.
 - For the LEPC—it means having a pre-plan for every Tier II reporting facility for their worse case scenario.
 - Bill said, there is interest from the public sector as well— as he addressed the Lookout Valley Neighborhood Association—citing situations common to their area—i.e. a major concern with Brenntag; grid lock from the Interstate and Cummings Hwy, a river traffic incident, etc.
 - Bill said attending the meeting also was a City Council Woman and a County Commissioner who were concerned with evacuation in their area.
- Chief Tittle told the committee the LEPC needs to do all it can to get the RMP companies actively involved—that they are the reason for the LEPC.
- Dawn Ford spoke briefly about the focus on companies submitting Tier II reports electronically and the focus on RMP and EHS companies becoming LEPC members.
- Brief discussion on how and what the LEPC “request for donations” letter should address before sending it out to Tier II reporting companies—general consensus was to continue with the past letter as written; continue to leave it voluntary; and discuss it later among Executive Committee members if there is a need for change.
- Chairman Creel then called for Sub-committee Chairpersons reports:
 - **Exercise Subcommittee**—Bruce Garner addressed the LEPC exercise saying that although the fall exercise did not materialize—Univar may conduct a small-scale exercise in a month or two involving city and county HAZMAT teams.
 - **Membership Subcommittee**—Jack Gray said that he has developed a spreadsheet to track meeting attendance and percentages—and equating that to our by-laws to see if members are attending, as they should. Jack is also assisting Ms Ford in contacting local companies to determine, who, in the company, submits the Tier II report and the feasibility of them submitting their Tier II report electronically.
 - **Public Outreach Subcommittee**—Mr. Dusty Rominger said Chattanooga Made and the County Fair were the two big outreach programs each year. Dusty noted that Chattanooga Made (local manufacturers displaying their goods and explaining what they do) would be coming up in May—then possibly the LEPC Seminar later in the year.

- Question was asked about distributing the LEPC Brochure in schools—brief discussion ensued after which the subject changed to “shelter-in-place” being taught in schools. Chairman Creel asked if there were any volunteers to teach “shelter-in-place” in schools—there was no response.

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- Mike Edwards, of McKee Foods, said that in February, during National Engineer's week, their engineer's visit schools and talk about what engineers do and it would be very easy for them to include procedures on “sheltering-in-place.” Dane Creel said that was an excellent suggestion and left it as a research project for Public Outreach.
- Chairman Creel said that if membership increases due to RMP and other EHS companies coming on board, Wally's might not accommodate the meeting membership—thus possibly having to look for another venue.
- Chairman Creel said that Mr. David Darnel has again graciously agreed to head up the sub-committee that will focus on how best to use the grant money received this year. Question arose as to how this years grant compared to previous years grants—answer provided was about half that of previous years—further clarifying that the LEPC has, in the past, helped defray the cost and that the LEPC is swaying more to charging a small fee to help defray cost.
- Jack Gray provided information for anyone needing training on how to prepare a Hazardous Waste report (free morning class), and an afternoon Tier II report class (costing \$75) being offered by the UTK Center for Industrial Services on January 24, 2006 at the Clarion Hotel—must register even if attending only the free class.
- Chairman Creel spoke briefly about the LEPC Newsletter saying that in order to continue it as a quarterly event—members need to provide support to its continued success. Dawn Ford said that all she needs is content—articles you are working on, training announcements, etc. You can forward your input to: dawns@mail.hamiltontn.gov.
- Chairman Creel addressed a proposal to conduct quarterly LEPC meetings as opposed to bi-monthly meetings—discussion ensued on pro's and con's of quarterly meetings. Chief Tittle made the motion to table the proposal until the March meeting to see how effective the LEPC outreach program is in reaching RMP companies and other companies. Bruce Garner seconded the motion. There was no further discussion—motion passed.

Other Business: Chief Tittle made a couple of informational announcements:

- HLS funding in TN has being drastically cut this year (from \$60M in 2004, \$32M in 2005, and \$7M in 2006).
- Several response agencies are working on an evacuation plan for the County Workhouse and County Jail—a big challenge in event of a HAZMAT incident.
- Feb 7, 2006- a major exercise in Knoxville on Agro concerns—Avian Flu example.
- In conjunction with Reverse 911--working on flood threat plan for Plants in Chattanooga.

Next Meeting:

- Next meeting is scheduled for March 8, 2006 at Wally's Restaurant in East Ridge.

Respectfully submitted...

Wayne W. Stuntz
LEPC Secretary