



**HAMILTON COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE**

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MINUTES

LEPC Meeting Minutes, July 13, 2005

A meeting of the Hamilton County Local Emergency Planning Committee (LEPC) was held July 13, 2005 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	Glenn Atterton, WR Grace
Bruce Garner, Chatt. FD, 1st Vice Chairman	Caroline Williams, LWV
Mike James, Marion Environ. V/Chairman	Tim McDonald, City of Chattanooga
Wayne Stuntz, Secretary/Treasurer	Jack Gray, Hyperlast North America
Jamie Farrow, Pilgrims Pride V/Chairman	Jack Gray/Anthony Phillips, Synair Corp.
Richard Twitchell, V/Chairman	David Darnell, BASF
Bill Tittle, HC Emer. Svcs. V/Chairman	Buddy Kamin, HC Emer. Svcs
Dawn Ford, C/HCHD, V/Chairman	Mike Brooks, East Ridge Fire Dept.
Tim Arnold, TN State Guard	Brian Lopez-Cepero, Self/City of Chatt.
Grady Polk, TN State Guard	Robert Hadden, THP
Doug Townsend, HEPACO, Inc.	John Piotter, PSC
Kevan Parker, HEPACO, Inc.	Rick Loope, Norfolk Southern RR
Larry Martin, McKee Foods	T.R. Andrade, Aquaterra LLC
Mike Edwards, McKee Foods	Candace Esparza, Aquaterra LLC
Dusty Rominger, WR Grace	Greg Butler, HCGIS (Guest)

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

Old Business:

- Motion was made to approve May 11, 2005 LEPC Meeting Minutes was made by Ms. Candace Esparza seconded by Ms. Jamie Farrow—motion passed.
- Financial report given by Secretary, Mr. Wayne Stuntz. Motion was made by Mr. Larry Martin to approve Financial report as presented, seconded by Mr. Brian Lopez-Cepero—motion passed. The Financial report is a matter of record for the meeting.

New Business:

- Chairman Creel asked if there was anyone in attendance who wished to become a member of the LEPC.

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- Mr. Grady Polk (Lt. Col with the TN State Guard) introduced himself. Since the Guard already had a Primary LEPC member, Mr. Polk was told that he would be listed as an Alternate for the State Guard. Mr. Polk was welcomed as a member.
- Chairman Creel then called for Sub-committee Chairpersons reports:
 - **Training Subcommittee**—Chief Tittle said:
 - that in the areas of chemical/biological emergencies, there is a lot of training going on within public health and hospitals.
 - there was a large scale tabletop exercise in Cleveland, TN a couple weeks ago that involved the District 3, HLS area (which is all of the 10 counties in SE Tennessee) and attended by 185 people.
 - that if there was a chemical emergency—health department and hospital personnel throughout the District, as a result of this type of training, were becoming better informed, better trained and better prepared.
 - that within the 10 County District there will be two more exercises—basically a law enforcement exercise sometime early next year—with a full response exercise in the Fall of 2006.
 - that the Chattanooga Fire Department has over a million dollars of equipment ordered to have a super Chemical/Biological/Radiological/Nuclear/ Explosive (CBRNE) Response Team and a heavy Rescue team—to be used, in conjunction with a lot of other prepared agencies, in the full response exercise.
 - that another area of training will be in “reverse 911”. Bill said the equipment has been ordered and will be housed in the 911 Center and can be accessed from the Emergency Operations Center (EOC) or remotely from anywhere.
 - Bill introduced Mr. Greg Butler, head of the County GIS Department, as one of the persons who drives the operating system in the EOC. Bill said that when we get into the training for Reverse 911—we have to do some preplanning with many of the LEPC facilities—that if an evacuation was ordered—reverse 911 could call everyone within a given perimeter and give them a certain recorded message.
 - Plans Subcommittee—Dawn Ford said:
 - the entire LEPC Plan has been digitized and now must be updated.
 - new brochures have been printed (distributed at the meeting)
 - that regarding an LEPC newsletter—a ‘LEPC Newsletter Discussion’ sheet was available for interested persons to record “topics for discussion” for the newsletter. Dawn mentioned that other LEPCs had a newsletter and thought that it would be beneficial for members and the public for them to know what the LEPC is doing—noting that the topics for discussion on the sheet are:
 - Frequency (twice a year or quarterly)
 - Form (printed or on the website)
 - Content of newsletter—items to consider: (training, articles, list of officers, meeting dates, subcommittee reports, information from Dept. of HLS, etc.)
 - Title—of the newsletter (some examples provided)

- First Issue release date—in the Fall was suggested

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- that if you are interested in writing an article, give your contact information and Dawn will be in touch with you—a couple hundred words or so for an article
- Dawn said although Marion Environmental agreed to cover the cost of printing the brochures, the LEPC had paid the cost to the printing company and Marion Environmental will reimburse the LEPC.
- Exercise Subcommittee—Mike James had no input.
- Membership Subcommittee—Dick Twitchell had no input.
- Public Outreach Subcommittee—Jamie Farrow said the County Fair Was coming up Sept 24-25—
 - the LEPC will have a booth again
 - will once again need volunteers to man the booth
 - will have a give-away prize again (anyone having a contribution someone know)
 - will give out new brochures and LEPC magnets
 - face painting (for kids) may be a option at the booth
 - Possibly having more LEPC dual topic video DVDs copied for handout.
- Programs Subcommittee—Subcommittee Chairman Caleb Womack absent.
- **Conference/Training:**
 - Chairman Creel briefly addressed the issue of Hamilton County receiving grant money from TEMA for training this year. Dane said that he was sorry to see that the money was no longer available to apply for it.
 - Mr. David Darnell said that although it was too late to apply for grant this year—now is the time to start thinking and planning for the grant money for 2006. The discussion evolved into whether the Committee would apply for the grant and support a conference in 2006.
 - Chairman Creel asked if there was a motion to seek the grant for next year—Ms Caroline Williams made the motion to seek the grant for 2006, seconded by Ms Candace Esparza—motion passed by the majority with one nay vote. After more discussion and a renewed vote, all agreed to pursue the conference grant.
 - Jamie Farrow asked whether there should be a registration fee—most agreed there should be a fee—no definite conclusion as yet. There was also discussion regarding sponsored lunches—in that a fee may encourage people to show up, thereby reducing waste.
 - Question posed was: “...should we have a conference subcommittee?” Answer was “yes” and after brief discussion, Mr. David Darnell said that he would be willing to Chair the subcommittee but would not be able to begin until after the first of the year. David said we need to know when the grant will be available and what the latest date is for submitting the grant application. David reminded all that the grant would not cover the entire cost of the conference.
 - Bill Tittle said he would serve on the conference subcommittee and would try to get an early determination on how much grant money would be available.
 - David Darnell suggested that perhaps the LEPC could coordinate an Emergency Planning Conference in conjunction with the CBRNE exercise in the Fall of 2006.

- Chairman Creel briefly addressed a previous meetings discussion about the Hamilton County LEPC reaching out and supporting other LEPCs within District 3. While some thought this a good idea, others did not—had to do with LEPC mandate. Bill Tittle said that the training conference would be an excellent vehicle to bring District 3 LEPCs

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together by providing much needed training to smaller counties that do not have an active LEPC.

- Dane Creel said that although we, the LEPC, have not fully explored the program called “Tier II Manager”, a GIS based system for collecting Tier II data, and for making it available to responders in the field—we must put it on the “back burner” at this time to take care of other things currently taking precedence.

Other Business:

- Dusty Rominger reminded the committee about the upcoming annual September LEPC elections. Dusty volunteered to chair the subcommittee again with co-chair Brian-Lopez Cepero. Brian said that he needed to know from each existing Vice Chair whether or not they would serve again—and be placed on the ballot. Brian also requested an updated LEPC roster.
- Chairman Creel informed the committee of the upcoming seminar at the Shallowford Road Post Office designed to identify technology and processes that can protect the safety of employees and customers from the threat of anthrax in the mail system.

Guest Speaker:

- Ms Candace Burrell, Hazmat Program Manager, Emergency Management Program Specialist, FEMA Region 4, Atlanta who spoke about radiological emergency preparedness.
 - Ms Burrell began by saying that while listening during the meeting, she was encouraged by what the LEPC is doing and talking about doing and urged to keep it up—i.e. reference to an LEPC news letter, and setting a registration fee for the conference to cover administrative costs.
 - Ms Burrell said that as the Hazmat Program Manager, Her office—that of National Preparedness is looking at incorporating LEPCs with the Radiological Emergency Preparedness Program Exercises. Ms Burrell asked about this LEPCs involvement with the REP Program and said that in other LEPCs, some members already hold positions and participate in the REP program.
 - Ms Burrell said that there is no Office of Homeland Security mandate that LEPCs participate in the REP program, and there is no funding for LEPCs to participate in the program.
 - Ms Burrell said that she wanted to work with LEPCs to see how to make it possible to participate and therefore justify additional funds to participate in the REP program.
- Chief Tittle addressed this subject by saying that the State and County have a comprehensive plan that deals with the Sequoyah Nuclear Plant and the transportation issue regarding nuclear materials transiting the County and State.
 - Bill said that the County has not looked at the local LEPC for support for radiological issues, but does look at the LEPC for support in the event of a Chemical emergency.
 - Bill said that forming another plan to incorporate the LEPC into the radiological issue would be redundant—in that plans already exist which covers radiological response and for the most part, quite a few of the LEPC membership has a

radiological response in the event of a nuclear emergency as their agency is tasked in the Sequoyah Plan, (i.e. the Fixed Nuclear Facility Planner is the Secretary of the LEPC, an Executive member from the Health Dept. has a response during a Sequoyah incident, etc.)

- Chief Tittle informed Ms Burrell that TEMA and THP are notified of all transportation pass-through's coming up from the ports of Savannah and Charleston and heading West (I-75 to I-24) and are escorted by radiological personnel from TEMA. Bill said that Hamilton County EMA is not notified of each shipment but that there will be a certain number of shipments coming through our county.

Next Meeting:

- Next meeting is scheduled for September 14, 2005 at the Wally's Restaurant in East Ridge.

Respectfully submitted...

Wayne Stuntz
LEPC Secretary