



HAMILTON COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE

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MINUTES

LEPC Meeting Minutes, March 14, 2007

A meeting of the Hamilton County Local Emergency Planning Committee (LEPC) was held March 14, 2007 at Wally's Restaurant, 6521 Ringgold Rd, in East Ridge, Tennessee. The following constitutes the minutes of that meeting.

Those in attendance were:

Bruce Garner, CFD; **Chairman**
Bill Tittle, Chief, Emer. Mgmt. **V/Chair**
Wayne Stuntz, **Secretary/Treasurer**
Dawn Ford, Health Dept., **V/Chair**
Larry Martin, McKee Foods, **Vice Chair**
Jack Gray, Hyperlast N. America, **V/Chair**
Garish Patel, ALCO Chemical, **Vice Chair**
Joe Oliver, NS Railroad, **Guest Speaker**
Brent Burke, ALCO Chemical
Mark Hogan, ALSTOM
Mickey Blevins, ALSTOM
Shirley Green, CARTA
John Bennett, JIT Terminals
Susan Holmes, TN American Water
Karen Dale, INVISTA
Mike Flynn Sr., East Ridge Fire Rescue
Mike Edwards, McKee Foods
Jim Morgan, Velsicol
John Moorshead, DPC Enterprises
Jeremy Swilley, City of Chattanooga
Richard Twitchell, Self

Linda Hinckley, CARTA
Brian Lopez-Cepero, Self
Tim Yonts, Woodbridge Foam
Sam King, Woodbridge Foam
Caroline Williams, LWV
James Polly, TN State Guard
Sandra Polly, TN State Guard
George Sivils, Invista
Michael James, MEI
Michael Poe, SOFIX
Tim Arnold, USCG-Aux.
Charles Burton, Grace Engineering
Mark Zinnanti, TN American Water
Thaddeus Willison, Magellan Terminal
Barry Wilson, Magellan Terminal
Connie Morin, SEI, Inc.
David Debuty, SEI, Inc.
Reece McNabb, Brenntag Mid South
David Darnell, BASF

Introductory Remarks: Bruce Garner, Chairman, began by welcoming all in attendance and asked for personal introductions.

Old Business:

- Chairman Garner began by opening the meeting up to new membership. There were no new requests for membership.

- Motion to approve January 10, 2007 LEPC Meeting Minutes was made by Jeremy Swilley and seconded by Sandra Polly. Motion passed.
- Financial report given by Secretary, Wayne Stuntz. Motion to approve made by Larry Martin, seconded by Jack Gray. Motion passed.

LEPC Meeting Minutes
March 10, 2007

New Business:

Guest Speaker: Mr. Joe Oliver, Norfolk Southern Railroad

- Chairman Garner then introduced guest speaker, Joe Oliver, Engineer for Environmental Operations, Norfolk Southern Railroad. Mr. Oliver gave a very informative power point overview on issues related to transporting hazardous materials by rail and the importance of and recommended contents for emergency evacuation plans.
 - Chattanooga being a major terminal for Norfolk Southern transporting Hazardous Materials by rail.
 - Mr. Oliver also handed out a Railroad Emergency Response Planning Guide and a Hazmat Marking, Labeling & Placarding Guide during his presentation.
 - A Question and Answer period ensued.
- Chairman Garner took the opportunity to acknowledge and thank Norfolk Southern's \$1,000 contribution to the LEPC.

Training Workshop Opportunities

- Jack Gray passed out a survey to members to ascertain interest in free training to be offered in the areas of CPR, Fire Extinguisher, HAZWOPER, Tier II Submit, and DOT. Jack asked that surveys be returned ASAP. Jack said that the survey would be e-mailed to committee members not present at this meeting. Chairman Garner reminded members that the CPR/Fire Extinguisher/ and HAZWOPER Refresher classes were free to LEPC members and classes would be limited to 5 members per company. Bruce said the survey will enable the Executive Committee to determine how much interest there is in the various classes and when to offer the training. Jack reminded members that the only charge was \$1 for the CPR Card.

Responsible Care

- Chairman Garner turned the meeting over to Garish Patel who introduced his Plant Manager, Mr. Brent Burke of Alco Chemical.
- Mr. Burke gave a brief description of what his company was all about and said that Alco Chemical is a member of the American Chemical Council (ACC), striving to be certified in Responsible Care initiatives dealing with safety, security, health and environment issues.
- He said the objectives are to provide responsible care practices throughout the organization: (i.e. stakeholders: customers, back to suppliers and the community). Mr. Burke said that part of the process requires them to inform stakeholders what they are doing, which involves:
 - Complying with relevant laws, statutes and regulations, corporate policies, and other requirements that are necessary to provide a safe working company.
 - Ensuring that all activities are conducted consistent with corporate policies, community and environmental standards.
 - Setting demanding targets and measuring progress to ensure continuous improvement—member of the LEPC since its conception

- A key point of the policy is to communicate openly with stakeholders on the nature of their activities, encourage dialogue and report progress on their Safety, Security, Health and Environmental performance.

LEPC Meeting Minutes
March 10, 2007

- Mr. Burke encouraged anyone interested further in their company policies and procedures to give them a call.

Other Business

Filling Vacant Vice Chair Position

- In other business, Chairman Garner said that the LEPC must fill the Vice Chair vacancy created by Caleb Womack's departure from his previous company to join the ranks of Alco Chemical—who already has Vice Chair representation on the LEPC Executive Committee.
- Bruce said that LEPC By-Laws allow the Executive Committee to nominate a person, in good standing, from a list of recommended eligible candidates to be voted on by simple majority at the next general meeting. Bruce then offered David Darnell's name as the Executive Committee's nominee to fill that vacancy.
- Chairman Garner then asked for a motion to approve Mr. Darnell's nomination to fill the vacant Vice Chair position. Ms Caroline Williams made the motion to accept Mr. Darnell's nomination. Jeremy Swilley seconded the motion—no further discussion. Motion passed.

Mr. Garner took the opportunity to pass out LEPC membership certificates to those who sent him an e-mail requesting the certificate for their company. Bruce asked that those who do not have theirs yet to simply send an e-mail to him and he would print it out.

Date and Location of Next Meeting

- Next meeting is scheduled for May 9, 2007, 10:30 a.m. at the Chattanooga Fire Departments Fire Training Center on Amnicola Highway.
- Meeting adjourned.