

Minutes
IOWA EMERGENCY RESPONSE COMMISSION
March 17, 2011 at 9:00 a.m.
Wallace Building, 3rd Floor Conference Room

Attendance and Introductions

Members Present:

- Jim Clark
- Mahala Cox
- #Dean House
- #Kathy Lee
- #Terry Butler
- #Anne Jackson

Absent:

- Julie Bell
- Bob Dougherty
- Kevin Klommhaus
- #Dept of Public Safety – Vacant
- Melanie Rasmusson
- Governor's Office - Vacant
- Fire Service Council – Vacant
- Dept of Justice – Vacant
- #Public Defense - Vacant

Staff:

- Paul Sadler - HSEMD
- Lisa Sexton – HSEMD
- Jack Briggs– HSEMD
- Tricia Boggs– HSEMD
- Susan Green - HSEMD
- Elonda Bacon– DNR

EPA

- Pat Reitz
- Jason Heitman

Public Present

Neil Vaughn
Peggy Reelitz

Public on the Conference Phone:

- Janet Riley – HSEMD
- Larry Smith – Keokuk

Meeting was called to order at 9:10 by Vice-Chairperson Kathy Lee. Julie Bell is out of state today on personal business.

- **Approval of Agenda –**
Kathy Lee asked that the agenda be amended to move “Confidential location” to a later meeting. Moved by Dean House to approve the agenda, with that change, second by Anne Jackson. Motion carried unanimously.
- **Approval of Minutes - October 29, 2010**
Moved by Dean House to accept the October 29, 2011 minutes. Second by Anne Jackson. Motion carried unanimously.
- **Correspondence, Speeches, Conference Reports**
 - Stakeholders Meeting November 17, 2010 – Four state meeting in St. Louis. None from the IERC were able to attend. Pat Reitz gave a short report. Only one state attended - Dawn Warren was able to attend from Missouri. Everyone else in attendance was from EPA Region 7. All that was discussed was the International Association of Fire Fighters (IAFF) training that is done in EPA Region 7. This group will be doing training presentations at the LEPC Conference in July in La Vista, NE.
 - Region V EPC Meeting – Julie attended the Region V Emergency Planning Committee meeting in January in Fort Dodge. Julie will report further at a future meeting.
 - The contract EPA Region 7 had for training to provide hazmat training to state and local responders will be discontinued in May or June. Contract was with McKinzie Environmental. Some training opportunities for the states still exist through EPA personnel.

- Federal Drug Enforcement no longer has money to clean up abandoned clandestine meth drug sites and is asking the States to do it. The budget is \$200,000 for the entire nation, which is insufficient to do much per state. Working with Regional household hazardous materials collection centers to accept and dispose of some of this material and they also have disposal contracts.
 - Lumex mercury detector that was housed in Des Moines has been moved to Cedar Rapids.
 - Another county has been added to the Hazmat task force coverage. Another county contact Kathy Lee that they had their first reading for a hazmat cost recovery ordinance.
- **Committee Updates: Membership/Reports**
 - Executive Committee – no report
 - LEPC Support/ Education Committee – The Committee will have a meeting in April to focus on what can we do to generate interest. Last year the Workshop for southwest Iowa was cancelled due to lack of participation. Some ideas that have been kicked around are asking some prominent business to co-sponsor the workshop with the IERC or working with Councils of Governments. Want to concentrate on SW Iowa. Still want to get out to at least two regions per year. Julie wanted to remind IDALS that when they apply for RMP grant– for NH3 inspections (EPA is planning to offer the grant again this year) to merge a request from IERC for support of LEPC education efforts with the IDALS request. DNR has a Clearing Account that could handle the money for the IERC. The IERC would ask for about \$2000 for materials, production of notebooks, and travel for speakers and so on. Performance period is one year.
 - Fee Legislation Study Committee – Tabled until 2012
 - Rules Committee Chapter 605 – Kathy Lee - in progress. She said that there are some additional requirements/steps are being incorporated in the rules process that applies to all rules for all state agencies.
- **Old Business:**
 - Nothing to discuss
- **New Business:**
 - Request from Keokuk County to leave the Southern Iowa Regional Emergency Planning District (SIREPD). Paul Sadler said that no formal request has been received to date. He said that Larry Smith had expressed that he wanted to leave the SIREPD and form a county LEPC. Paul said he had sent a petition package to Larry Smith to use that included a petition to secede from the SIREPD. Larry Smith was on the phone and addressed his desire to drop out of the SIREPD. He asked that he be able to apply for the 2012 HMEP grant while he works on the petition package for Keokuk County to formally be an LEPC. Larry said he intended to send Paul Sadler the petition package as required by the IERC, and was working on it, but he could not have it done by the deadline of March 25th. He said he has given his official notice to the SIREPD that Keokuk County would be dropping out of the SIREPD at the end of the Federal Fiscal Year. He asked if he could have the time between now and when the grant application starts to work on the HMEP Grant application and the petition package to have Keokuk County approved as an LEPC. Lisa Sexton said that only active LEPCs may apply for the grant. She said that LEPCs must sign assurances that clearly state that they are an active LEPC. (An active LEPC is one that has bylaws, has provided members and officers changes to the IERC and has provided at least two sets of meeting minutes per calendar year.) The HMEP grant pre-application is due on March 25th. She has to determine eligibility and run a formula and the application process will start and be due by April 27th and the application has to be in to DOT by June 1 and she cannot change it after that. She said if the IERC wanted to make the commitment that the Keokuk LEPC

is an active LEPC, the Keokuk LEPC could be included in the work plan by October 1st. Kathy Lee said she did not want bureaucracy to stand in the way of local officials receiving money. Everyone around the table agreed the petition for Keokuk County to leave SIREPD could be facilitated using executive meetings and telephone conference calls. Paul explained the petition package and said he is obligated to follow procedures approved by the IERC for making changes to planning districts. He said the process has steps to ensure that the elected officials in the county have agreed to make a change in the LEPC. Lisa explained the grant process. The IERC discussed the need for Keokuk County to complete the petition package and that they did not want to jeopardize the grant money for everyone and put the staff against a wall. It was understood that April 27th was the “drop dead date” to have the HMEP grant application completed. After further discussion, April 12th was given as the deadline for Keokuk to complete the required paperwork to allow time to review Keokuk County’s grant application and petition to leave SIREPD and for appropriate open meetings notices for the IERC to have a telephone conference call to approve Keokuk County as an LEPC. Larry said that the timeline was too short and he said he would sit this year out.

[At this point, the IERC took a 15 minute break.]

- “Confidential Locations” issue – Kathy Lee – tabled to a future meeting.
- **Agency Reports**
 - **Homeland Security and Emergency Management Division**
 - Section 301 – LEPC membership – Appointments and Resignations. List of nominations and resignations is spread on the minutes. Motion to appoint LEPC members and accept the resignations by Dean House, second by Anne Jackson, motion carried unanimously.
 - LEPC Membership Report – Paul Sadler – a map was presented to the IERC (spread on the minutes) showing the inactive LEPCs in Iowa. And active LEPC is one that has documented their activity by providing two sets of minutes, keeping current the membership and notification of officer changes. HSEMD has identified 25 counties and one region as inactive. The region and one county are expected to return to active status soon, after they provide the requested documentation.
 - Section 303 – Plan Submissions – Paul Sadler – Iowa has 100 percent compliance with ESF-10 (hazardous materials emergency response plans) in all 99 counties.
 - Section 305 – Grants, Training Funds and Courses – Lisa Sexton –
 - Training funds and courses, GY 2010 closed in December 2010. Trained 3858 first responders using HMEP funds, 2505 of those were in Ops Refresher courses. These are higher numbers than in previous years, however we did return money in training and planning (11 LEPCs out of 20 turned back money). Under training we turned back \$36K, under planning we turned back \$29K. Lisa does aggressive outreach. Because it came in at the end of the grant cycle there was no chance for reallocation. For 2011, reallocation will not be an option because it requires headquarters approval and we have not gotten such approval for anything. We do track how the money is spent and the counties that turn back money. We have in place a penalty for returning money. For 2012, Johnson, Linn and North Central Region are three that are currently being penalized.
 - HMEP Grant Application Process – Lisa is assuming that the Hazmat Symposium will be a part of the application – about \$5000. It is a part of the Polk County application. Also assuming that the Hazmat Taskforce will apply separately at 100%.

- Review Grant applications – HMEP Grant are now running on the iowagrants.gov. Pre-applications are due next Friday on [iowagrants](http://iowagrants.gov). If IERC wants to review the pre-apps she can send them to anyone who wants to review them on the first week in April. Lisa would need to know who on the IERC wants to be on the review panel and they could set them up on the iowagrants.com. No one volunteered.
- **Dept. of Natural Resources**
 - Section 302 & 312 – Tier II Reporting & facility Submissions – Kathy Lee. DNR has had several 302 notifications. Elonda looking to buy modules for the on-line database, because they are not satisfied with the way things are being tracked. Kathy reported that they have 3903 active facilities as of March 14th. Had only 46 outstanding reports of which they sent out notice of deficiencies, and told them if they don't respond, we will send them down to EPA, which was a motivating factor. Only 40 facilities (1%) reported on paper. We did not have the February rush this year because facilities are reporting online. Kathy said that Paul Sadler used to make hazmat statistics maps which emergency management types and county officials found to be a useful tool. The maps required gathering information for each county and it was very labor intensive. Now, with new technology available, Elonda will automate this information and start making the maps available again. Paul said he was very pleased the maps would be updated and continued and he would work with Elonda.
 - Section 304 & Section 313 - Emergency Notifications & Form R Reporting – Kathy Lee- in Jan 2011 we had 53 reports and a year ago we had 52, so we are on track with history. Section 313 we are encouraging people to do electronic reporting, Elonda may have time to get out and train on system. She anticipates that a Survey Monkey will go out to County EMA asking how they want Tier II data sent out by April 1st. There are some issues on data validity like chemical names and categories.
 - Dates for the Hazmat Symposium are October 13-14 at the Schemann Center at ISU in Ames. It is a new location because they needed bigger space and better service. They want to try and have vendors there this year.
 - A long-time past IERC member, John Whipple with the Iowa Department of Agriculture and Land Stewardship died recently.
- **EPA Reports - Pat Reitz provided a handout, (spread on the minutes).**
 - Risk Management Program
 - Risk Management has a new RMP eSubmit. Information is available at the website.
 - CEEP Grant - no specifics yet but may call Tina Wilkins at (913) 551-7964
 - Access to the Risk Management Plans database is available. Send information to Pat Reitz and she will request access on your behalf.
 - EPCRA
 - EPA Region 7 is sponsoring two (2) live Toxic Release Inventory (TRI) training sessions this year. April 20th in Kansas City and April 21 in St. Louis.
 - TRI
 - EPA has released its annual national analysis of the TRI data
 - 16 chemicals have been added to TRI reportable list (effective Nov 26, 2010).

Iowa TRANSCAER Tour

This event provides responders with hands-on training opportunities using rail, highway and farming transport equipment. The special emphasis this year is on the transportation of anhydrous ammonia. Events in Iowa include:

- Sioux City, April 18-20,
- Mason City, April 27,
- Cedar Rapids, May 2-4,
- Davenport, May 9-10,
- Ottumwa, May 13-14,
- Des Moines, May 18-20, and
- Council Bluffs, May 24-26.

Region 7 LEPC Conference is scheduled July 28-30, 2011 at the Embassy Suites Hotel in La Vista, NE. Conference tracks include LEPC 101, Health and Medical, Industrial Facility Preparedness and Planning, Hazmat Response, and Chemical Transportation and Security Awareness. Early Bird Registration fees are \$50 until June 1, 2011.

EPA has introduced a new web-based tool that will enable the public to search for and have easy access to health and safety studies on industrial chemicals.

New versions of Cameo and Tier II submit are available.

- **Public Comment** – none
- **Adjourn at 11:09 a.m.**

Minutes submitted by Paul Sadler

Chairperson

Date