

Minutes
IOWA EMERGENCY RESPONSE COMMISSION
October 14, 2010 at 9:00 a.m.
Wallace Building, 3rd Floor Conference Room

- **Attendance and Introductions:**

Members Present:

- Julie Bell
- Jim Clark
- #Dean House
- #Kathy Lee
- Bob Dougherty
- Mahala Cox

Absent:

- #Terry Butler
- #Anne Jackson
- #David Miller
- #Dept of Public Safety – Vacant
- Melanie Rasmusson
- Kevin Klomnhaus
- Matt Unger
- Fire Service Council – Vacant
- Dept of Justice – Vacant

Staff:

- Elonda Bacon - DNR
- Tricia Boggs - HSEMD
- Jack Briggs - HSEMD
- Paul Sadler - HSEMD
- Lisa Sexton – HSEMD
- Kent Farver - HSEMD

EPA

- Pat Reitz – EPA R7
- Don Lininger- EPA R7

Public Present

- Peggy Reelitz – Polk EMA

Public On the Conference Phone:

- Peg Stickrod – Region 5
- BJ Dvorak - Johnston County
- Kim Elder – Marshall County

- **Approval of Agenda** - Lack of a quorum. Will have a telephone meeting to act on action items in late October – possibly the last week.

- **Approval of Minutes**

- March 18, 2010 – tabled due to lack of a quorum.

- **Correspondence, Speeches, Conference Reports**

- Julie Bell said she went to Mason City in July to talk to the North Central Region. They want to have a presentation at each meeting. Julie provided some Homeland Security handouts to the LEPC at the meeting. They don't have any industry involved in their Regional LEPC. Hazmat team is located out of Mason City, but does not visit any industry, they are just response. An industry called Waterloo hazmat team and there was a huge hassle about why they called Waterloo. Sounds like some procedures were not followed or put in place if not already there. Kathy Lee recalled that part of the problem is the way the contract is written originally is different than most hazmat teams. Each has different things in their contracts such as training and inspections and outreach. Jim Clark said he thought the Mason City Hazmat team was formed by the counties rather

than the Mason City Fire Department and it may not be real clear who has what responsibilities. They asked Julie to help contact some of the industries.

- Peggy Reelitz, Polk County EMA said they did a Hazmat exercise last Tuesday. It was a table top and was the first exercise they have done in over 5 years. She said they used a table top exercise developed by FEMA helped them through the process. Peggy reported that the exercise went well. Although 17 members said they would be there, only six showed up. Helena Chemical was the site of the exercise had 11 of their people there. It would have been beneficial to have the fire department and some first responders involved. Overall, the EMA was very pleased with the exercise and learned a lot. It was a 3 hour exercise including the hot wash and could have gone longer because the interest was there. It has triggered another industry that wants to sponsor another table top or full scale in the future. Next LEPC meeting is in January in their new facility (including a tour). Polk LEPC has quarterly LEPC meetings.
- **Committee Updates: Membership/Reports**
 - Executive Committee - none
 - LEPC Support/ Education Committee – LEPC Workshops - two workshops were scheduled for 2010 at Creston and Ottumwa. The one in Creston was cancelled because so much was going on with flooding and severe weather, the attendance was down. The one for Ottumwa did have enough participants and went on April 15th and was very successful. The IERC will try to focus in SW Iowa again next year. Jim Clark said that NW Iowa would be willing to host one – maybe in the Security Institute in Sioux City or in Cherokee at the college. Might try to get a sponsor like United Suppliers. A summary of the Ottumwa workshop was provided and is spread on the minutes.
 - Fee Legislation Study Committee – Tabled until 2012
 - Rules Committee Chapter 605 – Kathy Lee – No progress, but a strong commitment. Working with John Benson in HSEMD.
- **Old Business: none**
- **New Business:**
 - HMEP Grant approval – Lisa Sexton – 2011 grant. Grant requirements and guidance are changing at the federal level. In the past she has tried to be general in our application so we wouldn't get tied down in detail. However, this year, they sent it back and wanted it more specific. In July, she called LEPCs and did the formula and made priorities. The grant application has been sent in and approved by DOT and we have an award. This year any change against the work plan needs federal approval – a difficult process. Julie will ask NE Iowa Region to determine if they want to consider changing their work plan. They did mention they could use the money for other projects. It is a huge amount – \$50,000. Need to ask them specific questions about their flow studies. NE Iowa needs to provide a deliverable and costs. Will have to turn back some 2010 money – deadline has past. Want to ensure that the commodity flow studies are useful and accurate for the LEPCs to use in planning. Julie

invited IERC members to sit down with Lisa and review the grant applications. Kathy Lee volunteered. They will meet on October 18 at 9:00 am at Camp Dodge Building W-4. The goal is not to make changes, but to make sure the IERC approves of the applications. Lisa said they cannot make changes without going through the Federal approval. LEPCs are not aware that the grant is locked down. Lisa said that they are questioning an ICS course in Region 4 and needs justification. Estimate that it takes an LEPC about 3 hours to put together an HMEP grant application. Lisa said this will be the first year we will be going electronic and all documentation will have to be scanned or digital. Application process will be electronic and can be sent out to the reviewers. No applications were rejected – Lisa worked with each one to work out issues. DOT has increased its staff and has made changes. We cannot draw down 2011 until we close 2010. LEPCs that have not submitted their documentation – have 30 days after September 30th. Lisa will work with the LEPCs to get that documentation.

- **Applying for EPA Grant for Workshops – Julie Bell** – Pat Reitz said that the grant Julie referred to is the grant from their EPA bureau. The grant tends to focus around the Clean Air act and in the past it has been awarded to IDALS. She cautioned that if we want to use the grant for workshops it will have to tie in with the Clean Air act and we must look at the requirements of the grant and address those in the proposal. The better the IERC addresses the requirements, the better chance the IERC will stand to receive the grant. Julie said she needs to talk to Dave Miller to get help with administering the grant. May be Dept of Ag would administer the grant for us. Pat said the grant is announced in early spring and the deadline is rather short.
- **Agency Reports**
 - **Homeland Security and Emergency Management Division**
 - Section 301 – LEPC membership – Appointments and Resignations – no action due to lack of quorum
 - LEPC Membership Report – Paul Sadler. A map was provided to the IERC that showed an estimate of inactive LEPCs, concentrated in the SW and SE parts of the State, about 21 counties. There are three fewer inactive counties than last year at this time.
 - Section 303 – Plan Submissions – Paul Sadler. The review cycle ended October 1, 2010. Some plans are still “in progress” but we expect 100% for FFY 2011, once some of those planning issues are resolved.
 - Section 305 – Grants, Training Funds and Courses – Lisa Sexton – Discussion of new Grants Management system. 2010 are on target for training.
 - **Dept. of Natural Resources**
 - Section 302 & 312 – Tier II Reporting & facility Submissions – Elonda Bacon – Tier 2 everyone has submitted except one in Cass County. Some discrepancy whether they have to file a Tier 2 or not – is a

- Section 304 & Section 313 - Emergency Notifications & Form R Reporting – Elonda Bacon - TRI reports are all on line with EPA. Total 413 facilities have sent in paperwork as of Sept 25th.
 - Spills 63 in August
 - 510 January through August.
 - New hazmat map- Mills County has signed on with Council Bluffs hazmat team.
 - Hand out – on County Hazmat Cost Recovery Ordinances. (Pie chart) spread on minutes.
 - Kathy Lee announced 156 people registered for Hazmat Symposium.
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- **EPA Reports** – provided a summary – spread on the minutes. Pat wanted help with finding a contact for Iowa Quality Beef in Tama, now owned by Liberty Bank in Cedar Rapids. It has closed and EPA needs access to it to see if they have any NH3 or chemicals left before they can take it off the books. Don Linger talked about orphaned containers. Pat thought they would have another RRT meeting this fall and a Stake Holders meeting on November 16th.
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- **Public Comment – none.**
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- **Adjourned at 11:21**