

DRAFT MINUTES
IOWA EMERGENCY RESPONSE COMMISSION
Thursday, March 27, 2014, 10 a.m.
Oran Pape State Office Building
215 East Seventh St.
Des Moines, IA 50319

- **Attendance and introductions – Need 6 of the 8 voting members for a quorum**

Roll call:

Members Present:

- #Janet Gastineau–IERC Member
- #Dean House - IERC Member
- #Anne Jackson – IERC Chair
- #Jeff Quigle – IERC Member
- Jim Clark – IERC Member
- Robin Pruisner – IERC Member
- Ken Sharp – IERC Member

Members not available:

- #Susan Green – IERC Member
- Cord Overton – IERC Member
- Meghan Gavin – IERC Member

On the Conference Phone:

- #Staci Griffin - IERC Member
- #Terry Butler - IERC Member
- #Kevin Plagman – IERC Member
- Chris Enyeart - IERC Member
- Julie Waltz - IERC Member
- Tricia Boggs– HSEMD Staff
- Janet Riley – HSEMD Staff
- Laura Cathelyn, Asst A.G.

Staff Present:

- Lisa Sexton– HSEMD Staff
- Susan Dixon– HSEMD Staff
- Elonda Bacon – DNR Staff
- Adam Broughton – DNR Staff

Guests:

- Chance Kness - Clinton EMA

(# denotes voting member)

A quorum was established.

- **Approval of Agenda** - Motion to approve the agenda by Janet Gastineau, second by Dean House. Motion carried unanimously.
- **Approval of Minutes** –. Motion to approve the minutes from the April 18, 2013, meeting by Dean House, second by Janet Gastineau. Motion carried unanimously.
- **Correspondence, Speeches, Conference Reports**
 - Congressman Braley letter of inquiry to the March 21, 2014, Northwood fire and evacuation in Worth County and the response letter from the Iowa Homeland Security and Emergency Management Department, Department of Natural Resources and Department of Public Safety were distributed to the IERC members. It was explained that the response came from the three agencies that are involved with the three questions Congressman Braley asked. The IERC members did not ask any further questions on the topic.

- **Standing Committee**

- No reports from the Standing Committees
 - Executive Committee
 - LEPC Support/Education Committee
 - Rules and Fees Committee
 - Grants Committee
 - Nomination Committee

A new and updated Standing Committee roster was provided with the current IERC Directory.

- **General Discussion**

- Janet Gastineau reported on an outstanding inquiry about how TIER II activity is funded at the DNR. The DNR received \$ 75,000 of general fund dollars for the database creation however this does not cover the database maintenance or Elonda's Administration costs. Elonda's salary is paid out of various programs at the DNR that benefit from the information the database provides. Her TIER II efforts have been underfunded but have been manageable so far.
- Anne Jackson recommended that the Rules and Fees Committee should become active this year and start working on a proposal for funding sources and associated activities to be funded that would support IERC/LEPC activities and benefit the communities and industries that are covered by TIER II reporting. The current cobbling of funding sources falls short of our planning and training needs at the state and local level.

- **Old Business:** None

- **New Business:**

- **Election of Officers**

- The nominations committee representative, Dean House nominated Anne Jackson for IERC Chair. There were no other nominations. A roll call of the voting members present (7) resulted in a unanimous approval of Anne Jackson as the IERC Chair.
- Julie Waltz volunteered her name for the position of IERC Vice Chair. There were no other nominations. A roll call of the voting members present (7) resulted in a unanimous approval of Julie Waltz as the IERC Vice Chair.
- Terry Butler stated that he will be leaving employment with Vermeer Corporation shortly and will become self-employed within the health and safety professional area. He expressed his interest in remaining on the board as a private Industry representative. Susan Dixon stated that she would confer with the Governors Boards and Commissions Coordinator to determine if he can remain as an industry representative. If Terry Butler does not remain on the IERC a vote will be required at the next IERC meeting to determine the new voting member out of the three Private Industry representatives on the IERC.
- Jim Clark noted that the HMEP grant application looks good and represents a variety of projects. Julie Waltz stated that the applications came in better shape

with more benchmarks and she commended Lisa Sexton for her great job with the application and grant management. A roll call of the voting members present (7) resulted in a unanimous approval of the 2014 HMEP Grant Application.

- Consider the Clinton County LEPC Petition to disband and join Region 6 LEPC. Susan Dixon explained that both the Clinton County LEPC and Region 6 LEPC have satisfactorily completed all the required steps to allow this change. Chance Kness, Clinton County Emergency Management Coordinator, spoke in support of the change in order to achieve greater efficiencies and take advantage of shared knowledge.
 - Motion to approve resignations of all members from the Clinton County LEPC by Dean House, second by Jeff Quigle, motion carried unanimously.
 - Motion to approve the nominations to Region 6 LEPC and approve the boundary changes to the Region 6 LEPC to include Clinton County by Janet Gastineau, second by Dean House, motion carried unanimously.

- **Agency Reports**
 - **Homeland Security and Emergency Management Department**
 - Section 301 – LEPC membership –Susan Dixon presented the Nominations and Resignations for the IERC consideration:
 - March 27, 2014
Motion to accept the March resignations from their respective LEPCs by Jim Clark, second by Janet Gastineau, motion carried unanimously. Motion to accept the March nominations to their respective LEPC's by Jim Clark, second by Jeff Quigle, motion carried unanimously.
 - LEPC Membership Report – Susan Dixon, HSEMD. Dixon said there were 17 LEPCs that are considered inactive.
 - Section 303 – Plan Submissions – Susan Dixon, HSEMD. Dixon said that all counties have an ESF-10 in place.
 - Section 305 – Grants, Training Funds and Courses – Lisa Sexton, HSEMD, said we spent all the money in the FFY13 grant. Anyone who could not spend their money contacted her early enough so she could reallocate it. We moved \$ 12,000 from planning to training and did some extra projects. A handout (“Attachment 2”) is spread on the minutes which shows how much was spent by each LEPC in training and how many individuals they trained. A total of 4188 people were trained; of that 3512 were volunteers. There was a reduction in the FFY14 award from what she applied for due to sequestration. The requirement for the state to certify that those who were trained can perform (essentially a test) is anticipated to be a requirement prior to the award. Not sure what that will look like. We know it will be an online certification that the grantee and sub grantee will fill out and sign. It requires that the training be under the current NFP 472 rules. There is no choice - we will have to do it. Jim Clark stated that the fire service may come up with some testing standards. Dean House stated that TRANSCARE is also an option for free training. An additional requirement that training elements address the transport of Crude Oil will not come into effect until the 2015 grant. Jim Clark and Dean House explained that the issue with transport of Crude Oil concerns the type of rail car that must be used for

transport. The flash point of crude oil can vary and the Federal DOT is now requiring that they use Packing group 1 or 2 tank cars that have more appropriate designs than the current use of Packing group 3 tank cars. This should provide added tank car structural integrity and safety in the case of rail accidents. Susan Dixon volunteered to research the current trends in Crude Oil shipments in Iowa.

- **Dept. of Natural Resources**
 - Section 302 & 312 – Tier II Reporting & facility Submissions – Elonda Bacon, DNR Staff reported that the Tier II reporting went fairly smooth this year. We had close to 4,200 TIER II facilities reporting for 2013. Every county EMA and regional planner will be able to log into this database and have access to all report and queries. Adam Broughton stated that the new system has an unlimited number of users as opposed to the old system that limited the number of users. They are required to go out for bid every six years of updates or in this case a new system that was the winning bid. Kansas also uses this new system. The comments on the new system have been positive with many commenting that it is easy to use.
 - Section 304 - Emergency Notifications – Adam Broughton, DNR Staff reported that we had 772 spills in 2013 one less spill than in 2012. Handouts listing the number of spills, types of spills and spills by county were distributed to the IERC members. Adam stated that he is the now the main point of contact for emergency response spills at the DNR. Rodney Tucker is now assigned full time to health and safety issues at the agency.
- **EPA Reports** – Patricia Reitz, EPA – Provided a handout with the main topics noted on the minutes.
 - **Clean Air Act (CAA) 112 (r) - Risk Management Program**
 - New Version of myRMP for Anhydrous Ammonia Fertilizer Retailers Released
 - ANSI K6.1 Industry Standard for Safe Storage of Anhydrous Ammonia
 - Many Risk Management Program Facilities are due for Resubmission in 2014
 - RMP*Info Improvements Plannerd for 2014
 - Risk Management Program Compliance Assistance
 - Emergency Planning and Community Right-to-Know Act (EPCRA)
 - Toxic Release Inventory (TRI) Annual Workshops and Updates
 - Summary of 2012 TRI Data
 - Electronic Reporting of TRI Required
 - Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA)
 - Region 7 Removal Actions
 - Regional Response Team Meeting; April 1-2, 2014 Kansas City
 - Emergency Management Coordination
 - Planned Training in Region 7
 - Note: An EPA representative tried to elaborate on the information in the handout via the conference line. Due to a technical difficulty (echo on the conference line) her comments were not discernible.

- **Next meeting date** - Oct. 30, 2014, 10 a.m. at Polk County EMA.
- **Adjourn** – Dean House moved to adjourn, second by Janet Gastineau. Motion carried. Meeting adjourned at 11:20 a.m.

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