

MINUTES
IOWA EMERGENCY RESPONSE COMMISSION
Thursday, Oct. 30, 2014, at 10 a.m.
Polk County EOC
1907 Carpenter Ave.
Des Moines, IA 50314

- **Attendance and introductions – Need 6 of the 8 voting members for a quorum –**
Notations in Red indicate corrections noted from when the draft minutes were sent out.

Roll call:

Members Present:

- #Janet Gastineau–IERC Member
- #Dean House - IERC Member
- #Anne Jackson – IERC Chair
- #Jeff Quigle – IERC Member
- Jim Clark – IERC Member
- #Terry Butler - IERC Member
- #Kevin Plagman – IERC Member
- Angela Chen – IERC Member
(pending)
- Julie Waltz – IERC Member

Members/Staff not available:

- Cord Overton – IERC Member
- Christopher Enyeart– IERC Member
- Robin Pruisner– IERC Member
- Ken Sharp– IERC Member
- Tracey Epps-Administrator

(# denotes voting member)

A quorum was established.

- **Approval of Agenda** - Motion to approve the agenda by Julie Waltz, second motion by Dean House. Motion carried unanimously.
- **Approval of Minutes** –. Motion to approve the minutes from the March 27, 2014, meeting by Dean House, second motion by Jeff Quigle. Julie Waltz mentioned that she recalled that something was missing from Peg Stickrod, Region 5 HM out of Fort Dodge. She would get any recommendations for changes to Tracey Epps. Motion carried unanimously.
- **Correspondence, Speeches, Conference Reports**
 - Susan Dixon brought the Commission members up to speed on where the State is with regards to the US DOT and transportation of Bakken crude oil of over one million gallons on a train. BNSF added counties to the list of being impacted by

On the Conference Phone:

- Meghan Gavin – IERC Member
- #Staci Griffin - IERC Member
- Peg Stickrod – Region 5 HazMat

IERC Staff Present:

- Lisa Sexton-HSEMD
- Elonda Bacon-IDNR
- Adam Broughton-IDNR

Guests:

- Pat Reitz, EPA staff
- Susan Dixon, HSEMD Staff
- Janet Riley, HSEMD Staff

this ruling. BNSF sent a memo to Anne Jackson as the Chair of the IERC, dated Oct. 27, 2014, and included 11 previously unidentified counties. There was a meeting with the IERC Chair, HSEMD, IDNR and BNSF to review what the requirements were and what BNSF would be interested in providing. Dixon stated that, once HSEMD obtained the letter, she forwarded it onto impacted counties. House raised the question of timing of the memo- was it sent before they shipped into these counties? Dixon responded that the notification does not define the exact timing of the shipments due to security concerns. House's concern was more to- was the notification made after the shipments had already started? Dixon then proceeded to discuss that BNSF was willing to pre-position assets as well as paying for training for first responders. Jim Clark mentioned that he knew firefighters that have attended the suggested training and that it was excellent and very valuable training. This (meaning the newly identified impacted counties) information needs to be shared with IDOT and IDNR. The discussion topic was raised as to whether or not to formalize the process of getting the information into the IERC, forwarding it onto HSEMD and HSEMD forwarding it to the impacted County EMAs for dissemination to local fire departments. Did it need a vote? Meaghan Gavin stated that this action does not need a vote on the process as it would then lock the IERC into this process and would not allow for a change to it without formally voting again. Updates to this needs to be formally included in future agendas for the IERC. Kevin Plagman asked about bearing the cost for additional training. Lisa Sexton mentioned that it could be included under HMEP. Clark mentioned that TRANSCAER 2015 could also include specific hands on training for this hazard. Dixon mentioned that BNSF has trailers within 150 miles of each of their lines. These are road based trailers. They would, however, be open to housing assets at local fire departments if needed.

- **Standing Committee**
 - No reports from the Standing Committees- Anne Jackson reviewed/described with the group present what each committee does.
 - Executive Committee
 - LEPC Support/Education Committee
 - Rules and Fees Committee
 - Grants Committee
 - Nomination Committee
- **Old Business:** None
- **New Business:**
 - Terry Butler reiterated that he will be retiring/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. Tracey Epps will need to coordinate with Terry if he can remain as the private industry rep. If he cannot, then he has a replacement at Vermeer Corporation who would meet the requirements.
 - Bakken Crude discussion occurred during the “*Correspondence, Speeches, Conference Reports*” section.

- Jim Clark mentioned that he attended the HazMat Symposium and one presenter was the EMA from the TX HM explosion. Some of the issues he discussed were-lack of initial awareness that it could explode as there was a similar issue in recent memory that did not have an explosion, the large number of Federal agencies responding without tasking due to the fear of terrorism, and the person who was supposed to be the IC was unable to do so and he had to assume incident command. Also, the fire department did not tour the facility prior to the disaster.
- Jim Clark attended a meeting of the Region 3 LEPC. They appreciate the information that Lisa Sexton provides as well as the meeting they had to provide the opportunity to dialog. The group was looking for any mechanisms/packages for the EMAs to present to increase industry involvement in the LEPC activities. Julie Waltz stated that she has a power point presentation that could be shaped to meet the needs. Dean House mentioned that power point is not always the best vehicle, was there some sort of handout with pertinent information – contact name and information. Anne Jackson stated that the effort to pull this together will be forwarded to the Education Committee. Waltz will provide the power point. Terry Butler asked if the EMAs engaged the local Rotary Clubs as they are always looking for speakers and have participation of business owners as members.
- Jim Clark – hosted a Sheltering Workshop in Sioux City (Homeland Security Region 3). One of the questions that came out of that Workshop was whether or not HMEP grant money could be used to update ESF-10s to have information on sheltering. Typically, that would be ESF-6 and/or 8 but if you have a large transportation accident and you have to close off an interstate due to that accident, you may have to set up some shelters. Lisa Sexton says as long as the language is clear that it is transportation-related, HMEP grant can pay for the updates. Any hazmat planning could be eligible as long as the language is clear it is transportation-related.
- Susan Dixon brought up the topic of possibly combining the HazMat Symposium and the HSEMD Homeland Security Conference. The impression was favorable due to the overlapping topics/keynote speakers. More to follow.
- **Agency Reports**
 - **Homeland Security and Emergency Management Department**
 - Section 301 – LEPC membership –Janet Riley presented the Nominations and Resignations for the IERC consideration after some corrections were made to the list provided to the voting members. Dean House made motion to accept all nominations and resignation. Janet Gastineau made second motion. House noticed that there were more corrections that needed to be made. The adjustments were made and House made a nomination to accept the amended list, Gastineau made a second motion and the motion passed.
 - Section 303 – Plan Submissions – Susan Dixon, HSEMD. Dixon said that all counties have a compliant ESF-10 in place.
 - Section 305 – Grants, Training Funds and Courses – Lisa Sexton, HSEMD. Currently in the process of closing FFY14. We will zero-out (financially), U.S. DOT has said that if we do not, we could face a penalty. A handout (spreadsheet attachment) shows how much was spent by each LEPC in training, by course level,

discipline (fire, law, EMS, etc.) volunteer or paid, and how many students trained. This is how it has to be reported to Congress. Currently, in FFY2015. Focus is crude oil which will have to be included in the next application. FFY2016 (begins Oct. 1, 2015) – grant applications will be going out in December. Information right now says the federal application will come Feb. 1, 2015, which will make it due April 1, 2015, so any vote this Commission does will need to be the last two weeks of March. Anne Jackson - Very important to have a quorum at the March meeting. Lisa Sexton – question for the Commission is for FFY2016, in previous years, we've set aside \$5,000 for the HazMat Symposium and \$29,975 for the HazMat Task Force to conduct HazMat IQ courses across the state. That would come off the top of the training and planning money and the rest would go into the formula. Explanation of the HazMat IQ course from Jim Clark. Julie Waltz made motion to allocate funds from HMEP. Terry Butler made a second motion. Motion carried. Lisa Sexton – Last thing, the Region 7 LEPC Workshop is in Nebraska City, NE next year and there is grant money set aside for LEPC members to attend that. More information on that in March.

- **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 4,100 TIER II facilities reporting for 2014. This represents an increase of 80 from the previous year. There were approximately 60 that reported previously and not submitted this year. After numerous attempts to get the updated data, there are only eight that are not complete yet but are in process.
- Section 304 - Emergency Notifications – Adam Broughton, DNR – Spill Reports - had 638 spill as of Oct. 1, 2014, 25 more spills than this time last year. Typical is 750-800 per year. Not unusual to fluctuate. Johnson County is looking at setting up for fees for HazMat spills. Have not done that yet but looking at what specifically those fees can be used for. DNR staff reported that the emergency spill number will be changing after the Admin Code references are changed. HSEMD has one code change that will need to be changed as well. They are exploring options as to how to change the code mitigating the impact. Other issues that they have to deal with are the updating all of all printed information with the existing numbers. Press releases will go out when the number changes. More to follow.

- **EPA Reports** – Patricia Reitz, EPA – Provided a handout (attachment) with the main topics noted on the minutes. Reitz stated that she forwarded a copy to Tracey Epps for electronic distribution.

- **Executive Order 13650 Update**

Came out of West, Texas

Deals mostly with how federal agencies need to communicate better

- LLIS – Lessons Learned Information Sharing
 - Identify Best Practices for Safety and Security
- Monthly newsletter- she sent it out, did anyone receive it? Send her an email if interested.
- Webinar explaining the update

- **Clean Air Act (CAA) 112 (r) - Risk Management Program**
 - Risk Management summary noted that Iowa has the largest number of facilities in Region 7. Of them, the industry with the highest number of facilities is Agriculture. The second highest is the Food and Beverage Industry.
 - Many Risk Management Program Facilities are due for Resubmission in 2014 - there are 11 facilities from Iowa that are late. Reitz will provide the names of the facilities that are late.
 - Risk Management Program Compliance Assistance
 - Risk Management Program Webinars- Reitz has slides and they will be available via the website on the attachment. These slides come with narration.
 - New Version of myRMP Tool for Anhydrous Ammonia Fertilizer Retailers Released- this has been updated in the last year and is ag-specific.
- Emergency Planning and Community Right-to-Know Act (EPCRA)
 - Toxic Release Inventory (TRI) - new chemical added - Adam Broughton thought that the new chemical, nonylphenol is an ingredient in plastics manufacturing.
- Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA)
 - Region 7 Actions- the EPA is working closer with federal partners to be better prepared and for better response coordination.
- Other news
 - Region 7 LEPC/TERC 2015 Conference
 1. Passed out save the date mailers for both vendors as well as participants
 2. Dates are set Aug. 6-8, 2015, in Nebraska City, NE.
 - Planned Training in Region 7- attachment (flyers for vendors and participants)
- **Public Comments**
Peg Stickrod is on the conference call line but has no comments.
- **Next meeting dates**
March 26, 2015 10 a.m. - Location TBD
Oct. 29, 2015 – Location TBD
- **Adjourn** – Dean House moved to adjourn, second motion by Janet Gastineau. Motion carried. Meeting adjourned at 12:05 p.m.