

**INDIANA EMERGENCY RESPONSE COMMISSION (IERC)
TRAINING COMMITTEE**

Marion County Health Department

4012 North Rural Street

Indianapolis, Indiana 46205

January 8, 2018

10:00 AM [Start Time: 10:03am]

COMMITTEE MEMBERS PRESENT:

Bernie Beier—Local Government
Representative, Chair

Ian Ewusi—IDHS

Larry Hamby—Designee for IDHS Executive
Director

James Greeson—State Fire Marshal

Tracy Smith—IDHS

Charles Heflin—IDHS

COMMITTEE MEMBERS ABSENT

Matt Bilkey—Designee for Superintendent of ISP

The following Commissioners, staff and audience members were present:

Marc Torbeck—IDHS

Kassandra Buster—IDHS

Alex Straumins—IDHS

Jeff Larmore—Local Government
Representative

WELCOME AND INTRODUCTION

Mr. Beier welcomed everyone and requested a determination of a quorum.

QUORUM

Ms. Buster indicated a quorum was present.

CONSIDERATION OF MINUTES

A motion to accept the November 13, 2017 meeting minutes was made by Mr. Ewusi and seconded by Mr. Hamby. No further discussion occurred. All present were in favor.

Motion Carried.

OLD BUSINESS

No old business listed on the agenda for this meeting. Mr. Beier opened the floor for further discussion. No further discussion occurred.

NEW BUSINESS

Vantage Point Consulting (training course approval)

Mr. Beier reported that Vantage Point Consulting submitted a request for approval to provide hazmat emergency preparedness courses and he expressed that the six (6) instructors from the company were well-qualified instructors. Mr. Hamby explained that he personally knew everyone listed on the Vantage Point Consulting application and he reported that they were a group of young professionals that had expertise in various areas. Mr. Ewusi requested clarification on how Vantage Point Consulting would be added to the LEPC resource and training list and he further requested clarification on whether the committee would approve the six (6) instructors or the company as a whole. Mr. Hamby recommended adding Vantage Point Consulting to the list because the instructors represent the company.

Mr. Hamby recommended that LEPCs notify the Training Committee of instructors that were failing to perform up to professional standards and Ms. Smith suggested implementing a feedback form. Mr. Beier informed the committee that this discussion would carry forward to the next agenda item. Mr. Larmore advised that listing every instructor from Vantage Point Consulting was not practical. No further discussion occurred.

A motion to approve Vantage Point Consulting's hazmat emergency preparedness courses was made by Mr. Hamby and seconded by Mr. Heflin. No further discussion occurred. All present were in favor.

Motion Carried.

General discussion of LEPC training issues

Mr. Beier began the discussion by inquiring about the role of the Training Committee and how the committee could become more effective. He requested feedback on the Training Committee's legal obligations with LEPCs designated as county boards. He advised that the process to hire vendors was the responsibility of the LEPCs. He reported that the role of the Training Committee was to ensure that LEPCs were guided in the right direction to hire qualified instructors to conduct LEPC exercises and hazmat training courses. Ms. Smith suggested the Training Committee determine the needs of the LEPCs and begin offering guidance based upon those needs and Mr. Beier reiterated the idea of creating a feedback form or conducting a survey to determine their needs. He recommended revising the LEPC Planning and Training Resource (LPTR) list and Ms. Smith suggested distributing a survey at the end of each course to gather data on instructor's performance.

Mr. Larmore advised that performance standards could be determined by the students pass and fail rates and he reported that the Marion County LEPC has a pass rate that was well above the state average. Mr. Heflin asked Mr. Larmore where he was gathering the data on the pass and fail rates in Marion County and Mr. Larmore reported that Mr. Jerry Milbourn and Mr. Fred Schemer supplied the data. Mr. Larmore advised that a feedback form would be a good tool to collect pass/fail rates data and Mr. Beier reported that there was already a system in place to track hazmat instructor's performance levels.

Mr. Beier reported that there were instructors and companies on the LPTR list that have been on the list for ten (10) or fifteen (15) years and he was concerned that the list needed to be updated to ensure

the instructors were active and companies were still in business. He further reported that the HSEEP approval process ensured quality assurance for LEPC exercises. He advised that the application process to approve instructors was not consistent. Mr. Larmore reported that the individuals and companies have been on the LPTR list for years and Mr. Ewusi advised that the list was updated annually. Mr. Ewusi reported that staff would reach out to the instructors and companies at the end of January or beginning of February to confirm the status of the entities listed. Mr. Ewusi clarified that the Training Committee was established to review and approve instructors and companies that provided hazmat training services.

Mr. Ewusi reported that LEPCs were required to conduct annual exercises and one of the responsibilities of the Training Committee was to ensure the exercises were being conducted according to policy. He recommended that the Indiana Department of Homeland Security (IDHS) Exercise staff attend the next Training Committee meeting to provide feedback and suggestions on how to improve the exercise process. Mr. Ewusi advised that the IERC approved companies, facilitators and instructors that provide services and the IERC has not established specific criteria. Mr. Larmore reported that the LEPCs who utilize approved vendors to conduct exercises and courses have been evaluated by staff. Mr. Beier advised that he would continue his efforts to reach the IDHS Training staff and work on developing a more efficient approval process. He reported that he was clear on the purpose of the LPTR list but waiting for vendors to be approved at the local level was inefficient.

Mr. Beier reported that in the future the LEPCs should have the authority to use temporary vendors or staff should have the authority to approve qualified instructors. Mr. Ewusi reported that this topic has been addressed at previous meetings and staff has the authority to approve qualified vendors if there is an immediate need. He suggested that the Training Committee implement standardized guideline for the Hazardous Materials Plan. Mr. Beier reported that LEPCs should be encouraged to use a standardized tool where staff could track their progress.

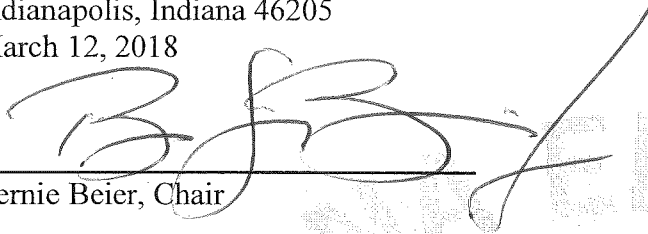
Mr. Hamby reported that there were issues with students implementing the knowledge learned from training courses and applying the skills in the field and he suggested that students receive performance evaluations. He further reported that LEPCs should be evaluated on their exercises and how they implement the lessons learned in the field. Mr. Beier reported that the Allen County LEPC conducts facility based exercises because LEPCs do not respond to transportation spills or incidents. Mr. Hamby reported that terms were not consistent, he noted that IDHS used the term Chemical, Biological, Radiological and Nuclear Explosives (CBRNE) and LEPCs used the term Hazmat but the same response personnel responded to the scene. Mr. Larmore reported that LEPCs should coordinate and hold multijurisdictional training. Mr. Beier reported that the Training Committee should develop a method to increase the coordination by either using existing tools or implementing new resources. No further discussion occurred.

ADJOURNMENT

A motion to adjourn the meeting was made by Mr. Hamby and was seconded by Mr. Heflin. No further discussion occurred. All present were in favor. Meeting adjourned at 10:26am.

NEXT MEETING

Marion County Health Department
4012 N Rural Street
Indianapolis, Indiana 46205
March 12, 2018



Bernie Beier, Chair

