



MICHAEL R. PENCE, Governor
STATE OF INDIANA

INDIANA DEPARTMENT OF HOMELAND SECURITY
302 West Washington Street
Indianapolis, IN 46204

INDIANA EMERGENCY RESPONSE COMMISSION (IERC) MEETING

**Peabody Library
1160 State Road 205
Columbia City, Indiana 46725
March 14, 2016
1:00 PM (start time was 1:07pm)**

COMMISSION MEMBERS PRESENT

James Greeson—State Fire Marshal, Chair
Laura Steadham—Designee for Commissioner of IDEM
Robert Johnson—Designee for IDHS Executive Director
Edward Schroder—Designee for Superintendent of ISP
Bernie Beier—Local Government Representative
Edward Offerman—Public Representative
Dean Larson—Public Representative

COMMISSION MEMBER ABSENT

James Pridgen—Business and Industry Representative
Shawn French—Business and Industry Representative

The following IDHS and IDEM staff members were present:

Brad Gavin—IDHS	
Charlie Heflin—IDHS	Madison Roe—IDHS
Ian Ewusi—IDHS	Krystal Hackney—IDHS
Rick Dolsen—IDHS	Steve Broniarczyk—IDHS

The following members of the audience were present:

Tim Maloney—Fort Wayne Fire Department
Todd Haley—Lilly Industries
Becky Waymire—Morgan County LEPC (on the phone)
Jeff Larmore—Marion County LEPC
Amy Biggs—Whitley County LEPC
Mick Newton—Noble County LEPC
Mike Alley—Resilient Strategies

WELCOME AND INTRODUCTION

Mr. Greeson welcomed everyone to the meeting, provided a few housekeeping items, requested prayers for the family of IERC Commissioner Shawn French due to the loss of his mother, and then requested determination of a quorum.

QUORUM

Mr. Heflin indicated a quorum was present.

CONSIDERATION OF THE MINUTES

Motion to accept the minutes from January 11, 2016 was made by Mr. Larson and seconded by Mr. Johnson. No further discussion. All members present were in favor.

MOTION CARRIED.

REPORT OF THE CHAIR

Mr. Greeson opened by introducing some new people present at the meeting. First introduction was Mr. Ed Offerman recently appointed to the IERC by the Governor who is a retired Department of Defense employee. Mr. Offerman reported that he was involved in contract compliance and law enforcement within the Department of Defense and is currently on the Hamilton County Salvation Army Advisory Board as well as on the Board of Hamilton County Community Corrections. The second introduction was Krystal Hackney a new IDHS employee working as a SARA Title III Specialist.

Mr. Greeson reported on the recent completion of the Tier II reporting period and noted this is the first year that Tier II reporting was done solely under the oversight of IDHS and completed using the new Tier II Manager software program. Mr. Greeson thanked staff for their hard work over the recent months assisting over 5500 facilities in 2016 and bringing in revenues of over \$500,000.

Mr. Greeson reported on the status of House Bill 1090 and noted the bill was still moving through the legislative process.

Mr. Greeson reported on a meeting he had with Catherine Young with FEMA’s Chemical Facility Anti-Terrorism Standards (CFATS). CFATS regulates the security of high-risk chemical facilities around the country. He noted that Indiana has approximately 100 high-risk facilities. Mr. Greeson invited Ms. Young to attend the May meeting to conduct a presentation on what CFATS does in Indiana.

ROSTER APPROVAL

Mr. Ewusi presented the following 49 LEPC rosters for membership appointments/removals:

Adams	Allen	Bartholomew	Clark	Clay	Clinton	Daviess
Dearborn	DeKalb	Dubois	Floyd	Franklin	Fulton	Greene
Hamilton	Hancock	Hendricks	Huntington	Jackson	Jay	Knox
LaPorte	Lawrence	Madison	Marion	Miami	Monroe	Ohio
Montgomery	Parke	Perry	Pike	Porter	Posey	Pulaski
Putnam	Ripley	Shelby	St. Joseph	Starke	Sullivan	Union
Tippecanoe	Vanderburgh	Wabash	Warren	Washington	White	Whitley

Mr. Greeson requested a motion to approve the roster changes as submitted. Motion was made by Mr. Schroder and seconded by Mr. Beier. No further discussion was presented. All present were in favor.

MOTION CARRIED.

COMMITTEE REPORTS

Communications Committee—Jeff Larmore, Chair

Mr. Larmore reported the proceedings of the Communications Committee meeting as follows:

The Committee discussed the EMAI conference and approved funding the 2016 EMAI/IERC conference in the same manner of the 2015 conference in an amount not to exceed \$10,000.

The Committee approved asking Mr. Pridgen and Mr. French to sit on the EMAI Vendor Committee and approved Mr. Beier to sit on the EMAI Planning Committee.

The Committee approved the use of the IERC logo on the EMAI/IERC challenge coin to be used during the conference.

The Committee approved the exploration of developing a monthly IERC publication that would be an outreach tool to any entity affected by Sara Title III. The Committee requested an effort be made to update the IERC website.

The Committee also discussed the streaming/webcasting of future IERC meetings.

Policy/Technical Committee—Laura Steadham, Acting Chair

Ms. Steadham reported the proceedings of the Policy/Technical Committee meeting as follows:

Policy/Technical Committee Chair, Jim Pridgen, informed the Committee that he had selected a few locations to conduct an IERC retreat and he was looking for dates to hold the retreat.

The Committee was looking to possibly hold the retreat in conjunction with an upcoming IERC meeting.

There was also some discussion on the topics to be discussed at the retreat.

There was some discussion about outreach to the Indiana firefighting community to get them signed up and trained on the new Tier II Manager system.

There was some discussion about outreach to the facilities in Indiana and how it can be useful to improve the reporting process in the Tier II Manager system.

There was a suggestion from the Committee to research and possibly adopt an informational document used by the State of Michigan in their Tier II reporting.

Training Committee—Bernie Beier, Chair

Mr. Bernie Beier reported the proceedings of the Training Committee meeting as follows:

The Training Committee addressed only one issue related to training provided to the South Bend Fire Department. The Committee recommended approval of retroactive payment for a course delivered to South Bend Fire Department as long as the instructors had an approved course number and the St. Joseph County LEPC agreed to fund the training.

Fiscal Committee—Bruce Palin, Chair

The Fiscal Committee did not hold a meeting.

Motions for each Committee proposal were taken in order and presented for approval.

The Communications Committee requested approval to financially support the EMAI/IERC conference in 2016. The funding would be the same as 2015 in an amount not to exceed \$10,000. Mr. Larson made a motion to approve and was seconded by Mr. Beier. No further discussion was presented on the motion.

All present were in favor.

MOTION CARRIED.

The Communications Committee requested approval for Mr. Pridgen and Mr. French to serve on the EMAI Vendor Committee for the 2016 EMAI/IERC conference. Motion was made by Mr. Larson and seconded by Mr. Beier. All present were in favor.

MOTION CARRIED.

The Communications Committee requested approval for Mr. Beier to serve on the EMAI Planning Committee. Motion was made by Mr. Larson and seconded by Mr. Johnson. All present were in favor with Mr. Beier abstaining from the vote.

MOTION CARRIED.

The Communications Committee requested approval for EMAI to use the IERC logo on one side of the EMAI/IERC conference challenge coin. Motion was made to approve by Mr. Beier and seconded by Mr. Larson. All present were in favor.

MOTION CARRIED.

The Communications Committee requested approval to explore the development of a monthly publication to provide information to those affected by the Sara Title III program and to see if there will be enough interest in providing a monthly "newsletter." There was a brief discussion on this topic asking clarifications on the proposal. Motion was made to approve the request by Mr. Larson and seconded by Mr. Johnson. All present were in favor.

MOTION CARRIED.

The Training Committee requested approval to authorize payment to South Bend Fire Department for the delivery of a Hazardous Materials training course and to make the payment retroactive if the St. Joseph County LEPC so desires. Motion was made by Mr. Beier and seconded by Mr. Johnson. All present were in favor.

MOTION CARRIED.

APPROVAL OF COMMITTEE REPORTS

Mr. Greeson requested a motion to approve all committee reports. Motion was made by Mr. Beier and seconded by Mr. Larson. No further discussion was presented. All present were in favor.

MOTION CARRIED.

SPECIAL PRESENTATION

Mr. Steve Broniarczyk, from the IDHS and Mike Alley, with Resilient Strategies conducted a presentation on efforts to develop Public and Private Partnerships throughout the State of Indiana as well as the Business Emergency Operations Center initiative. [A copy of the presentation is available upon request]

OLD BUSINESS

Mr. Gavin reported that House Bill 1090 had passed both the House and Senate and awaiting the Governor's signature. If it is signed, he noted it will go into effect on July 1st.

NEW BUSINESS

Ms. Madison Roe gave the Commission an update on the Hazardous Materials Emergency Preparedness Grant program. She discussed the changes on what the HMEP funds could be used for now and noted the following changes:

HMEP could now be used for both training and planning instead of just being able to use it for one or the other.

The 75% pass-through requirement is also being removed.

The HMEP grant cycle is also being shifted to 3-year grant.

Future funding will be tied to counties conducting risk assessments. Ms. Roe answered questions posed by the Commission members.

SARA TITLE III PROGRAM REPORT—Jan Ewusi (see attached written report)

Mr. Ewusi provided a written report and discussed the activities within the SARA Title III Program.

A motion was made by Mr. Johnson to accept the SARA Program Activity Report and was seconded by Mr. Beier. All present were in favor.

MOTION CARRIED.

PUBLIC COMMENTS

Mick Newton, EMA Director in Noble County and LEPC member, presented some concerns he had about the Tier II Manager reporting system. He reported that Newton County had spent a great deal of time compiling accurate reporting data from the facilities in their county. Mr. Newton reported that the new Tier II Manager system did not provide enough detail about facilities in Noble County despite the requirement to upload a site plan when they file their annual reporting. Mr. Newton noted that he would like to see more vetting done when facility information is provided to ensure the data and maps are accurate. Mr. Ewusi explained that each LEPC could vet their information and work with their facilities to ensure the data they are getting was as detailed as the county wishes it to be.

Todd Haley with Eli Lilly and Company presented some concerns he had about the Tier II Manager reporting process. One concern he had was how the system allowed others to sign off on the certification statement other than the individual who did file the report. Another issue he presented was about the required fields in Tier II Manager that did not match the statutory requirements in Indiana Code. He made the suggestion that Indiana mirror the training document that the State of Michigan had which educates facilities on how to use the software.

Mr. Larmore, with Marion County LEPC, presented results of a survey they conducted with their local facilities.

NEXT MEETING

May 9, 2016 - 1:00PM
Grant County Office of Emergency Management
401 South Adams Street Suite 601
Marion, Indiana 46953

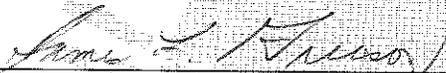
ADJOURNMENT

Chair asked for meeting adjournment.

Motion to adjourn the meeting was made by Mr. Johnson and seconded by Mr. Larson.

MOTION CARRIED.

MEETING ADJOURNED.



James Greeson, Chairman



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INDIANA DEPARTMENT OF HOMELAND SECURITY
302 West Washington Street
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TO: IERC Commission Members
FROM: Ian Ewusi, IERC Field Representative
DATE: March 10, 2016
SUBJECT: SARA Title III Program Activity Report

This is a report on my activities since the last IERC meeting on January 11, 2016, held in Indianapolis, Indiana.

FOLLOW-UP FROM PREVIOUS MEETING

2016 LEPC Factsheet—The updated document has been completed and posted online. The new factsheet has been updated to reflect Indiana code and staff changes.

Notices to Applicants for the LEPC Planning and Training Resource (LPTR) List—Contacted Federal Resources Company and Dr. Gasaway and informed them about the approval of their applications and inclusion on the LPTR list.

Notices of Committee Appointment—Sent notice to Ms. Stephanie McKinney about her appointment to the IERC Communications Committee, and she readily accepted the appointment.

LEPC Contact List—Completed/posted at http://www.in.gov/dhs/files/LEPC_contact_list_03-09-2016.pdf

EPCRA FACILITY REPORTING

The rollout of the Tier II Manager system for EPCRA reporting commenced on January 1, 2016, and the system has worked smoothly without major incident. Staff both in technical and customer support roles worked tirelessly through the busiest reporting period (February) to facilitate all customer needs.

- **Current Reporting Status** (March 1, 2016, deadline for EPCRA 312 Reporting)

	EPCRA 312 (Tier 2) Storage Inventories	EPCRA 311 (SDS) List of chemicals	EPCRA 302 Emergency Notifications
Completed	5403	187	133
Initiated (In Progress)	96		
Fee Exempt	470		
Total Fees	<i>Online Payments</i> 4526	\$449,580	\$527,771
	<i>Paper Checks</i> 113	\$78,191	

- **17 EPCRA Workshops for Reporting Facilities Completed**

DATE	LOCATION/ADDRESS	COUNTY	TIME
January 6, 2016	Muscatatuck Urban Training Center (MUTC)	Jennings	9:00 am -12:00 noon
January 8, 2016	Office of EMA/DHS	Grant	9:00 am -12:00 noon
January 12, 2016	Hamilton County 4H Fairgrounds, Annex Building	Hamilton	9:00 am -12:00 noon
January 13, 2016	Intelliplex Conference Center	Shelby	9:00 am -12:00 noon
January 19, 2016	Bloomington Township Fire Department	Monroe	9:00 am -12:00 noon
January 21, 2016	Randolph County Jail	Randolph	9:00 am -12:00 noon
January 22, 2016	Greater Elkhart Chamber of Commerce	Elkhart	8:00 am – 9:00 am
January 23, 2016	Fire Marshal Marshal's Leadership seminar	Jennings	9:00 am – 10:00 am
January 28, 2016	Public Safety Academy	Allen	9:00 am -12:00 noon
February 2, 2016	Hendricks County 4-H Fairgrounds	Hendricks	9:00 am -12:00 noon
February 4, 2016	Neff Center	Elkhart	9:00 am -12:00 noon
February 6, 2016	Fire Marshals Leadership Seminar	Hendricks	9:00 am – 10:00 am
February 9, 2016	Adams Memorial Hospital	Adams	9:00 am -12:00 noon
February 11, 2016	Howard County EMA	Howard	9:00 am -12:00 noon
February 16, 2016	Noble South Office Complex	Noble	9:00 am -12:00 noon
February 18, 2016	Ogle Center	Jefferson	9:00 am -12:00 noon
February 23, 2016	County Justice Building	Kosciusko	9:00 am -12:00 noon

- **Tools for Tier II Manager Users**

PowerPoint presentations and cheat sheet were created to meet the individual needs of facilities, LEPCs and fire department personnel. These and other supporting documents are posted at the designated SARA Title III webpage: <http://www.in.gov/dhs/3893.htm>.

LEPC ACTIVITIES

2015 Compliance Status for 2016 Funding Year

70 out of 92 LEPCs (76%) have completed and submitted all funding requirements in accordance with IC 13-25-2-10.7. Eleven (11) additional LEPCs will be compliant if they submit their fiscal and/or exercise reports by the end of this week. The current online reporting system has had some difficulties, and we are working with IT on ways to maintain the efficiency of the online report system for LEPC compliance.

8 LEPC Meetings Attended

Bartholomew—1/19
St Joseph—1/22

Switzerland—1/26
Hamilton—1/28

Marion—2/1
Hendricks—2/11

White—2/25
Lawrence—3/11



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INDIANA DEPARTMENT OF HOMELAND SECURITY
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TO: IERC Commission Members
FROM: Ian Ewusi, IERC Field Representative
DATE: May 2, 2016
SUBJECT: Recommended Funding for LEPCs in 2016 Funding Year

The following 80 LEPCs are recommended to receive funding from DOR prior to July 1, 2016, for meeting 2015 statutory requirements in accordance with IC 13-25-2-10.6. The funding amounts will be electronically transferred into each respective LEPC account:

Adams	Fountain	Jefferson	Noble	St. Joseph
Allen	Franklin	Jennings	Ohio	Steuben
Bartholomew	Fulton	Johnson	Owen	Sullivan
Boone	Gibson	Knox	Parke	Tippecanoe
Brown	Grant	Kosciusko	Perry	Tipton
Clark	Greene	LaGrange	Pike	Union
Clay	Hamilton	LaPorte	Porter	Vanderburgh
Clinton	Hancock	Lawrence	Posey	Vermillion
Daviess	Harrison	Madison	Pulaski	Vigo
Dearborn	Hendricks	Marion	Putnam	Wabash
Decatur	Henry	Marshall	Randolph	Warren
DeKalb	Howard	Miami	Ripley	Warrick
Delaware	Huntington	Monroe	Rush	Washington
Dubois	Jackson	Montgomery	Scott	Wayne
Elkhart	Jasper	Morgan	Shelby	Wells
Floyd	Jay	Newton	Spencer	White

In accordance with IC 13-25-2-10.7, it is my recommendation to withhold 2016 funding for the following 12 LEPCs because they did not meet the 7 compliance requirements in 2015 (see below for the reasons):

County	Reason(s)—Missing Compliance Documents
Benton	Inactive (no compliance documents submitted)
Blackford	Inactive (no compliance documents submitted)
Carroll	Inactive (no compliance documents submitted)
Crawford	Inactive (no compliance documents submitted)
Fayette	Inactive (no compliance documents submitted)
Martin	Inactive (no compliance documents submitted)
Starke	Inactive (no compliance documents submitted)
Cass	Plan updates, exercise reports, fiscal reports, meeting minutes and sign-in sheet
Orange	Plan updates, exercise reports, meeting minutes and sign-in sheet
Lake	Plan updates, exercise reports, fiscal reports
Switzerland	Plan updates, bylaws, exercise reports, fiscal reports, legal notice, meeting minutes and sign-in sheet
Whitley	Plan updates

Formal notices will be sent to the LEPCs explaining the Commission's decision to withhold 2016 funding.

