



ERIC J. HOLCOMB, Governor  
STATE OF INDIANA

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

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

**Marion County Health Department  
4012 N. Rural Street  
Indianapolis, Indiana 46205**

**January 9, 2017**

**11:00 AM [start time 11:15]**

**COMMITTEE MEMBERS PRESENT:**

Jeff Larmore—Local Government Representative,  
Chair  
Ian Ewusi—IDHS  
Dean Larson—Public Representative

James Pridgen—Business/Industry Representative  
Becky Waymire—Morgan County LEPC

**COMMITTEE MEMBERS ABSENT:**

Shawn French—Business/Industry Representative

Matt Bilkey—Designee for Superintendent of ISP

**COMMITTEE MEMBERS ON THE PHONE:**

Stephanie McKinney—Gibson County LEPC

**The following Commissioners, staff and audience members were present:**

Cara Cyrus—IERC Commissioner  
Justin Guedel—IDHS  
Krystal Hackney—IDHS  
Charles Heflin—IDHS  
Marc Torbeck—IDHS

**WELCOME AND INTRODUCTION**

Mr. Jeff Larmore welcomed everyone to the Communications Committee meeting and requested a determination of a quorum.

**QUORUM**

Mr. Heflin indicated a quorum was present.

**CONSIDERATION OF MINUTES**

Motion to approve the November 14, 2016, meeting minutes was made by Mr. Pridgen and seconded by Ms. Waymire. No further discussion was offered.

**Roll Call Vote**

Mr. Larson—Absent  
Mr. Ewusi—Yes

Mr. Pridgen—Yes  
Mr. Larmore—Yes

Ms. McKinney—Yes

Ms. Waymire—Yes

**MOTION CARRIED**

## **OLD BUSINESS**

Mr. Larmore asked Ms. McKinney to provide an update on planning for the EMAI conference in 2017. Ms. McKinney reported that she had reviewed some of the potential speakers but was hesitant to move forward with any planning until she knew if the IERC would be partnering with EMAI in 2017. Ms. McKinney stated that IERC Chair Mr. Greeson had told her to move forward with conference planning as if the IERC would be a partner but she knows Mr. Pridgen has some reservations. Mr. Pridgen indicated that his reservations stemmed from not having the ability to see the fiscal reports on the 2016 EMAI/IERC conference. Mr. Pridgen requested a report from the EMAI Board that outlined the revenues and expenses for the 2016 EMAI/IERC conference. Ms. Waymire indicated that she too would like to see the financial reports from the EMAI Board. Ms. McKinney reported that the EMAI Board has a conference call planned for January 18, 2017 and should have the financial report available after that call. Mr. Ewusi asked if any of the IERC Commissioners or IDHS staff would be able to participate on the EMAI conference call. Ms. McKinney stated that Mr. Larmore would have the information for the call and that any staff member could also participate. She stated she would be sending Mr. Ewusi the conference call information. Mr. Ewusi reported that the EMAI Board, in conjunction with Ms. McKinney's assistance, had resolved the billing discrepancy identified after the EMAI/IERC conference. Mr. Ewusi thanked Ms. McKinney for her assistance in getting that billing discrepancy resolved. Mr. Pridgen asked if the \$10,000 IERC contribution to the EMAI/IERC conference included admission for staff speakers and the IERC Commissioners. Mr. Ewusi reported that moving forward IERC contribution would include Commission members and staff speakers and that the 2017 conference MOU will outline exactly what the \$10,000 would cover. Ms. Waymire noted her support towards obtaining a detailed break-down of the expenses incurred by the EMAI for the conference. Mr. Larmore also noted his support for ensuring the 2017 MOU is detailed and everyone understands what provisions it includes.

Mr. Larmore introduced the topic *SWERP Discussion*. Mr. Larmore requested to know if the Committee and the Commissioners want to continue to push for the LEPCs to develop relationships with their local water utilities. He also asked if there should be a push to have LEPCs in communities with surface water utilities design exercises that include response to incident that involve a surface water contamination. Mr. Ewusi reported that the surface water response requirement is a responsibility of the water utility and not the LEPC. He stated that it does make sense for the LEPC to work with the local water utilities. Mr. Ewusi stated that the topic should be referred to the Policy-Technical Committee because they will have to approve a policy that allows exercises that do not require the use of an EHS or CERCLA chemical. He also noted that it is necessary to determine if the policy would create an undue burden to the LEPCs to conduct these exercises. Ms. Waymire stated that each LEPC should already have a representative that should sit on the well-head protection committee of the local water utilities board. Mr. Pridgen requested to know if it is possible to get a list of the LEPCs that actually have a member who sits on the Wellhead Protection Board. Mr. Ewusi stated that there are approximately twenty counties that are affected by the SWERP program. Ms. Waymire stated that she felt it is an undue burden if the affected LEPCs were required to conduct (2) two exercises each year. Mr. Pridgen reported that District 8 just conducted an exercise that included contamination of a surface water source. He felt the exercise went very well and did not feel as though an LEPC would have to conduct a second exercise so long as they participated in a district-level exercise. Mr. Larmore asked if the District 8 exercise included a chemical that would give the LEPC credit for their annual exercise such as an EHS or a CERCLA chemical. Mr. Larmore requested that this discussion be placed on the March agenda for the Policy-Technical Committee.

## **NEW BUSINESS**

Mr. Larmore introduced the agenda topic *RMP Rules Change Discussion*. Mr. Larmore stated that recent changes made by the EPA in regards to facilities that are required to have a Risk Management Plan are

changing and it will affect some LEPCs in the state. He reported that affected facilities will likely be reaching out to LEPCs and it would be a good idea to prepare the LEPCs for what they may be required to do in the future. Mr. Ewusi stated that Indiana is not a delegated state under the RMP program so it is unclear how Indiana will be affected by these rule changes or if any changes will need to take place. Mr. Larmore suggested the Committee look further into how the changes will affect the LEPCs so the Committee can educate the affected LEPCs and get them prepared to deal with facilities when they reach out to their LEPC. Ms. Waymire requested to know what the qualifications are for a facility to be designated an RMP facility. Mr. Larmore explained the facility has to handle certain chemicals, and in certain quantities, defined by RMP guidelines. Mr. Larmore explained that he has some documentation about the RMP rule that he would provide to IDHS staff for dissemination to LEPCs and to Committee members.

Mr. Larmore introduced the topic *Distribution of IERC Minutes to the LEPCs*. Mr. Heflin explained that he would like committee approval to distribute the official approved IERC minutes via email to the LEPCs. Mr. Pridgen, Ms. Waymire and Mr. Larmore all noted their support for the suggestion. There was no action necessary on behalf of the Committee.

Mr. Larmore discussed the idea of developing some educational materials and promotional videos that could be distributed to the LEPCs for public outreach activities. He suggested developing some pamphlets that each LEPC could brand as their own and some short promotional videos that the LEPCs could use in their respective counties. Mr. Larson asked if the written materials could be included as an appendix to the IERC handbook and he also suggested that any videos not be longer than ten minutes in length. Mr. Pridgen also supported the idea of keeping the videos short and also making shorter videos that may be used as a Public Service Announcements (PSA). Mr. Larson asked if there are any funds available to develop professional-looking promotional videos utilizing the IDHS PIO office or hiring a firm to produce the videos. Mr. Ewusi stated that it would have to be brought before the Fiscal Committee at their next meeting to see if it is in their budget. Mr. Pridgen reported that the Indiana Law Enforcement Academy has a professional studio which may be utilized to create these videos. Mr. Heflin mentioned possibly asking the IDHS PIO office to also distribute information about LEPCs on their Facebook page. He stated he believes it is a good idea to do some kind of general educational campaign due to the general public's lack of knowledge about LEPCs. Mr. Pridgen also suggested possibly utilizing some of the electronic billboards around the state and seeing if the owners of these billboards would be willing to give the IERC some PSA time at no cost. Mr. Larmore suggested asking the IDHS PIO office to attend the next Communications Committee meeting in March.

Ms. Waymire asked if it is possible to get information on any legislative bills that may be before the Indiana legislature that affect the IERC. Mr. Pridgen asked if it was possible to utilize the IN.gov website to follow any bills. Mr. Guedel explained that there is a bill-watch feature available for any Homeland Security-related topics and he may be able to also use that to track LEPC-related topics. He stated he would do some checking and see if it is possible to follow LEPC-related bills as well. Mr. Larmore requested that staff keep the Committee and Commission members updated on any bills that may affect the LEPCs. Mr. Larson requested to know if it was legal for the IERC to utilize their funds on PSAs. Mr. Guedel stated that he would look into it and report back.

#### **ADJOURNMENT**

Mr. Pridgen motioned to adjourn the meeting seconded by Mr. Larson. All present were in favor. Meeting was adjourned at 12:00pm.

#### **NEXT MEETING**

March 13, 2017  
Madison County 911 Communications Center  
200 North Delaware Street  
Anderson, Indiana 46016

  
Jeff Larmore, Chair

