

Indiana Emergency Response Commission

INDIANA EMERGENCY RESPONSE COMMISSION

Virtual

January 11, 2021

COMMISSION MEMBERS PRESENT:

Joel Thacker—State Fire Marshal, Chairperson
Laura Steadham—Designee for IDEM Commissioner
Larry Hamby—Designee for IDHS Executive Director
Bruce Palin—Public Representative
Jeff Larmore—Local Government Representative
Cara Cyrus—Business/Industry Representative
Matt Bilkey—Designee for Superintendent of ISP
Shawn French—Business/Industry Representative
James Pridgen—Business/Industry Representative

The following staff members were present:

Madison Roe—IDHS
Amanda Horner—IDHS
Elliot Anderson—IDHS

WELCOME AND INTRODUCTION

The meeting was called to order at 1:30 p.m. Chairman Thacker welcomed everyone to the January Indiana Emergency Response Commission (IERC) meeting and requested the determination of a quorum.

QUORUM

Ms. Horner indicated a quorum was present after the roll call, with seven (7) out of nine (9) members in attendance. Two Commissioners, Mr. Larmore and Mr. Palin, joined the meeting after the initial roll call.

REPORT OF THE CHAIR

Chairman Thacker reported the Hazmat section has continued to perform at a very high-level providing support to our National, State, and local partners. Chairman Thacker informed the Commission, the Hazmat section has assisted with COVID-19 vaccine transportation throughout the State.

Please see recording for further discussion.

CONSIDERATION OF MINUTES

Ms. Cyrus made a motion to approve the November 16, 2020 meeting minutes and Mr. French seconded the motion.

Roll Call Vote

Chairman Thacker—Yes	Mr. Larmore—Yes
Ms. Steadham—Yes	Mr. Hamby—Yes
Ms. Cyrus—Yes	Mr. French—Yes
Mr. Bilkey—Yes	Mr. Pridgen— Yes

No further discussion occurred. All were in favor. Mr. Larmore joined the meeting.

Motion Carried

ROSTER APPROVAL

Ms. Horner reported 10 Local Emergency Planning Committees (LEPCs) have submitted rosters for membership appointments or approvals between November 12, 2020 and January 7, 2021.

Franklin County	Ripley County
Jay County	Tippecanoe County
Lawrence County	Wabash County
Monroe County	Wells County
Pulaski County	White County

Mr. French made the motion to approve the changes and Mr. Larmore seconded the motion.

Roll Call Vote

Chairman Thacker—Yes	Mr. Larmore—Yes
Ms. Steadham—Yes	Mr. Hamby—Yes
Ms. Cyrus—Yes	Mr. French—Yes
Mr. Bilkey—Yes	Mr. Pridgen— Yes

No further discussion occurred. All were in favor.

Motion Carried

OLD BUSINESS

IERC Handbook Update

Ms. Horner updated the Commission on the progress made on the handbook by herself and Mr. Anderson. Ms. Horner reminded the Commission about the opportunity to provide feedback on the handbook via the IERC website, which closed on January 6th. The provided feedback was limited; however, Ms. Horner and Mr. Anderson will be able to address the suggestions and recommendations during the update. Ms. Horner continued to report the updated handbook will be presented at the March meeting for IERC review and final edits. Chairman Thacker asked if

input and suggestions can still be made on the handbook. Ms. Horner said the feedback link is no longer active but if anyone has any other suggestions, they can email them directly to ahorner@dhs.in.gov.

No further discussion occurred.

IERC/IDHS/IDEM MOU Update and Approval

Mr. Anderson reminded the Commission about the previous conversations regarding the MOU which is set to expire in March of this year. The MOU sets up the various rights and responsibilities between each agency as it relates to the Emergency Planning and Community Right-to-Know Act (EPCRA). The America's Water Infrastructure Act (AWIA) amendment was drafted to allow for the payment of \$6,500 from IDEM to IDHS. The MOU was also extended for another year. Mr. Anderson reported the amendment was signed prior to the meeting by IDHS, IDEM, and the IERC. Mr. Anderson is asking the IERC vote to approve this amendment to the MOU, retroactive to December 10th to ratify the approval.

Chairman Thacker asked for a motion to approve his signature retroactive to the December 10th date. Mr. Pridgen made a motion to approve the MOU and Ms. Steadham seconded.

Roll Call Vote

Chairman Thacker—Yes
Ms. Steadham—Yes
Ms. Cyrus—Yes
Mr. Bilkey—Yes

Mr. Larmore—Yes
Mr. Hamby—Yes
Mr. French—Yes
Mr. Pridgen—Yes

No further discussion occurred. All were in favor.

Motion Carried

IDSi Update

Ms. Roe informed the Commission she has been working with IDSi to add GIS, AWIA notification system, and the LEPC module to Tier II Manager. The IDHS GIS team has been in conversation with IDSi to begin constructing the module. Ms. Roe reported staff will be working on the LEPC plan module however, they are currently in a holding pattern until all the details are finalized.

No further discussion occurred.

NEW BUSINESS

Jasper County Expenditure Proposal

Bob Miller, the Chairperson of Jasper County LEPC presented the proposal to purchase light towers with LEPC funds. Currently, Jasper County is building a training site for the district. Mr. Miller reported most of the training would be conducted in the evening and the towers would

provide the facility with light. The cost of the generators is \$12,199.00 each, for a total cost of \$24,398.00. The LEPC currently has the available balance to cover this cost.

Mr. Larmore asked how the units would be maintained and who is going to house the generators. Kenny Haun, the Rensselaer Fire Chief, said one will be housed at the north end of the county and the other will be in the center of the county. One will be at Mr. Haun's station, where they will be responsible for the maintenance. Another station expressed interest in housing and maintaining the second generator. Mr. Larmore then asked how these light towers will specifically benefit the counties hazardous materials response. Mr. Miller said many incidents are long term and can last until the evening, these generators will keep the teams safe during the incident response.

Chairman Thacker asked if the LEPC has reviewed and approved of this purchase. Karen Wilson, Jasper County Emergency Management Director, said the LEPC has discussed this purchase and voted to present this proposal to the IERC. Ms. Wilson said a final vote will take place at the next LEPC meeting.

Chairman Thacker said Jasper County LEPC can move forward with the purchase if the LEPC has the appropriate funds, if the purchase is approved by a majority of the LEPC members, and if the purchase conforms with the provisions in the statute. Mr. Anderson added, when action is taken in respect to this purchase, the LEPC should be sure to include what provision of IC 13-25-2-10.6(b) the purchase falls under.

Please see recording for further discussion.

LEPC 2020 Compliance

Ms. Horner informed the Commission 84 out of 92 counties were compliant. Six of the counties are nonactive and two are missing documents. Ms. Horner reported she gave every county until December 31st to submit all documents. In March, Ms. Horner will more formally present who was compliant for 2020.

No further discussion occurred. Mr. Palin joined the meeting.

LEPC 2021 Requirements

Ms. Horner reminded the Commission of the decision to not withhold funding from LEPCs who could not meet the exercise or meetings requirements in 2020. Ms. Horner would like to start a discussion of what 2021 might look like for LEPCs regarding their reporting requirements. Mr. Palin asked if LEPCs were successful in conducting virtual meetings. Ms. Horner said most LEPCs were successful, however the more rural counties had more difficulties. She has been encouraging LEPCs to conduct hybrid meetings following the proper social distancing guidelines and allowing for individuals to attend virtually or via conference call.

Mr. Pridgen suggested to continue with the same guidelines set in 2020. LEPCs are encouraged to conduct meetings in a safe manner, however if they are unable to do so they will not be penalized. Chairman Thacker added that due to the uncertainty surrounding COVID-19 and the

challenges throughout the state regarding rural broadband access, he would entertain a motion to take official action.

Mr. Pridgen made a motion to extend the guidelines set in 2020 to not withhold funding from LEPCs who cannot complete the exercise or meeting requirements. Mr. Palin seconded the motion.

Roll Call Vote

Chairman Thacker—Yes
Ms. Steadham—Yes
Ms. Cyrus—Yes
Mr. Bilkey—Yes
Mr. Palin— Yes

Mr. Larmore—Yes
Mr. Hamby—Yes
Mr. French—Yes
Mr. Pridgen— Yes

All were in favor.

Motion Carried

Mr. Larmore asked for staff to inform the LEPCs of any changes the Governor may make to executive orders. Mr. Palin asked how staff addressed documenting virtual meetings. Ms. Horner said LEPCs who held meetings still followed the standard procedure and uploaded meeting minutes and sign-in sheets onto Tier II Manager. Mr. Larmore asked for guidance on how LEPCs should complete their legal notice to accommodate virtual meetings. Ms. Horner said she is encouraging LEPCs to post the legal notice as normal with an added sentence advising the public to visit the county websites for additional information. If possible, the LEPCs should post the meeting link on a county website or a virtual newspaper.

Please see recording for further discussion.

2021 Meeting Schedule

Chairman Thacker informed the Commission of the proposed meetings dates for the year, all taking place via Microsoft Teams until stated otherwise. The October meeting is tentatively scheduled, dependent on the EMAI conference and COVID-19.

No further discussion occurred.

SARA TITLE III PROGRAM REPORT—SARA Program Staff

Ms. Horner reported the LEPC Program Manager continued to contact and work with LEPCs to get the required documents submitted before the end of the year. The Program Manager completed review of the submitted documents. 84 of the 92 (91%) LEPCs completed all compliance documents for 2020. The Program Manager continued to update the IERC Policy Handbook.

The SARA Program Manager worked with IDHS fiscal, IDHS Legal and IDSi to complete the

amended contract and payment for the Yearly Technical Support fee. As of January 4, 2021, the IDHS Fiscal section notified the Program Manager payment will be received by IDSi within 10 days. All SARA staff members worked with IDHS Legal and IDSi to review and edit the new LEPC Plan Module. Staff is still completing edits and will be sending them to IDSi soon.

Spill Reports (EPCRA Section 304)

Ms. Horner reported two spills, the first in St. Joseph County on December 8, 2020. The Walkerton Water Department had a 15lbs spill of chlorine. The second spill was reported on January 5, 2021 in Shelby County. Penske Logistics at the Kroger distribution center had a 13,000lbs spill of Anhydrous Ammonia over a ninety-day period.

PUBLIC COMMENTS

Chairman Thacker opened the floor for public comments. Tom Debaun, Shelby County, reported the building their LEPC typically conducts meetings in is closed to the public. Shelby County will attempt to hold hybrid meetings this year. Greg Robinson, Warren County, reported they are just now getting situated for virtual LEPC meetings.

ADJOURNMENT

Mr. Hamby made a motion to adjourn and was seconded by Mr. Palin.

Roll Call Vote

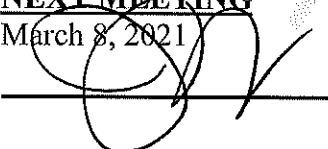
Chairman Thacker—Yes	Mr. Larmore—Yes
Ms. Steadham—Yes	Mr. Hamby—Yes
Ms. Cyrus—Yes	Mr. French—Yes
Mr. Bilkey—Yes	Mr. Pridgen— Yes
Mr. Palin— Yes	

No further discussion occurred. All were in favor. Meeting adjourned at 2:25 p.m.

Motion Carried

NEXT MEETING

March 8, 2021



Marshal Joel Thacker, Chair