

Indiana Emergency Response Commission

INDIANA EMERGENCY RESPONSE COMMISSION

Indiana Government Center South

302 W Washington St

Indianapolis, IN 46204

September 14, 2020

COMMISSION MEMBERS PRESENT:

Joel Thacker—State Fire Marshal, Chairperson
Laura Steadham—Designee for IDEM Commissioner
Ian Ewusi—Designee for IDHS Executive Director
Bruce Palin—Public Representative
Jeff Larmore—Local Government Representative
James Pridgen—Business/Industry Representative
Cara Cyrus—Business/Industry Representative

COMMISSION MEMBERS ABSENT:

Matt Bilkey—Designee for Superintendent of ISP
Shawn French—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 1:30pm. Chairman Thacker welcomed everyone to the September 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.

REPORT OF THE CHAIR

Chairman Thacker reported staff has been busy initially planning for a larger Indianapolis 500. Although the Indy 500 was closed to spectators, IDHS's HAZMAT Section still was involved. Staff has been working hard to deliver the new Emergency Response Guidebooks and continue to work through COVID-19.

Please see recording for further discussion.

CONSIDERATION OF MINUTES

Chairman Thacker requested a motion to approve the July 13, 2020 meeting minutes. Mr. Palin made a motion to approve the meeting minutes and Mr. Ewusi seconded the motion.

Roll Call Vote

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

Mr. Larmore—Yes
Mr. Ewusi—Yes
Mr. Palin—Yes

No further discussion occurred. All were in favor.

Motion Carried

ROSTER APPROVAL

Ms. Horner reported 11 Local Emergency Planning Committees (LEPCs) have submitted rosters for membership appointments or approvals between July 7 and September 9, 2020.

Carroll County	Monroe County
Crawford County	Ohio County
Delaware County	Perry County
Hamilton County	Starke County
Howard County	Vigo County
Jay County	

Chairman Thacker requested a motion to approve the roster changes. Mr. Palin made the motion to approve the changes and Mr. Pridgen seconded the motion.

Roll Call Vote

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

Mr. Larmore—Yes
Mr. Ewusi—Yes
Mr. Palin—Yes

No further discussion occurred. All were in favor.

Motion Carried

COMMITTEE REPORTS

Chairman Thacker informed the Commission the Training Committee is still without a chair and did not meet. The Communications Committee and Fiscal Committee did not meet either.

Policy-Technical Committee

Mr. Pridgen informed the Commission the IERC Handbook needs to be reviewed and updated. Staff was given a deadline of March 2021 to have the update completed. Staff will include LEPCs during the review process by allowing them to provide feedback on the handbook.

Mr. Pridgen began to discuss LEPCs and their ability to purchase drones. To date, staff has said only one LEPC has expressed interest in purchasing a drone. IDHS has a drone program and will be used as a benchmark if an LEPC inquires about these purchases. Staff will look at various agencies around the state who may have drones and are available to serve in a capacity to respond to a HAZMAT incident in their area. Mr. Pridgen reported that creating this list is important because local departments can respond until an IDHS drone pilot arrives.

Mr. Pridgen reminded the Commission that LEPC members can receive a \$20 stipend for attending an LEPC meeting. According to the State Board of Accounts, an LEPC board member who is a county employee should be paid through payroll. Adams County and Miami County are following this procedure. No action by the Commission is needed at this time. [Refer to the State Board of Accounts' County Bulletin and Uniform Compliance Guidelines, Vol. No. 402, Page 9, January 2017, for more information.]

Mr. Pridgen reported the Committee discussed the LEPC plan module, and he requested Mr. Anderson reintroduce the statutes discussed during the Committee meeting. In response, Mr. Anderson cited IC 13-25-2-5(c) which describes the various elements an LEPC must include in its local emergency plan. Mr. Anderson reported there has been discussion regarding the action taken by the IERC to approve the acquisition of a software module to enable certain information to be submitted electronically to LEPCs by facilities. The overarching goal of this project is to augment software that is already in existence to allow LEPCs to easily access information from facilities for use in developing and implementing local emergency plans. This augmented software is meant to be an additional tool for the LEPCs to use to gather the information facilities are already legally obligated to provide. Mr. Anderson then cited IC 13-25-2-17, which allows for a civil action to be initiated by the IERC or an LEPC if a facility fails to provide the information required under IC 13-25-2-5(d). Mr. Pridgen added this project is an easier means to an end and is not intended to sever ties between LEPCs and facilities.

APPROVAL OF COMMITTEE REPORTS

Mr. Palin made a motion to approve committee reports and Mr. Pridgen seconds the motion.

Roll Call Vote

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

Mr. Larmore—Yes
Mr. Ewusi—Yes
Mr. Palin—Yes

All were in favor.

Motion Carried

Chairman Thacker informed the Commission that the Indiana Fire Chiefs Association (IFCA) is also working on a resource list to aid in the identification of drones throughout the state. He suggested Mr. Ewusi work with the IFCA on the drone resource list to prevent the duplication of efforts.

Ms. Roe informed the Commission that the Meeting Owl purchase was processed by the State, and now the company is processing the order, with the estimated delivery in mid-October.

OLD BUSINESS

Knox County Update

Ms. Roe reported a letter was sent to the Knox County LEPC regarding an EPA inspection that was conducted at a facility in Knox County. The purpose of the letter was to inform the LEPC that the EPA determined the facility was in compliance with reporting requirements and no violations were substantiated.

No further discussion occurred.

Commission/Committee Member Update

Chairman Thacker updated the Commission on the current vacant positions on the IERC. Currently, there are four open positions and recommendations to fill a few seats have been sent to the Governor's Office. Mr. Larmore expressed interest in moving to the Training Committee as the chairperson if someone is interested in chairing the Communications Committee. Chairman Thacker reported that Mr. Anderson is working with the Governor's Office on the recommendation Mr. Palin provided. Chairman Thacker continued that the Training Committee has gained Larry Hamby and Stephanie McKinney as members, which brings the total to six members. He asked Mr. Pridgen if anyone from the Policy-Technical Committee was interested in moving to the Training Committee. Mr. Pridgen said he is unaware at this time; however, he will talk with the members and respond back to the Chairman and Mr. Anderson. Chairman Thacker reported the Policy-Technical Committee has ten members, Training Committee has six members, Fiscal Committee has seven, and Communications Committee has nine.

No further discussion occurred.

NEW BUSINESS

November Meeting

Chairman Thacker reported the next meeting is scheduled for November 9, 2020 at 1:30pm. The location is to be decided by staff.

SARA TITLE III PROGRAM REPORT—SARA Program Staff (See attached written report)

Ms. Horner reported the LEPC Program Manager has completed the review and evaluation of the local emergency plans. She has started the review of fiscal reports and has completed 45% of the

submitted reports. The LEPC Program Manager has also been contacting LEPCs who are missing documents to ensure their compliance for 2020.

Ms. Horner reported that 6,210 Tier II reports have been submitted and the total revenue received is \$646,340.

Ms. Horner said the SARA Program Manager distributed 22,995 Emergency Response Guidebooks from the 33,143 books received. The SARA Program Manager is coordinating with training centers and schools to plan their ERG distribution. Mr. Ewusi requested the SARA Program Manager bring ten books to the next meeting for the Commission members.

Spill Reports (EPCRA Section 304)

No spills to report.

PUBLIC COMMENTS

Chairman Thacker opened the floor for public comments.

Mr. Anderson reported staff intends to inform LEPCs of the handbook revision in the coming weeks. Staff will be soliciting feedback on the handbook from LEPCs via a link on the IERC website. Staff is sending out surveys to facilities and LEPCs to get feedback on the LEPC plan module project.

ADJOURNMENT

Chairman Thacker requested a motion for adjournment. Mr. Palin made a motion to adjourn and was seconded by Mr. Ewusi.

Roll Call Vote

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

Mr. Larmore—Yes
Mr. Ewusi—Yes
Mr. Palin—Yes

No further discussion occurred. All were in favor. Meeting adjourned at 2:15pm.

Motion Carried

NEXT MEETING

November 9, 2020
TBD



Marshal Joel Thacker, Chair