

Indiana Emergency Response Commission

MEETING MINUTES

INDIANA EMERGENCY RESPONSE COMMISSION

Meeting Date: September 12, 2022

Meeting Time: 1:30pm

Meeting Location: MADE @ Plainfield, 1610 Reeves Road, Indianapolis, IN 46168

COMMISSION MEMBERS PRESENT: (in person participation unless otherwise noted)

Stephen Jones---State Fire Marshall, Chairperson

Mike White—Designee for IDHS Executive Director

Jeff Larmore—Local Government Representative

Shawn French—Business/Industry Representative

Peggy Dorsey—Designee for IDEM Commissioner

Jim Pridgen—Business/Industry Representative (*via Microsoft Teams*)

Matt Bilkey-- Designee for Superintendent of Indiana State Police (*via Microsoft Teams*)

Cara Cyrus—Business/Industry Representative (*via Microsoft Teams*)

Vincent Griffin— Public Representative (*via Microsoft Teams*)

COMMISSION MEMBERS ABSENT

Bruce Palin – Public Representative

STAFF MEMBERS PRESENT

Hillary Egan-- IDHS

Casey Kenworthy—IDHS

Clayton Kinder---IDHS

Erin Miller---IDHS

Jackie Pulley---IDHS

Mike White-- IDHS

WELCOME AND INTRODUCTION

The meeting was called to order at approximately 1:40pm by Chairman Jones.

QUORUM

Mr. Kenworthy indicated a quorum was present after the roll call, with ten (10) members in attendance.

CONSIDERATION OF MINUTES

Mr. Griffin made a motion to approve the July 11, 2022 meeting minutes. Mr. Larmore seconded the motion. **Motion Passed.** Chairman Jones abstained as he is the newly instated Indiana State Fire Marshall and was not present at the July 11, 2022 meeting.

Record of Votes

Chairman Jones—Abstain

Mr. White—Yes

Mr. Griffin—Yes

Mr. Larmore—Yes

Mr. French--- Yes

Mr. Pridgen—Yes

Mr. Griffin—Yes

Ms. Cyrus---Yes

Ms. Dorsey--Yes

ROSTER APPROVAL

31 Local Emergency Planning Committees (LEPC) have submitted roster changes for membership appointments or approvals between July 12, 2022 and September 6, 2022. Chairman Jones made a motion to approve the changes as submitted. Mr. White seconded the motion.

Motion passed. A copy of the roster report detailing the changes is attached.

Record of Votes

Chairman Jones—Yes

Mr. French--- Yes

Mr. Bilkey--- Yes

Mr. Larmore—Yes

Mr. Griffin—Yes

Ms. Cyrus---Yes

Mr. White—Yes

Mr. Pridgen—Yes

Ms. Dorsey--Yes

OLD BUSINESS

EPA Tabletop Exercise

Casey Kenworthy, IDHS's SARA Title II Program Manager, shared his thoughts on the outcome of the exercise, consisting of an anhydrous ammonia leak at Pure Foods in Columbus. The exercise was coordinated with the federal EPA, Pure Foods, IDHS, and Bartholomew, Brown, and Monroe counties. Mr. Kenworthy stated he Mr. Kenworthy stated that the exercise was successful with good engagement. Mr. Kenworthy provided the curriculum that was followed that is attached here. Mr. Pridgen was able to attend in person and Mr. Larmore was able to attend virtually.

Mr. Larmore attended virtually and commented that it was very involved, video and audio quality were great. Mr. Larmore was impressed with the communications and conversations and a great turnout. Mr. Larmore was interested with the public notification system that was used. Mr. Larmore also noted that he was glad to see the exercise involving a real-world facility and explained that is sometimes hard to do as getting corporate support can sometimes be a challenge.

Mr. Pridgen attended in person and was overall very pleased. Mr. Pridgen stated at first it sounded very critical of Pure Foods but acknowledged that it got better. Mr. Pridgen recommended for future exercises to have break out sessions made up of different types of participants, rather than Firefighters in one group, EPA in one group, etc.

Mr. White stated that another EPA exercise in 2023 will potentially be held in Madison County.

IERC Staff Contact List & Committee Assignments

Ms. Miller has been updating the IERC Commission and staff contact list, and the committee rosters contact list for the IDHS website with the completion and submission goal to be in October. After handing out the draft lists, Ms. Miller asked the Commission to notify her if they would like to be added to another committee.

Hazconnect Plan Module

Mr. White, Mr. Kenworthy, Ms. Miller, and Ms. Pulley have been testing the latest version of the new plan module. Mr. White noted that other than a few small items to be addressed in upcoming meeting, the module is ready to be pushed to production. The new module will be available for LEPCs to use after March in 2023. Mr. White, Ms. Miller, and Ms. Pulley will be showcasing the new module at the EMAI Conference in October. IDHS staff will also be scheduling training sessions for LEPCs to attend.

Yearly Disbursements

Mr. White proposed raising the flat annual rate that LEPCs receive from \$2,500 to \$3,000. Mr. White also proposed raising the fee that facilities pay per year. These amounts have not been changed since 2008. Ms. Egan, IDHS Deputy General Counsel, stated that it would be possible for the 2024 legislative session, the timing for the 2023 legislative session has passed. Ms. Egan noted that she could bring this matter to Alyssa Schroeder, IDHS Deputy Legislative Director, for the 2024 legislative session. Ms. Schroeder will be invited to IERC meetings and meetings involving the policy/tech and fiscal committees, as well as the other committee chairs.

Chairman Jones noted the fact that one incident can cost thousands of dollars and a lot of the smaller counties do not have hazmat teams and will need assistance.

NEW BUSINESS

EMAI Planning Committee

Allison Moore from the EMAI Planning Committee was in attendance to present the agenda and answer any questions the Commissioners or public have regarding the 2022 EMAI Conference. Ms. Moore stated that the agenda is also on the ema.org website. Ms. Moore asked for a motion for the Commission board members to attend and allow the use of LEPC funds for LEPCs to attend the 2022 Conference. Ms. Moore stated that there will be new emergency management training available in which the EMAI committee is collaborating with IDHS. Ms. Moore also stated that they are doing a Career Corner this year, which is new this year. The Career Corner may offer resume writing tips and professional headshots. Ms. Moore stated there will be approximately 30 vendors in attendance, including some outside of Indiana.

The 2022 EMAI Conference will have a speaker from the Nashville bombing, IDHS Hazmat Staff, Mike White, Erin Miller, and Jackie Pulley will be showcasing the new LEPC Plan Module, drone training, mental health, and other relevant topics. EMAI information is attached.

Chairman Jones noted that continuing education and networking is key to being successful on the ground with the most up-to-date knowledge.

Mr. White stated that the LEPC Handbook states that LEPCs can spend their funds for the activities of "training for emergency response planning, information management, and hazardous materials (HAZMAT) incident response". Though he has not yet found it in writing, Mr. White stated that in the past he was told that at least 50% Hazmat or LEPC related training involved in a conference for an LEPC to spend money on. In the past, LEPC funds were spent on

conferences that were not LEPC related. Mr. White asked the Commission to consider the amount of LEPC funds to be spent on conference.

Becky Waymire from Morgan County LEPC stated about 10 years ago, the state attorney at the time thought it should be at least 50% of the overall money spent. Mr. White stated that as the group that manages the LEPCs, the Commission has been telling LEPCs they cannot spend LEPC funds to go to EMAI because half of the EMAI content has not been hazardous materials related. Mr. White proposed making a handbook provision with a specific statement for this type of spending. Ms. Waymire also stated that in the past, trainings have happened under similar circumstances. Mr. White, as the training committee chair, commented that the committee could come up with a breakdown of which training LEPC funds can be spent on.

Mr. White met with Ms. Moore and other EMAI planning committee members and stated that this year EMAI has made great progress with including Hazmat related content to be able to allow LEPCs to use funds to go.

Mr. Pridgen, who has been on the Commission for at least 10 years, stated that the amount was 51%, stated 10-12 years ago. Mr. Pridgen proposed that since we are a month away from the 2022 EMAI conference, the Commission give blanket approval for this year only. This will give time for the policy and training committees to create a definitive list of allowable spending items. Mr. Pridgen also pointed out that we do not want to create barriers of entry for anyone to miss out on continuing education, especially with this years' time crunch.

Mr. Larmore agreed that we should approve LEPC spending on EMAI for this year but wants the Commission to consider making approval on a yearly basis going forward.

Mr. White made a motion to approve. Mr. Pridgen seconded the motion. **Motion Passed.**

Mr. Jones—Yes
Mr. White—Yes
Mr. Larmore—Yes

Mr. French—Yes
Mr. Pridgen—Yes
Mr. Bilkey—Yes

Mr. Griffin—Yes
Ms. Dorsey—Yes
Ms. Cyrus—Yes

IAHMR

The IERC is sponsoring this year's conference on November 2nd and 3rd and will host the November IERC Meeting at the conference, tentatively set for November 2nd. The pre-conference on November first will be battery related. Mr. White stated that he would distribute the agenda to everyone once it is available to him.

Incident Reporting

Mr. White, Mr. Kenworthy, Indiana Department of Environmental Management (IDEM) representatives, and representatives from HazConnect met to fix the water notification process. Previously, notification was sent after step 6 was completed, which was often a month or later after an incident occurred. Notification will now go out after step one is completed. A new MOU was created to reflect this change. Mr. Pridgen made a motion to approve the MOU. Chairman Jones seconded the motion. **Motion Passed.**

Mr. Jones—Yes
Mr. White—Yes
Mr. Larmore—Yes

Mr. French—Yes
Mr. Pridgen—Yes
Mr. Bilkey—Yes

Mr. Griffin—
Ms. Dorsey- Yes
Ms. Cyrus—Yes

SARA TITLE III PROGRAM REPORT—SARA Program Staff

Mr. Kenworthy provided an update of his goal to get more fire departments enrolled in Tier II Manager. He attended a District 6 Fire meeting to present Tier II information. Mr. Kenworthy is also hosting a webinar about Tier II on September 28th for fire departments to answer any questions departments have about navigating Tier II.

Mr. Kenworthy reported that with the new LEPC Plan Module going live, EHS facility response plan questions have also gone live. These questions were not supposed to be present until next year, so Mr. Kenworthy has created a list of frequently asked questions (FAQs) to help facilities with questions they may have. Mr. Kenworthy has created a checklist for facilities to use to help answer the questions.

Mr. Larmore expressed concern with the content of the questions. Mr. White reported that the facility questions were developed early in the plan module process and have been presented to the Commission in years previous. Chairman Jones proposed editing/updating the questions. Mr. Larmore and Mr. French asked Mr. Kenworthy to send Mr. Larmore and Mr. French the questions so they could review and give feedback to improve them.

Public Comments

Mr. Beranek, Marion County LEPC Chair, asked for clarification of LEPCs as a county board, rather than a state board. There were laws changed in 2016 and the wording is concerning to Mr. Beranek. Chairman Jones proposed that the Chairman, Mr. Beranek, and IDHS legal staff have a separate meeting to address these concerns.

ADJOURNMENT

Mr. Pridgen made a motion to adjourn. Mr. Palin seconded the motion. **Motion Passed.**

Record of Votes

Chairman Jones—Yes
Mr. Larmore—Yes
Mr. White—Yes

Mr. French--- Yes
Mr. Pridgen—Yes
Mr. Bilkey--- Yes

Mr. Griffin—Yes
Ms. Cyrus---Yes
Ms. Dorsey--Yes

The meeting adjourned at 3:58pm.

NEXT MEETING

November 3, 2022

IHAMR Conference

Approved: *Stephen Jones*
Stephen Jones, Chairman

Date: 11/4/22

