



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
Indiana Government Center South – Conference Room A
302 W. Washington
Indianapolis, Indiana 46204
November 9, 2015
1:00 PM

COMMISSION MEMBERS PRESENT

Bruce Palin—Designee for Commissioner of IDEM, Acting Chair
Robert Johnson—Designee for Executive Director of IDHS
Matt Bilkey—Designee for Superintendent of ISP
Bernie Beier—Local Government Representative
Dean Larson—Public Representative
James Pridgen—Business and Industry Representative
Shawn French—Business and Industry Representative
Catherine Dutton—Designee for State Fire Marshal

COMMISSION MEMBERS ABSENT

None

The following IDHS and IDEM staff members were present:

Allison Moore—IDHS District 8 Administrator
Brad Gavin—IDHS
Charlie Heflin—IDHS
Ian Ewusi—IDHS
Laura Steadham—IDEM
Madison Roe—IDHS
David Kane—IDHS
Pam Walters—IDHS

The following members of the audience were present:

Becky Waymire—Morgan County LEPC
Lawrence (Larry) Hoover—EMAI
James “Mitch” Paine—USDHS Chemical Security Inspector
Jeff Larmore—Marion County LEPC
Bill Beranek—Marion County LEPC

WELCOME AND INTRODUCTION

Mr. Bruce Palin, IERC Acting Chair, welcomed everyone to the meeting and requested determination of a quorum.

QUORUM

Mr. Heflin conducted a roll-call and indicated a quorum was present.

CONSIDERATION OF THE MINUTES

Motion to accept the minutes from September 14, 2015, and October 7, 2015, was made by Mr. Johnson and seconded by Mr. French. No further discussion. All present were in favor.

MOTION CARRIED.

SPECIAL PRESENTATION

Mr. James "Mitch" Paine, Chemical Inspector from the United States Department of Homeland Security, gave a presentation on the security measures at chemical facilities around the country. His presentation further detailed the Chemical Facility Anti-Terrorism Standards (CFATS) program which identifies and regulates high-risk chemical facilities to ensure security measures are in place to reduce the risks associated with these chemicals. CFATS, he noted, was initially authorized by Congress in 2007 and the program uses a dynamic multi-tiered risk assessment process and requires facilities identified as high-risk to meet and maintain performance-based security standards appropriate to the facilities and the risks they pose. He reported that DHS chemical security inspectors work in all 50 states to help ensure facilities have security measures in place to meet CFATS requirements.

REPORT OF THE CHAIR

Mr. Palin provided a report on the status of computer tablets for use by the IERC members. He reported that the project is still underway and IDHS is currently working on the justification as well as determining how to ensure security measures are in place to protect the IDHS network. He reported that an update will be reported at a future IERC meeting.

Mr. Palin also reported on the Source Water Emergency Response Plan (SWERP) program which is still underway. He noted that IDEM is currently working with Purdue University to put together workshops and develop language that will address potential surface water contaminations to be included in future LEPC plans. Mr. Palin reported that the Purdue team is also in the process of developing workshops for those affected communities.

COMMITTEE REPORTS

Communications Committee—Dean Larson, Acting Chair

Mr. Larson announced that he had resigned his position as Chairman of the Communications Committee but will remain on the committee and has recommended his replacement. He also discussed the EMAI/IERC conference and invited Mr. Hoover from the EMAI board to speak briefly about the 2015 conference. Mr. Hoover noted that he was encouraged about present and future conferences and recommended the continuation of the EMAI/IERC conference partnership. Mr. Larson indicated that the EMAI had reached out to the Indiana Alliance of Hazardous Materials Responders Conference Board but they were not interested in joining conferences.

Policy/Technical Committee—Jim Pridgen, Chair

Mr. Pridgen reported on the proposals that had come before the Policy/Technical Committee which included spending proposals from Wells and Vigo Counties. He reported that Wells County LEPC will need to submit a working agreement between the LEPC and the local Fire Department (hazmat team) before their

proposal can move forward. He also noted that Vigo County's proposal was tabled until their representatives can furnish additional documentation to include a complete structure of their program. Mr. Pridgen reported that the documentation should include all licensing, equipment and personnel management issues as it relates to their use of an Unmanned Aerial Vehicle (drone) in response to Hazardous Materials incidents in their county. He noted that Vigo County LEPC had been advised to provide an update of their proposal at the next Policy-Technical Committee meeting.

Training Committee—Bernie Beier, Chair

Mr. Beier reported on the proposal to streamline the approval of instructors/vendors for the LEPC Planning & Training Resource List. He noted that the committee is currently working with IDHS to develop language that would allow an individual who is already certified by the State Fire Academy to provide training services for an LEPC without having to submit all the documentation required by the IERC. Mr. Beier noted that IDHS would provide the Training Committee with a list of all current instructors and would help vet future instructors. He reported that Ms. Dutton, Mr. Ewusi, Mr. Beier and Mr. Heflin will be meeting with Mr. Wood, Section Chief of IDHS Fire Training, to discuss this further and bring their proposal before the committee at their next meeting.

Fiscal Committee—Bruce Palin, Chair

The Fiscal Committee did not hold a meeting.

APPROVAL OF COMMITTEE REPORTS

Mr. Palin requested a motion to approve all four committee reports. Motion was made by Mr. Beier and seconded by Mr. Larson. No further discussion was presented.

MOTION CARRIED.

ROSTER APPROVAL

Mr. Ewusi presented the following 21 LEPC rosters for membership appointments/removals:

Allen	Clark	Clay	Daviess	Dearborn	Delaware
Howard	Huntington	Jackson	Miami	Montgomery	Morgan
Ripley	Tippecanoe	Tipton	Union	Vigo	Warren
Warrick	Wayne	Whitley			

A motion to approve all 21 LEPC rosters was made by Mr. Pridgen and seconded by Mr. Larson. Mr. Beier abstained from the vote. No further discussion was presented.

MOTION CARRIED.

OLD BUSINESS

Mr. Gavin provided an update on the 2016 legislative proposal that will affect the LEPCs in the next legislative session. He noted that a proxy measure had been added to the proposal and reported that it would give each LEPC member the ability to designate a proxy in the event that rostered member could not attend an LEPC meeting.

Mr. Beranek asked about the consequences of designating LEPCs as county boards and wanted to know if the IERC had worked out the details of this change. Mr. Gavin indicated that the details of the change were under review.

NEW BUSINESS

Combining the IERC/EMAI conference with the Emergency Responders Conference was discussed. Due to the lead time needed to make such a change in these conferences, 2017 is the earliest that the conferences could be combined. It was recommended that Mr. Greeson facilitate a meeting, including representatives from the IERC, EMAI and the Emergency Responders Conference to determine if it will be possible to hold such a combined conference in 2017. Mr. Larson made a motion to pursue this approach. His motion was seconded by Mr. Beier. No further discussion was presented.

MOTION CARRIED.

Ms. Dutton provided an update on the *Tier 2 Manager* reporting platform. She also presented revised language for the certification statement that each filer would have to agree to prior to submitting their annual reports and requested a motion to approve the language as written. Motion to approve, subject to reorganization of the language, was made by Mr. Beier and seconded by Mr. Johnson. No further discussion was presented.

MOTION CARRIED.

Ms. Dutton presented a demonstration of the new *Tier 2 Manager* platform. Mr. Larmore and Ms. Dutton discussed the functionality of the system.

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

Mr. Ewusi provided a written report of the SARA Title III Program.

PUBLIC COMMENTS

None presented at this time.

NEXT MEETING

January 11, 2016, 1:00PM
Indianapolis
Indiana Government Center South Conference Center

ADJOURNMENT

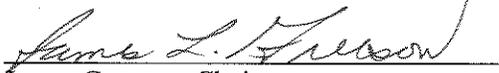
Chair asked for meeting adjournment.

Motion to adjourn the meeting was made by Mr. Pridgen and seconded by Mr. Bilkey.

MOTION CARRIED. MEETING ADJOURNED.



Bruce Palin, Acting Chair



James Greeson, Chairman



MICHAEL R. PENCE, Governor
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MEMORANDUM

TO: IERC Commission Members
FROM: Ian Ewusi, IERC Field Representative
DATE: November 6, 2016
SUBJECT: IERC Field Representative Activity Report

This is a report on my activities since the last IERC meeting on September 14, 2015, held in Seymour, Indiana.

FOLLOW-UP FROM PREVIOUS MEETING

Notice to Ms. Kellie Streeter & Mr. David Costin—Requested and received information needed to complete their respective applications to be added to the LEPC Planning & Training Resource (LPTR) list. Applicants were added to the LPTR list as soon as they submitted the information (letter of intent and qualification documents, respectively). An updated LPTR list is published at http://www.in.gov/dhs/files/LEPC_Planning_Training_Resource_List.pdf.

LEPC Expenditure Request

Contacted Wells County LEPC to explain that the application request in the amount of \$2557 to purchase a shelter for a hazardous materials trailer must be submitted by the LEPC instead of the Bluffton Fire Dept.

Contacted Vigo County LEPC to request additional information (project scope and total cost) regarding the drone program funding request.

LEPC ACTIVITIES

LEPC Meetings Attended (15 counties)

Hendricks—9/17	Marion—10/5	Henry—10/10	Miami—10/15
Vanderburgh—9/22	Clark—10/6	Ripley—10/13	Warrick—10/28
Orange—9/28	Greene—10/6	Delaware—10/14	Ohio—11/6
Jasper—10/1	Putnam—10/9	Knox—10/15	

Plan Reviews Completed (42 counties)

In accordance with Indiana code, all active LEPCs must develop and implement hazardous materials plans. The required plan updates or the entire plan must be submitted annually on or by October 17 to the IERC for review and an evaluation of each submission provided to the LEPCs. LEPCs use the evaluation provided to update their respective hazardous response plans for the compliance in the next funding year. To date, 42 plans have been reviewed and the evaluations provided to the respective LEPCs. Following is the list of LEPCs whose plans have been reviewed:

Adams	Decatur	Gibson	Miami	Wabash
Allen	DeKalb	Grant	Monroe	Washington
Bartholomew	Delaware	Greene	Ohio	Wayne
Boone	Dubois	Hancock	Owen	Wells
Brown	Elkhart	Huntington	Perry	White
Clay	Floyd	Jackson	Putnam	Whitley
Clinton	Fountain	Lake	Randolph	
Daviess	Franklin	LaPorte	Spencer	
Dearborn	Fulton	Lawrence	Tipton	

Audits on LEPC Fund Balances—We have done audits of all 2015 LEPC fiscal reports submitted in the online reporting system, and the audits entailed the following activities:

1. Ascertaining that all expenditures reported are in accordance with IC 13-25-2-10.6(b)
2. Ascertaining that all expenditures are properly recorded
3. Investigating whether funds received from the state (EPCRA fees and grants) are reported
4. Investigating whether all LEPC funds held in investment accounts and derived interests are accounted for and reported
5. Investigating whether year-end county auditor's reports on LEPC expenditures match LEPC-reported expenditures
6. Investigating whether our records of LEPC expenditures reconcile with LEPC fund balances

The main findings of the audit that have been or are scheduled to be resolved are as follows:

- LEPC disbursements not reported in the appropriate activity year
- Disbursements for the activity year not entered or properly entered
- Investment account balances not included in total LEPC balances entered
- County auditor's reports validating LEPC disbursements not provided as required
- LEPC expenditures entered not matching our records of LEPC fund balances

EPCRA REPORTING

IDHS and IDEM staff have been training on the Tier II Manager software purchased to be used for all SARA Title III reporting. Training will also be extended to facilities, LEPCs, and various county emergency response personnel. (See Tier II Manager Demo.) We are currently working on the dates and locations for such training opportunities.

TRAINING

Computer-Aided Management of Emergency Operations (CAMEO)—2 Completed

- IAHMR Conference—September 25, 2015
- IERC/EMAI Conference—October 20, 2015

SPILL REPORTS (EPCRA Section 304)—None reported