



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
302 W. Washington – Conference Room 4-5
Indianapolis, Indiana 46204
July 11, 2016
1:00 PM

COMMISSION MEMBERS PRESENT

James Greeson—State Fire Marshal, Chair
Bruce Palin—Designee for Commissioner of IDEM
Robert Johnson—Designee for IDHS Executive Director
Dean Larson—Public Representative
James Pridgen—Business and Industry Representative
Shawn French—Business and Industry Representative
Jeff Larmore—Local Government Representative
Cara Cyrus—Business and Industry Representative

COMMISSION MEMBER ABSENT

Matt Bilkey—Designee for Superintendent of ISP
Bernie Beier—Local Government Representative
Edward Offerman—Public Representative

The following IDHS and IDEM staff members were present:

Brad Gavin—IDHS	Marc Torbec—IDHS
Charlie Heflin—IDHS	Madison Roe—IDHS
Ian Ewusi—IDHS	Krystal Hackney—IDHS
Allison Moore—IDHS	

The following members of the audience were present:

Becky Waymire—Morgan County LEPC (on the phone)
Todd Haley—Eli Lilly and Company

WELCOME AND INTRODUCTION

Mr. Greeson welcomed everyone to the meeting and then requested determination of a quorum.

QUORUM

Mr. Heflin indicated a quorum was present.

CONSIDERATION OF THE MINUTES

Motion to accept the minutes from May 9, 2016 was made by Mr. Palin and seconded by Mr. French. No further discussion. All members present were in favor.

MOTION CARRIED.

REPORT OF THE CHAIR

Mr. Greeson opened by asking the newly appointed Commissioners introduce themselves. Ms. Cyrus with Madison Chemical Company and Mr. Larmore, with Marion County Health Department, introduced themselves. Mr. Greeson reminded everyone of the upcoming IERC retreat on July 12, 2016, at Brownsburg Fire Department beginning at 8:00am

ROSTER APPROVAL

Mr. Ewusi presented the following 13 LEPC rosters for membership appointments/removals:

Adams	Elkhart	Floyd	Hamilton	Howard
Jasper	Kosciusko	Marshall	Monroe	Scott
St. Joseph	Vigo	Warrick		

Mr. Greeson requested a motion to approve the roster changes as submitted. Motion was made by Mr. French and seconded by Mr. Johnson. No further discussion was presented. All present were in favor.

MOTION CARRIED.

COMMITTEE REPORTS

Communications Committee—Jeff Larmore, Chair

Mr. Larmore reported the proceedings of the Communications Committee meeting as follows:

The Committee discussed the EMAI/IERC conference and the course offerings for the conference. He noted that the Committee will be contacting the conference chairperson to be sure the conference includes at least 50% offerings in hazardous material classes

The Committee discussed progress on redesigning the IERC website and noted that the redesign is still in progress so more discussion will take place at the IERC retreat.

The Committee discussed the Surface Water Emergency Response Plan (SWERP) workshop that is upcoming for the counties in northern Indiana and how the Committee will be reaching out to agencies and LEPCs around the state to ensure they are aware of the workshop and future workshops to come.

The Committee discussed the use of Tier II Manager by local fire departments and how to encourage more departments to establish accounts. He noted that several efforts have been made to get as many fire departments to register and use the system. Marshal Greeson wants to discuss this further at the IERC retreat.

Policy/Technical Committee—Jim Pridgen, Chair

Mr. Pridgen reported the proceedings of the Policy/Technical Committee meeting as follows:

The Committee discussed the upcoming IERC retreat to be held on July 12, 2016. He briefly discussed some of the retreat agenda.

The Committee will be revisiting proposed changes to the LEPC bylaw template in the next meeting. He noted that the template has been revised but is currently awaiting review and approval from the IDHS

Legal Department.

The Committee heard from District 7 Administrator, Angie Nichols, who requested to be added to the LEPC Planning and Training Resource List. The Committee elected to table her request pending additional information that was requested of her.

Training Committee—Bernie Beier, Chair

The Training Committee did not hold a meeting

Fiscal Committee—Bruce Palin, Chair

Mr. Palin reported the proceedings of the Fiscal Committee meeting as follows:

The Fiscal Committee discussed the 2016 fiscal spending amounts as well as the proposed 2017 budget. He reported the 2016 fund balance is \$66,248.00 and the 2017 proposed spending plan is \$71,407.00.

The Committee heard from Staff on a request to enhance the Tier II Manager software system by purchasing an Advanced Search Module. The module would allow advanced searches and the ability to run improved reports. The amount requested is \$6,500.00 and the Fiscal Committee reviewed and approved it.

Mr. Greeson requested a motion to approve the 2017 spending plan. Motion was made by Mr. Pridgen to approve the spending plan and was seconded by Mr. French. All present were in favor.

MOTION CARRIED

Mr. Greeson request a motion to approve the \$6,500 request to upgrade/enhance the Tier II Manager software. Motion was made to approve the enhancement by Mr. Palin and seconded by Mr. French. Ms. Krystal Hackney provided more detail on the enhancement and the benefits to IDHS staff and LEPCs.

MOTION CARRIED

APPROVAL OF COMMITTEE REPORTS

Mr. Greeson requested a motion to approve all committee reports. Motion was made by Mr. Pridgen and seconded by Mr. Larson. No further discussion was presented. All present were in favor.

MOTION CARRIED.

SPECIAL PRESENTATION

Ms. Kathryn Young, United States Department of Homeland Security Region 5 Director, conducted a presentation on the Chemical Facility Anti-Terrorism Standards (CFATS).

OLD BUSINESS

Mr. Greeson requested to know if any additional LEPCs had provided missing documentation in order to become compliant for 2015. Mr. Ewusi reported that no additional information has been received from any LEPC designated as non-compliant in the previous IERC meeting.

NEW BUSINESS

Mr. Palin introduced a discussion on some proposed legislative changes that affect above and underground storage tanks around the state and the potential contamination to drinking water supplies around the state. One item of significance was a recommendation that the IERC and LEPCs in communities that utilize surface water for their main drinking water sources to be engaged with the local water utilities. He noted that once additional information is available on this issue IDEM will disseminate it. Mr. Ewusi asked which specific Indiana Code was applicable to these legislative changes and Mr. Palin advised it was SEA 312-2016-- Indiana Code 13-18-16-7.5.

Mr. Larson encouraged the IERC Commissioners to attend the upcoming EMAI/IERC conference to show a strong representation of the IERC and to help in critiquing the conference afterwards. Ms. Stephanie McKinney, who participated by telephone, reiterated Mr. Larson's request and indicated that she will also be checking to see if "IERC Commissioner" can be labelled on the badge of all conference attending Commissioners.

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

Mr. Ewusi provided the attached written report and discussed the activities within the SARA Title III Program.

PUBLIC COMMENTS

Mr. Greeson presented Mr. Palin with a plaque for his many years of service to the IERC.

NEXT MEETING

September 19, 2016 1:00PM
Morgan County Administration Building
180 South Main Street
Martinsville, Indiana 46151

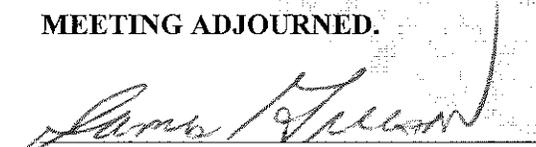
ADJOURNMENT

Chair asked for meeting adjournment.

Motion to adjourn the meeting was made by Mr. Palin and seconded by Mr. Johnson.

MOTION CARRIED.

MEETING ADJOURNED.


James Greeson, Chair



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302 West Washington Street
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TO: IERC Commission Members
FROM: Ian Ewusi, IERC Field Representative
DATE: July 7, 2016
SUBJECT: SARA Title III Activity Report

This is a report on staff activities since the last IERC meeting on May 9, 2016, held in Marion, Indiana.

FOLLOW-UP FROM PREVIOUS MEETING

Updates of IERC website—The process of updating the appearance and content of the website is near completion.

Updates of IERC SARA website—The process of updating the appearance and content of the website is complete.

Audits of Tier II site plans—The process is still near completion, and upgrades to the Tier II Manager software is scheduled for the end of July 2016.

LEPC ACTIVITIES

Meetings Attended—11 Counties

LaPorte (5/23)	Bartholomew (6/8)	Greene (6/28)
Morgan (5/25)	Jay (6/9)	Henry (7/6)
Marshall (5/26, 6/9)	Porter (6/20)	Lawrence (7/8)
Marion (6/6)	Pulaski (6/22)	

Training Offered (Tier II Manager/CAMEO)—8 Counties

Shelby (5/11)	Allen (5/23)	Greene (6/30)
Newton (5/13)	Knox (5/26)	Grant (7/6)
Jefferson (5/19)	Hendricks (6/1)	

LEPC Funding Summary Table—2016 (Based on 2015 chemical inventory fees from **5030** facilities)

Total funds for allocation (2016)		\$562,562.70
Distribution	10% Allocation for IERC	\$56,256.27
	90% Allocation for 92 LEPCs	\$506,306.43
	• Distribution to 80 compliant LEPCs	\$450,873.05
	• Amount withheld from 10 noncompliant LEPCs	\$55,433.38
IERC Funds 2015	Funds to be reallocated to LEPCs (<i>in accordance with IC 6-6-10-9(b)</i>)	\$55,433.38
	10% Allocation for IERC	\$56,256.27
	Total Funds from DOR to IERC 2016	\$111,689.65

Funding Year	Number of Facilities	Total Allocation
2012	4196	\$623,470.20
2013	4505	\$488,586.28
2014	4611	\$561,481.56
2015	4452	\$499,511.28
2016	5030	\$562,562.70

- The following 80 LEPCs received funding from DOR prior to July 1, 2016, for meeting 2015 statutory requirements. The funding amounts have been entered into their respective online modules:

Adams	Fountain	Jefferson	Noble	St. Joseph
Allen	Franklin	Jennings	Ohio	Steuben
Bartholomew	Fulton	Johnson	Owen	Sullivan
Boone	Gibson	Knox	Parke	Tippecanoe
Brown	Grant	Kosciusko	Perry	Tipton
Clark	Greene	LaGrange	Pike	Union
Clay	Hamilton	LaPorte	Porter	Vanderburgh
Clinton	Hancock	Lawrence	Posey	Vermillion
Daviess	Harrison	Madison	Pulaski	Vigo
Dearborn	Hendricks	Marion	Putnam	Wabash
Decatur	Henry	Marshall	Randolph	Warren
DeKalb	Howard	Miami	Ripley	Warrick
Delaware	Huntington	Monroe	Rush	Washington
Dubois	Jackson	Montgomery	Scott	Wayne
Elkhart	Jasper	Morgan	Shelby	Wells
Floyd	Jay	Newton	Spencer	White

Program Audits

Tier II Reports—Staff has commenced audits of all current Tier II reports to ascertain the accuracy of chemical quantities, types and locations (site plans) submitted. Some of the common issues are as follows:

1. Distinction between maximum and average daily storage codes
2. Appropriate use of chemical abstract service (CAS) numbers to facilitate CAMEO data link
3. Identification of extremely hazardous substance (EHS) threshold reporting quantities
4. Unusable and/or mislabeled site plans

LEPC Fund Balances—Staff continues to audit all 2015/2016 LEPC fiscal reports. The audits entail the following activities:

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

Staff has met with county auditors and LEPC officials to discuss the findings and to provide guidance on appropriate use of LEPC funds.

SPILL REPORTS (EPCRA Section 304)

No EPCRA section 304 notifications reported

James L. Nelson
LEPC Chairman

