

# Minutes of the Meeting

**OK County  
LEPC Meeting**  
**October 12th, 2011 – 2:00 PM**  
**RMACC**

Meeting called by: Jon Hall  
Minutes Taken by: Lisa Kuefler

## Members Present

Jon Hall	FAA	Jason Miller	Luther Fire
Jennifer Cunkle	OK ANG	Mike Magee	Edmond EM
David Perez	OK ANG	Glede Holman	Oklahoma City University
Diann Riter	Tinker AFB EM	Carla Hayes	Bachman Services
Lisa Kuefler	Tinker AFB EM	Cole Perryman	STF PR
Mike Bower	Midwest City EM	Carl Cobb	OCFD Hazmat #5
David Barnes	Oklahoma County EM	Mike Tucci	OCFD Hazmat #5
Jami Murphy	DEQ	Lonnie Hamby	OCFD Hazmat #5
Kevin Bahjat	OKC SWQ	Bryan Story	OCFD Hazmat #5
Rebecca Dallen	OKC SWQ	Michael Treanor	63 <sup>rd</sup> CST
Jim Hock	Del City FD	Hiram Tabler	63 <sup>rd</sup> CST
Matthew Bachman	Bachman Services	Tammy McKinney	OCFD EM Liaison
Donna Sewell	Xerox Corp	SR Hunter	BFD
Tom Tarr	Cameron Int'l	David Burright	Oklahoma County EM
Jason Knight	OCPD		

1. Called to order by Jon Hall.
2. Previous meeting minutes were reviewed and approved. David Barnes attended the September 2011 meeting and will be added to the meeting minutes. Motion to approve by D. Perez, 2nd D. Burright
3. Treasurer's Report – The treasurer's report was reviewed with the group. Motion to approve by M. Magee, 2<sup>nd</sup> M. Bower.
4. Public Comments – None.
5. Spill Notifications – Mike Magee shared that there was a pipeline leak in Edmond. Response was great. Feedback from the community was favorable for the City of Edmond and contract response personnel. No other details provided.
6. Old Business –
  - 6.1- 2012 Officer Elections-Next month there will be an election held for 2012 officer positions. The two positions that will be voted on are the positions of chairperson and vice chairperson. Please email any nomination requests to Jon Hall at [jon.d.hall@faa.gov](mailto:jon.d.hall@faa.gov).
  - 6.2- October HAZMAT Awareness Course- Seventeen students attended the October 2011 HAZMAT Awareness course. There were some difficulties with participation in the course initially, but the LEPC was able to gain enough participants to hold the course. Clint Greenwood taught the course and OSU provided the test proctor. Overall the course went well and seventeen students were trained and certified at the HAZMAT Awareness level.

6.3- Map Book/CD's for Rural Fire Department- Cleveland county had expressed interest in purchasing map books/CD's for rural fire departments. Jon posed the question to the group of whether they would be interested in the Oklahoma County LEPC creating and distributing map books or cd's for rural fire departments. Jason Miller from Luther fire department stated that it may be helpful for them especially in situations where they are supplying mutual aid and unfamiliar with the area. David Barnes mentioned that he has a quote for commercially produced maps. Carla Hayes from Bachman Services mentioned that she is a volunteer firefighter in Wagner county and they use a program called Xmaps. The program was about \$400 for two licenses and provides maps via laptop on scene.

6.4- By Law Review- Jon stated that the by laws are posted on our website [www.okcountylepc.org](http://www.okcountylepc.org). Jon invited everyone to review the current by laws and email him at [jon.d.hall@faa.gov](mailto:jon.d.hall@faa.gov) with any suggested changes. The by laws will be reviewed at the November 9<sup>th</sup>, 2011 meeting.

6.5- Promotional Items/Brochures- Jennifer Cunkle ordered more brochures for the LEPC. The cost was \$329 for 1000 brochures. They have been delivered and will be available for use at the OKC SWQ workshop. Lisa Kuefler ordered additional promotional items through Midwest Trophy. She ordered 1000 pens and 500 mini notebooks. The items are expected to be ready for pick up on October 25<sup>th</sup>, 2011. The total cost for promotional items through Midwest Trophy was \$875.

6.6- LEPC Projects for 2012 HMEP Requests- HMEP funding requests are due by October 15<sup>th</sup>, 2011. We may be able to request a couple of extra days for submittal, but the deadline is quickly approaching. Jon inquired about Ethanol Emergency Training. He received a quote from the Renewable Fuels Association to complete the training and has created justification for the training. For training courses, the maximum number of students that will be covered is 100-200. HMEP funds will cover 80% of costs for requested items in the grant. Jami Murphy reiterated that this will be our only HMEP money for the year. It is possible to have multiple projects on one grant, but this will be the one time in the year that we can request anything. Mike Bower mentioned the possibility of conducting a commodity flow study and including that in the 2012 HMEP request. The process for completing a commodity flow study per Jami Murphy is to pick sights along major thoroughfares. Put people out in the area and read placards to monitor what kind of materials are being transported in certain high risk areas. There was a discussion of the effectiveness of the study. SR Hunter mentioned looking at training courses that are required under the Department of Transportation. The main challenge is that the LEPC only has a few days left to submit their request and need to narrow down their request to a couple of items to ensure it can be completed. Another consideration is to fund the rewrite of the EOP for Oklahoma County. The LEPC could request to fund a contractor to help convert their current EOP from an annex format to an ESF format which will put the plan more in line with the National Response Framework. The estimated cost for the contract would be \$5000. Mike Bower recommended that we provide for six members to attend the Hotzone Conference in 2012. It would be fairly easy to budget for the requirements. To justify this request the LEPC can impress upon PHMSA that the training would be beneficial in preparing firefighters in the community to be prepared for HAZMAT transportation incidents. Motion to present a grant submittal that will include ethanol training and Hotzone conference attendance for 6 people made by Jon Hall and 2<sup>nd</sup> by D. Barnes. Lisa Kuefler will create a historical listing of items that the LEPC has supported in the past based off of treasury reports and meeting minutes to assist the LEPC in their 2013 grant funding request.

6.7- NASTTPO Conference Attendance- Jon Hall will be attending the NASTTPO conference in Houston, TX in place of Mike Bower. Jon Hall will be attending as a TransCaer representative and his attendance will be funded by OEM.

## 7. New Business –

7.1- Cole Perryman briefed the group on the Chemical Facility Anti Terrorism Standards (CFATS) program. This rule establishes risk-based performance standards for the security of our nation's chemical facilities. It requires covered chemical facilities to prepare Security Vulnerability Assessments, which identify facility security vulnerabilities, and to develop and implement Site Security Plans, which include measures that satisfy the identified risk-based performance standards. Mr. Perryman is working on an outreach program to keep CFATS in place. Mr. Perryman is requesting that the LEPC and/or individual members send a letter to Senator Coburn requesting support of the CFATS program. Specifically, he is requesting support of a piece of legislation that will fund the program in three year increments. Motion to approve sending a letter to Senator Coburn on behalf of the Oklahoma County LEPC made by J. Murphy, 2<sup>nd</sup> M. Bachman. Mr. Perryman will send Jon Hall a copy of the letter requesting Senator Coburn's support.

7.2-Urban Area Security Initiative (UASI) Street Smart HAZMAT class- Mike Bower is requesting that the LEPC

supply refreshments for the class. The class will be held after the first of the year and accommodate approximately 50 students. This item is deferred to next meeting pending course details.

8. Program-Lt Col Hiram Tabler- Commander ,63<sup>rd</sup> Civil Support Team (CST) Weapons of Mass Destruction (WMD) Oklahoma Army National Guard- Lt Col Tabler briefed the group of their capabilities and their limitations. Oklahoma is the priority for CST and is the initial military response force asset for the state. The CST is federally funded, but state controlled. The CST can be utilized for non WMD hazards such as natural disasters. For example, members of the 63<sup>rd</sup> CST supported the search and rescue for the child that was missing after the May 2011 tornado in Piedmont. The CST works for the Incident Commander at the scene. The CST is available 24/7 365 days a year. There are 57 CST's in the United States. Every state has a CST and some states have two teams. The 63<sup>rd</sup> CST has the ability to respond as far as Minnesota and down into Texas.
9. Meeting Adjournment.

**Next Meeting:** November 9<sup>th</sup>, 2011