

# Minutes of the Meeting

**OK County  
LEPC Meeting**  
May 11th, 2011 – 2:00 PM  
RMACC

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

## Members Present

Rebecca Dallen	OKC SWQ	Chris Fields	OKC Fire
Kevin Bajat	OKC SWQ	Jim Hock	Del City FD
Jami Murphy	DEQ	Jerry Bower	OCCHD
Tom Tarr	Cameron Int'l	Lisa Teel	OCCC
Gary Renfrow	Sorb Technology	David Perez	OK ANG EM
Buddy Hatchel	Edmond EM	Brandon Griffith	Enviroclean
David Burrignt	OK County EM	Richard Smith	VA
Diann Riter	Tinker AFB EM	Mark Lechtenberg	Enviroclean
Lisa Kuefler	Tinker AFB EM	Dean Findley	OKC Fire
Jennifer Cunkle	OK ANG EM	Matt Bachman	Bachman Services
Jon Hall	FAA	Jeremy Robbins	Midwest City FD

1. Called to order by Jon Hall.
2. Previous meeting minutes were reviewed and approved. Motion to approve by R. Smith, 2<sup>nd</sup> B. Hatchel.
3. Treasurer's Report –The treasurer's report was reviewed and approved. Rebecca Dallen informed the group of a change to the total in the amount 6 cents. Motion to approve by D. Burrignt, 2<sup>nd</sup> D. Perez.
4. Public Comments – None.
5. Spill Notifications – None.
6. Old Business –

6.1- HAZMAT Awareness Class-Jon Hall talked with OSU today to confirm the classes. OSU has confirmed the courses. The first class will be held at the Eastern Oklahoma Technology Center on Saturday, July 9<sup>th</sup>, 2011. The second class will be held on Saturday, October 1<sup>st</sup>, 2011 at a location to be determined. The LEPC would like to hold the second class at a location convenient for persons on the west side of Oklahoma City.

6.2- Consolidated CAMEO Training Course- The CAMEO training will be held on June 1<sup>st</sup>, 2011 from 8am-2pm. The class will be held at Eastern Oklahoma Technology Center. The LEPC meeting will be rescheduled from the second Wednesday of the month to June 1<sup>st</sup>, 2011 to be held immediately after CAMEO training.

6.3- OPA Exercise Simulation-Jon has confirmed that OPA will do a table top exercise with the LEPC on a HAZMAT incident for the June 1<sup>st</sup>, 2011 LEPC meeting. The table top will last approximately 45 minutes. Jon Hall made a motion to approve using the propane scenario for the HAZMAT incident table top, 2<sup>nd</sup> by B. Hatchel.

6.4- Measuring LEPC Effectiveness- Bonnie McKelvey from OEM emailed Jon Hall a website that the EPA has put out with a document that deals with measuring the effectiveness of LEPCs. The website address is: [www.epa.gov/oem/content/epcra/epcra\\_plan.htm](http://www.epa.gov/oem/content/epcra/epcra_plan.htm). The guide provides information about how LEPCs can measure their progress and determine if the actions they are taking continue to achieve their desired outcomes. The approach is based on "Guidance on Developing Safety Performance Indicators (SPIs) related to Chemical

Accident Prevention, Preparedness and Response for Public Authorities and Communities” published by the Organization for Economic Development (OECD) in December 2008. There is also Guidance for Developing SPIs for Industry. The full guidance may be found at [www.oecd.org/ehs](http://www.oecd.org/ehs). An interactive website allows LEPCs to select and customize their review program at <http://oecdsafetyindicators.org> .

6.5- Emergency Response Plan Review- Postponed until June 1<sup>st</sup>, 2011.

7. New Business –

7.1- Hazardous Materials Emergency Preparedness (HMEP) Grant Funding Changes- Oklahoma Hazardous Materials Emergency Response Commission (OHMERC) had a meeting that discussed changes in the requirements for the HMEP grants the LEPC receives. Jami Murphy briefed the group. The HMEP grants from OEM are funded through the grant it receives from the Pipeline and Hazardous Materials Safety Administration (PHMSA). PHMSA funds the grants to states from hazardous materials transportation fees, and therefore, HMEP is federal money. OEM applies for an HMEP grant whether the LEPCs apply for grants or not. OEM uses most of its grant for fire services training. OHMERC chair fought for the LEPC funding for another year with the argument that local entities are better equipped to assess local risk. Jon Hall, LEPC Chair, at the request of the OHMERC chair wrote to then Rep. Mary Fallin in April 2010 supporting the HMEP grants to LEPCs. Under the new requirements, grant proposals will have to be specifically tied to hazardous materials and transportation. The question is, do we need HMEP funds and does OEM want to put in the extra effort for HMEP funding to LEPCs under the new requirements? If we do not receive HMEP funds, how will that affect the LEPC and how can we make up for the funds? Jami explained what is known at this point about future proposals for HMEP grants. The LEPC will need to show a specific plan, research the costs and submit a report detailing how the project objectives were met and keep receipts for costs. Any part of the funding that is not used likely will have to be turned in at the end of the year and will not be held over for the following year's funding. The grant will require the LEPC to plan at least one year ahead on any projects it would like to complete. The group discussed the pros and cons of pursuing grant funding and whether the LEPC is interested in applying. It was also discussed that the LEPC could pursue funding from local industry, but that the LEPC would want to pursue tax exempt status if the decision was made to go that route. At this time there are no written guidelines for what specifically needs to be in the grant proposal. The guidelines will be coming from OEM, and these likely will include safety performance indicators. Jon would like the group to consider what would be safety performance indicators that we could use for future funding requests. Jami requests that Jon show the power point presentation from Mr. Timothy Gablehouse's presentation at the LEPC Conference in September at the next LEPC meeting to better inform the group of the future funding changes.

7.2- SWQ Workshop- Had record attendance on both days. 220 personnel attended altogether. Thank you to Buddy Hatchel for briefing the group on behalf of the LEPC.

7.3- Oklahoma LEPC Conference- Bonnie McKelvey from OEM asked for ideas and briefers for the Oklahoma LEPC Conference

7.4- Jon filed the mid-year report with the state.

7.5- January elections- The LEPC will be looking for a new chair in January. If anyone is interested or you know anyone that is interested please inform the LEPC.

8. Meeting Adjournment

Next Meeting: June 1<sup>st</sup>,