

Minutes of the Meeting

**OK County
LEPC Meeting**
June 1st, 2011 – 2:00 PM
RMACC

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

Members Present

Gary Renfrow	SORB Technology	Lisa Kuefler	Tinker AFB EM
Jeremy Robbins	Midwest City FD	Jennifer Cunkle	Oklahoma ANG
Kevin Bahjat	OKC SWQ	Jennifer Shubert	Oklahoma ANG
Buckley Pearson	OKC SWQ	Jami Murphy	DEQ
Rebecca Dallen	OKC SWQ	Jon Hall	FAA
Jeremy Bower	OCCHD	Jeff Canaday	PRC
Donna Sewell	Xerox	Brian Hardee	63 rd CST/WMD
Diann Riter	Tinker AFB EM	Kyle Glisson	63 rd CST/WMD
Jordan Carter	Devon Energy		

1. Called to order by Jon Hall.
2. Previous meeting minutes were reviewed and approved. Motion to approve by G. Renfrow, 2nd J. Cunkle.
3. Treasurer's Report – No change to the treasurer's report from May.
4. Public Comments – None.
5. Spill Notifications – None.
6. Old Business –

6.1- HAZMAT Awareness October Class Location- The LEPC will wait to see what the participation is for the July 2011 class to determine what location would be appropriate for the October 2011 meeting. The instructor and course materials will be funded by OSU and lunch will be provided by the Oklahoma County LEPC. Gary Renfrow suggested the fire academy or county extension center as possible locations for the October 2011 class. There are no other recommendations at this time and this topic will be discussed further at future meetings. Jami Murphy mentioned that the LEPC should reach out to local fire departments and fire dispatchers.

6.2- Oklahoma City Community College Meeting-Lisa Teel is willing to host an Oklahoma County LEPC meeting at the OCCC campus and conduct a tour following the meeting for members. The meeting will most likely be held in September 2011.

6.3- Emergency Response Plan (ERP) Review-Jon Hall has discussed the ERP with David Barnes from Oklahoma County. The LEPC would like to review the plan and provide comments and inputs to help with the review of the Oklahoma County ERP. This item will be addressed at future meetings.

6.4- Mr. Gablehouse Powerpoint Presentation- HMEP Funds- Jon Hall reviewed the slides from the Mr. Timothy Gablehouse's presentation. Mr. Gablehouse addressed challenges that LEPC's are currently facing and ways to improve their service to the public. Some of the challenges include public expectations of emergency responders and emergency managers, pursuing money and new equipment rather than focusing on planning, and public and business preparedness for hazardous materials incidents. Mr. Gablehouse discussed what LEPC's should hope to achieve to include; accident prevention, protection of the public, environmental justice, and community preparedness. Jon discussed ways that the LEPC can reach out to the community and expand on its community involvement beyond business related workshops. Accomplishing the overall objectives that

Mr. Gablehouse discussed sets the LEPCs up to request grant money to financially support the objectives the LEPC has set. Businesses should be involved in the LEPC to help inform and interact with the public, emergency responders, and emergency managers about hazards at their facilities. As an LEPC we should produce measurable outcomes that show progress toward our overall vision for the LEPC. Having a set plan of how the LEPC will accomplish its objectives is imperative to meeting LEPC goals and attaining grant funding. Safety Performance Indicators (SPIs) are helpful in measuring the effectiveness of LEPC objectives. An SPI team should be formed within the LEPC to manage the SPI program and ensure continued support and success of the LEPC.

6.5- HMEP Grant Funds Project Ideas-Although the LEPC currently has enough money to accomplish its immediate goals, the LEPC should continue to create new goals and look at how we will accomplish these goals. Ideas in this category may not directly be used to obtain grant funding, but will be a valuable starting point for the LEPC to accomplish its intended purpose. Jon asked the group for any ideas for safety performance indicators for the LEPC. Jennifer Shubert from OK ANG mentioned the idea of meeting with local teachers that are designated as emergency planners for their schools to discuss what they should be doing to prepare for hazardous materials incidents. Schools are currently focused on fire and severe weather response and there is little attention focused on how to respond to other incidents. The teachers that are designated as planners lack the current training to properly inform their school. The LEPC would be a good vehicle to provide training and set up an information program for local schools. Mr. Canaday from the PRC discussed some real world situations that have shown that schools are ill prepared for hazardous materials type incidents, specifically gas line leaks. Rebecca Dallen mentioned a focus on ethanol emergencies. The dangers associated with ethanol emergencies was discussed at a previous LEPC meeting with Del City Fire.

6.6- Oklahoma LEPC Conference Ideas/Briefer- There is no set date for the Oklahoma County LEPC Conference. The committee is still looking for ideas for the conference that are hazardous material related.

6.7- Pandemic Training Class- July 14th, 2011- Determined Accord pandemic tabletop exercise will be held at the Indian Health Services Area office at 701 Market Drive, Oklahoma City, OK. The exercise is designed to increase participant understanding and requirements for Continuity of Operations (COOP) planning and readiness for a pandemic event. Participation is limited to forty participants for this exercise. There will be a short train-the-trainer module at the end of the day for those COOP managers who attend, so they can provide additional tabletop exercises within their agency or for other agencies in your area. This exercise covers information on how to mitigate vulnerabilities during a pandemic influenza outbreak; participants should be able to identify gaps or weaknesses in organizational COOP plans, policies, and procedures. This course is a FEMA/FEB collaborative effort and will be facilitated by members of the FEB Emergency Preparedness and COOP Council with materials provided by FEMA Region VI.

7. New Business –

7. 1-COEMA Addressing Public Sheltering Issues- In the wake of the May 24th, 2011 severe weather, COEMA has identified some issues with public sheltering. Particularly persons that are traveling during weather warnings to official and unofficial public shelters. COEMA will continue to address this issue and hope to find a possible solution for the public.

8. Program- Mr. Jeff Canaday from Pipeline Regulatory Consultants-Oklahoma Pipeline Awareness (OPA) exercise simulation- Propane Incident- Jeff went through an exercise simulation with the group involving a propane incident in a city area. The group discussed considerations for the incident including; location of incident command, evacuation distance, suitable evacuation locations, public considerations to include daycare centers in the area, ways to control traffic, and personal considerations for the group including having family in the affected area. Mr. Canaday did a great job of bringing up additional considerations for the group and invoking positive discussion about the event simulation to include considerations for the Oklahoma County area.

9. Meeting Adjournment

Next Meeting: July 13th, 2011