

STATE EMERGENCY RESPONSE COMMISSION

MEETING MINUTES
UDEQ, Building #2, Room 101
168 North 1950 West
Salt Lake City, Utah
April 14, 2010 @ 1:30 p.m.

Attendance List:

Everett, Brent Utah Department of Environmental Quality/DERR
Hamlet, Kris Utah Department of Public Safety/DHLS

Also Attending:

Bailey, Ty Utah Department of Public Safety/DHLS
Bekkemellom, Shane Utah Department of Environmental Quality/DERR
Conklin, Meagan Utah Department of Public Safety/DHLS
Fifield, DeeEll Wasatch Front Regional Council
Ford, Glenn U.S. Environmental Protection Agency/Region VIII
Halladay, Brent Utah Department of Public Safety/SFMO
Llewelyn, Jason Carbon County
McGarvey, Delane Davis County Health Department
Peck, David U.S. Environmental Protection Agency
Riley, Mike Utah Department of Public Safety/SFMO
Scharman, Reed West Jordan Fire Department
Shinton, Harry Tooele County Sheriff’s Office
Taylor, Neil Utah Department of Environmental Quality/DERR
Urban, Dale Utah Department of Environmental Quality/DERR
Zucker, Mike Utah Department of Environmental Quality/DERR

Attending Telephonically:

Atencio, Kathie U.S. Environmental Protection Agency/Region VIII
Gonzalez, Bernadette U.S. Environmental Protection Agency/Region VIII

■ **WELCOME AND INTRODUCTIONS..... Brent Everett**

On Wednesday, April 14, 2010, at 1:00 p.m., a State Emergency Response Commission (SERC) meeting was held at the Utah Department of Environmental Quality (UDEQ), Building #2, in room 101. Brent Everett welcomed the attendees and expressed appreciation for their participation in the meeting.

In view of the fact that various attendees were participating in the meeting telephonically, introductions of the Commission and the other attendees were conducted.

■ **APPROVAL OF JANUARY 13, 2010, MEETING MINUTES Brent Everett**

Minutes from the January 13, 2010, SERC meeting were distributed and reviewed by the Commission. With no changes needing to be made, the SERC unanimously approved the meeting minutes.

■ **EPA'S JOINT PLANNING INITIATIVE UPDATE Ty Bailey**

Ty Bailey explained to the Commission that in response to the last SERC meeting, a Joint Planning Initiative meeting was held between the Utah Department of Public Safety (UDPS) and Region VIII of the Environmental Protection Agency (EPA). Among the issues discussed in the meeting included the involvement and coordination with the EPA when the State of Utah plans and holds catastrophic event exercises. Based upon this meeting and in discussing the issue with the SERC Advisory Committee (Advisory Committee), it is recommended that the next step would be for the EPA to come for a follow-up meeting in order to give a more in depth presentation to the Advisory Committee on such issues as responding to hazmat incidents.

Kathie Atencio agreed that a follow-up meeting with the Advisory Committee to continue with this discussion would be helpful and that the EPA would prepare a presentation. In addition, the EPA would also be interested in discussing area contingency planning along local levels. With the upcoming earthquake exercise through the Federal Emergency Management Agency (FEMA), perhaps it would be beneficial to conduct planning sessions with different communities besides the Salt Lake City area.

Mr. Bailey added that it may be useful to also hold a planning conference, perhaps sometime in September, to discuss area contingency plans and the responsibility of the UDPS to review all these plans each year. The EPA could also be invited to the conference in order to meet and discuss these various issues with the Local Emergency Planning Committees (LEPCs).

Bernadette Gonzalez also added that the EPA would also like to participate in the State of Utah's chemical stockpile exercise as well. The EPA has been in contact with Doug Becvar of the FEMA in order to move forward in participating with this exercise.

■ **HAZMAT RESPONSE / SUPPORT PROTOCOLS..... Ty Bailey**

Mr. Bailey stated that since the Hazmat Response Support Protocols issue was discussed earlier in the day in the Advisory Council meeting, the issue would be deferred until the SERC Advisory Council Report portion of the meeting.

■ **SERC ADVISORY COUNCIL REPORTHarry Shinton**

Harry Shinton explained that in the past few SERC meetings, the Advisory Committee had been tasked with the development of a process in order to handle the creation, modification, or

dissolution of LEPCs. No policies have previously been developed on how to handle these types of requests. An “Issues to be Addressed by the SERC Advisory Committee” handout was distributed to the SERC. (A copy of this handout is available with the meeting minutes.) After having discussed this issue in length over the last few months, the Advisory Committee has developed procedures on how to handle these types of requests and now brings them before the SERC for approval. A “Recommended Process for the Evaluation of Requests to Establish Additional Local Emergency Planning Committees” handout was also distributed to the SERC. (A copy of this handout is available with the meeting minutes as well.)

According to the proposed procedures, additional LEPCs may be established by the SERC on a case-by-case basis. If a jurisdiction were to make this request, they would need to provide the following information to the SERC:

- A plan for coordinating the proposed additional LEPC activities with the county LEPC(s) in which the jurisdiction is located.
- An assessment of the jurisdiction’s population and hazardous materials risk (including fixed facilities, rail, highways, hazardous materials pipelines, etc.).
- A determination of how the jurisdiction will meet all federal LEPC standards identified in 40 United States Code Chapter 116.

Once submitted, the Advisory Committee would review the information submitted and determine the views of the county LEPC in which the proposed additional LEPC is located, and provide a recommendation to the SERC. The SERC would then take into consideration the following in making a decision to approve or deny a request to form an additional LEPC:

- Information submitted by the jurisdiction.
- The Advisory Committee recommendation.
- Views of the county LEPC in which the proposed jurisdictional LEPC is located.

After reviewing this process preliminarily, the SERC decided to evaluate and review the recommendation made by the Advisory Committee further. However, the SERC expressed appreciation for the hard work completed by the Advisory Committee in such a short time. It is anticipated that this process will be brought back before the SERC in their next meeting for final approval and adoption.

Mr. Shinton continued by stating that the Advisory Committee also discussed the possibility of establishing one specific telephone number within the State of Utah for individuals to contact if they require assistance with emergency matters, such as hazmat issues. Currently, if someone were in need of help regarding an emergency incident, they would be required to make multiple telephone calls to receive the assistance they required. The Advisory Committee is recommending that one telephone number for emergency incidents be established for individuals to call for emergency incident assistance. Then, based on the type of incident that has occurred, the hotline dispatchers would then contact the appropriate personnel. The SERC was in favor of

this proposal and after further discussion, the Commission decided to add this matter to the Advisory Committee's list of priority issues in order to evaluate how this proposal could be accomplished.

■ **OTHER..... Brent Everett**

Mr. Bailey informed the SERC that since the Commission is shared between the UDEQ and the UDPS, both agencies have agreed to provide the administrative support for the SERC meetings on a yearly basis instead of alternating every other meeting. The UDEQ will provide this administrative support for 2010. The UDPS will provide the administrative support for 2011.

The SERC also recommended that in the future, the Advisory Committee would need to meet at least on a quarterly basis. However, if the occasion ever arose, it would be up to the Committee to decide if additional meetings were needed on a more frequent basis.

■ **NEXT MEETING..... Brent Everett**

The next SERC meeting is scheduled for 1:00 p.m. on Wednesday, July 7, 2010. However, once a location for the meeting has been selected, notification will be sent to the Commission and other interested parties.

■ **ADJOURN..... Brent Everett**

The meeting adjourned at approximately 2:07 p.m.