

**STATE EMERGENCY RESPONSE COMMISSION
SERC Advisory Board**

MEETING MINUTES
State Capital - Auditorium
Salt Lake City, Utah
September 21, 2011 @ 1:00 p.m.

In ATTENDANCE:

Urban LEPC
Harry Shinton / excused Tooele County Sheriff's Office

Rural LEPC
Rick Bailey/ excusedSan Juan County

Hazardous Materials Advisory Council
Andy ByrnesUVU EM Services

Hazardous Chemical Transportation Industry
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FEMA & State Agency Representatives
Bailey, Ty Utah Department of Public Safety/DEM
Mechelle Miller Utah Department of Public Safety/DEM
Brent Halladay Utah Department of Public Safety/SFMO
Rick Carlisle Utah Department of Public Safety/SFMO
Neil Taylor Utah Department of Environmental Quality/DERR
Mike Zucker Utah Department of Environmental Quality/DERR
Brent Everett Utah Department of Environmental Quality/**Co-Chair**
Dave Peck EPA
Kathy Van Dame ?
Marybeth Vasco FEMA Region IIIV
Bernadette Rose FEMA Region IIIIV
David Ostrander FEMA Region IIIIV
Gina Cristiano FEMA Region IIIIV
Ray Figueron EPA

Fixed Site Regulated Industries (2)
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National Guard
Joaquin Mixco

Local Health Departments
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Environmental Interest Groups
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Environmental Cleanup Contractors
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General Public (2)
Reed Scharman West Jordan Fire Department

Other
DeEll FifieldWasatch Front Regional Council

Agenda Items discussed:

Welcome / Introductions Reed Scharman
Reed welcomed everyone and opened the meeting at 1:00p.m. Introductions were made around the room. Harry Shinton is excused for meeting.

Approval of the July 27, 2011, minutes Reed Sharman
Minutes from the July 27, 2011 SERC Advisory meeting were distributed and reviewed by the Committee. Motion to approve minutes by- Andy Burns, second by – Kathy Van Dame. All in favor - none opposed. Motion passed.

LEPC Modification / dissolution protocol update Brent Halladay
Brent Halladay passed out the revised documentation on R698 and the recommendations to the guidance. Neil Taylor stated the legal staff at DEQ had looked at the changes and they had no concerns with the document.

Motion was made by Andy Burns to present the recommended changes to the SERC Board for approval. Second was made by Kathy Van dam, all in favor. Motion passed.

Plan Review Guidance Ty Bailey
Ty reported he is still trying to put together a checklist to use to review the plan. The checklist will be used by the Community Support Section to review EOP's. This year it was the goal to review every plan, but instead we decided to develop a checklist first. Right now Ty is the process of gathering a copy of a plan from each LEPC as part of the HMEP Grant requirement. The goal for 2012 is to have the reviews completed. The checklist will incorporate elements of the SLG 101, NRT, ERT, NUREG, NIMS, and other relevant documents. Reed Scharman suggested a model document for everyone to follow so there is more consistency in State and local plans.

Ty stated at the last meeting, the SERC adopted the Advisory board as the planning group for ESF 10 in the State EOP. The lead planner for the State has retired and this will be brought up in the SERC meeting.

DeeEll suggested that the Tooele County has a new Hazmat plan if they wanted to look at it.

Action items:

Email to the Advisory board example review sheet.

Copy of plan from each LEPC / create a checklist for review of plans.

CCDC/LEPC conference Ty Bailey
The CCDC will go from 8:00 a.m. to 5:00 p.m. at the Red Lion Hotel. There are approximately 110 registered with 10 Federal partners registered. The CCDC has an LEPC theme and will include presentations from FEMA, USDOT, and DEQ. These agencies will provide information on their roles and responsibilities in a HazMat emergency.

Neil asked if the R698 have been sent out to the LEPC's. They have not been sent out in the past, but the Division of Emergency Management could do so in the future. Discussion was held on the timelines for review, comment period, and adoption of new rules. Information on the new rule changes/additions will be distributed by email out to the LEPC's. Ty also mentioned the Division of Emergency Management could publish changes in the monthly newsletter if needed.

Flow Study Discussion Rick Carlisle & Mike Riley
Rick Carlisle presented information on Hazmat flow studies. Forms on Pre-survey & Traffic Survey were provided to illustrate the types of information that is collected during a Hazmat Flow Study.

Recommendations for preparing a Hazard Flow Study include; using trained personnel, have adequate Law Enforcement support, identify traffic flow pattern for the study, involve LEPC in planning and execution, and have enough people helping to reduce the time trucks are delayed.

Laws Governing the release of TEIR II information..... Reed Scharman

Discussion was held on whether there is a conflict with a Homeland Security law and the release of TEIR II information under EPCRA. Reed reported that the information he was able to obtain was not very clear on the issue. There should be consistency in the process to request information and clarification on what information can/can not be released. According to EPCRA a yearly report should be made available for the public to view.

State OSC updatesMike Zucker

Mike reported he had not received any additional information on addressing the issue of the “On Scene Coordinator”. This will be taken off the agenda for future meetings. If an issue arises for this it will be entered as an agenda item.

NEXT MEETING Reed Scharman

Deferred to the SERC Board for meeting date.....

***Next meeting is scheduled for January 18th, 2012 at DEQ Meeting scheduled for 1:00 p.m. followed by the SERC Board meeting at 2:00p.m.

ADJOURN..... Reed Scharman

Motion to adjourn meeting by Andy Byrnes second by Reed Scharman. Meeting adjourned approximately 2:00 p.m.