

**STATE EMERGENCY RESPONSE COMMISSION  
SERC Advisory Committee**

**INTERIM  
MEETING MINUTES  
Utah Division of Emergency Management  
1110 State Office Building DEM conference room  
Salt Lake City, UT 84114  
Meeting/Teleconference  
May 22, 2013, 10 a.m.**

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**In Attendance:**

**Urban LEPC**

Reed Scharman ..... West Jordan Fire Department

**Rural LEPC**

Rick Bailey (excused) ..... San Juan County Emergency Manager

**Hazardous Materials Advisory Council**

Andy Byrnes ..... UVU EM Services

**Hazardous Chemical Transportation Industry**

Dale Ipson (by phone) ..... DATS Trucking

**Federal and State Agency Representatives**

Bailey, Ty ..... Utah Department of Public Safety/DEM  
Miller, Mechelle (by phone) ..... Utah Department of Public Safety/DEM  
Don Cobb (by phone) ..... Utah Department of Public Safety/DEM  
Michael Riley ..... Utah Department of Public Safety/SFMO  
Neil Taylor (excused) ..... Utah Department of Environmental Quality/DERR  
Mike Zucker (excused) ..... Utah Department of Environmental Quality/DERR

**Fixed Site Regulated Industries (2)**

Kent Bradford (excused) ..... Westinghouse  
Mark Illum ..... IM Flash Technologies

**National Guard**

Jill Jimenez (excused) ..... Utah National Guard  
Joaquin Mixco ..... Utah National Guard

**Local Health Departments**

Teresa Gray ..... Salt Lake Valley Health Department

**Environmental Interest Groups**

Kathy Van Dame ..... Wasatch Clean Air Coalition

**Environmental Cleanup Contractors**

**General Public (2)**

Don Rigtrup ..... Private Citizen  
John Vernath ..... Private Citizen

**Welcome / Introductions** .....Don Rigtrup  
Don Rigtrup welcomed everyone and opened the meeting at 10:00 a.m. A roll call was then conducted.

**Action Items**

**Approve previous meeting minutes – March 14, 2013** .....Don Rigtrup  
Motion was made by Andy Barnes and a second by Mike Riley. The minutes approved unanimously. Corrections made to Reed Scharman’s name on page 2.

**Introduction of new members** .....Don Rigtrup  
John Veranth introduced himself and gave his brief background. John is semi-retired as research professor for the Department of Pharmacology/Toxicology at the University of Utah with research in the health effects of air pollution. He has experience in working with the Hazardous waste industry and was the principle Design Engineer of the Acid incinerator, and sat on the Air Quality board for 9 years. John will serve as the General Public representative for the SERC.

Neil Taylor has the list of who is going to be

**Discussion Items**

**Discussion of upcoming issues for the advisory board to work on** .....Ty Bailey

Ty stated there were some projects that were on a list the SERC Advisory board had. One of the projects were to complete the members list, which should now be complete.

Don had asked if there was anything coming up. There is a change in the leadership of the Commissioner of Public Safety and Ty will make sure the new person coming into the Commissioner position will be invited. Formal process needs to have DPS/DEQ designees defined.

**Discussion of topics for the SERC meeting agenda** .....Don Rigtrup / Ty Bailey  
The topic of the true purpose of the LEPC and what training or constructive suggestions to improve the LEPC’s knowledge of what their role is. Discussion was held on what kinds of ideas or training, conferences, workshops could be implemented or improve on the agenda’s to include more of a LEPC role at the conferences already in place.

Reed commented that there is not really a model or standard of what LEPC’s need to look like. His concerns would be that there probably isn’t training or a format the LEPC’s could follow. He suggests it would be good to look at the current enacted laws, policies and training documents that are available for LEPC’s chairs.

Don Rigtrup read through a document he researched on ‘measuring progress & chemical safety’ concerning the makeup of LEPC’s and the handling of hazardous materials. He commented that the document asks that LEPC’s make sure they have a system for hazardous materials planning. Reed agrees.

Teresa Gray states there is a 2 fold approach on the issue:

- 1- outline the specific guidance on the CERCLA for the LEPC’s. Provide that to the LEPC chairs available through the liaisons. .
- 2- Evaluations of plans from each of the LEPC’s. She thought at one point they were various issues of consistency

Mike Riley said there is difficulty in keeping the LEPC focus on the issues they originally were intended. A loss of the vision for what they were meant for. Some LEPC’s have forums on community presentations on that are not Hazmat related or deal with subjects within that realm. Andy’s states the vision needs to come from the SERC and the LEPC’s need to have something in place so they know if they are meeting those visions.

Reed stated that in accordance with EPCRA the LEPC’s should meet at least quarterly. He said there should be a base of what the criteria is to be met and the SERC needs to say what the law is and executive directions is from Advisory then create the details in what needs to be outlined. He would like to see information feed out the LEPC’s they could use in those meetings.

Don asked if Reed would like to create score card or a way to measure the LEPC’s basic knowledge or what they need to implement. Reed said he would work on this and the idea of subcommittee was brought up. Ty commented the only guidance LEPC’s use is based on the HMEP grant. The Grant reporting excludes the TEIR II, fixed facility, and there is a need is to create an assessment for all LEPC requirements. When the SERC created the LEPC’s they recognized the autonomy of local governments, and there is nothing from the SERC to deal with poor performance. There needs to be something addressed on training, technical assistance or planning help. Ty suggests they need to focus on the performance with the use of a score card and the areas they are low in should give the SERC the information they need to support the LEPC.

Reed described the process of creating a new LEPC. He mentioned for the new members how much progress the SERC has made. His community has participation with monthly meetings and ongoing contact with others. His biggest concern right now

is to focus on the basics and what is the “Community Right to Know Act” and SARA. We need to be simplistic and provide an overall mission and goals to be dealing with Hazardous Materials and other Emergency planning. Encourage the LEPC’s to entertain other issues or items they would like to have, but the basics would be there and create a way to help them implement a better program. Provide ongoing training and planning. Another concern is the EPA and FEMA are both doing planning and they are not working together. Give the people guidance and training to achieve the ultimate goal.

Mike commented on the situation with West Texas and the planning and the LEPC organized issues. Any event of that magnitude and loss of life puts this issue into perspective and why there is a need to have better planning, training, and guidance to the LEPC’s. Teresa states the reporting guidance needs to be added to the guidance being discussed here. Ty would like to see support to those who are creating the guidance document. Teresa said they would help with support. Reed agrees there needs to be a guidance document and model format out to the LEPC’s. These tools could be implemented and given to a new LEPC with the information developed. Support with packages of training and ways to move forward.

Don asked what would be the direction for the SERC at this time. Ty said this group will present what they want to accomplish and how they would like to do this. Don asked what else needed to be done. Teresa suggested to have an outline of the guidance and milestones and to look at the makeup of the people who would be working on this document to bring in different perspectives. John commented on calling it a “training document on issues and priorities” and include a self-assessment. That puts a positive on the information being sought.

Discussion was held on getting a conference or workshop for just the LEPC members. The group discussed ideas on how to improve the format or agenda of conferences or workshops already with a Hazardous materials component and getting more targeted information out to those instead of creating another conference. Issues were the time people have to allocated and lack of funding. Reed mentioned it might be a good idea to share with another group and approach the Pipeline Association.

Dale asked if there was information out on when the LEPC’s meet. Mechelle suggested there might be a way the liaisons could gather information and maybe have a page on the DPS website which would list them all. Ty said this might be better to have a link to the DEQ website.

**Round Table** ..... Don Rigtrup

Mike Riley presented on the Title 42 on the LEPC’s. He will email this information out the group. Teresa Gray reported on risk reduction zone for an overlay on planning dealing with the unincorporated areas of Salt County. This came about due to the Red Butte oil spill. It passed the council meeting.

**Next Meeting Date and Time** .....  
SERC Advisory Board will meet at 10:00 a.m. on June 20<sup>th</sup> , 2013. SERC Board meeting will follow at 1:00 p.m. Location to be determined.

**ADJOURN**..... **Don Rigtrup**  
Andy Barnes made the motion to adjourn the meeting, all were in favor. Meeting adjourned approximately 11:15 a.m.