

**STATE EMERGENCY RESPONSE COMMISSION**

**MEETING MINUTES**

September 17, 2015, 2:30 p.m.  
Multi-Agency State Office Building  
195 North 1950 West  
Salt Lake City, Utah 84116

**Attendance List:**

Everett, Brent ..... Utah Department of Environmental Quality/DERR  
Reid, Patrick ..... Utah Department of Public Safety/DEM

**Also Attending:**

Barton, Cody..... Sevier County Emergency Management  
Coon, Mark..... Utah Department of Public Safety/DEM  
Cristiano, Gina .....U.S. Environmental Protection Agency  
Illum, Mark .....IM Flash Technologies LLC  
Martin, Chris ..... Utah Department of Environmental Quality/DERR  
Mortensen, Duane ..... Utah Department of Environmental Quality/DERR  
Riley, Michael..... Utah Department of Public Safety/SFMO  
Scharman, Reed ..... West Jordan Fire Department  
Smith, Elisa ..... Utah Department of Environmental Quality/DERR  
Taylor, Neil ..... Utah Department of Environmental Quality/DERR  
Urban, Dale ..... Utah Department of Environmental Quality/DERR

**WELCOME AND INTRODUCTIONS**

**Patrick Reid**

Patrick Reid welcomed attendees to the State Emergency Response Commission (SERC) meeting and thanked them for their participation. Introductions of those in attendance were made.

**ACTION ITEMS**

**Approval of June 18, 2015 Meeting Minutes**

**Patrick Reid**

Minutes from the June 18, 2015 SERC meeting have been reviewed by the SERC. With no comments or changes needing to be made, a motion was made by Brent Everett to approve the minutes. The motion was seconded by Patrick Reid. The meeting minutes were unanimously approved.

**Cleanup Contractor Representative to the Advisory Committee Approval Neil Taylor**

The application for John Hart of Envirocare as the Cleanup Contractor Representative to the SERC Advisory Committee was discussed during the June 2015 meeting. Mr. Hart has been recommended and approved by the SERC Advisory Committee. A motion to appoint John Hart to the SERC Advisory Committee was made by Brent Everett. The motion was seconded by Patrick Reid. It was unanimously approved.

## **INFORMATIONAL ITEMS**

### **State Cost Recovery Authorities**

**Patrick Reid**

A legal review of the State cost recovery authority documents has occurred. The Utah Attorney General's Office requested that there be separate documents for both the state or local authorities to use for cost recovery action. Patrick Reid will e-mail the updated documents to the SERC Advisory Committee by November in order to have them available for SERC review in December.

### **Approval of the DEQ/DPS MOU**

**Neil Taylor**

During the June 2015 SERC meeting, the Memorandum of Understanding (MOU) between the Department of Environmental Quality (DEQ) and the Department of Public Safety (DPS) was reviewed. The MOU was approved and signed by DEQ Executive Director Alan Matheson and Commissioner Keith Squires of DPS. Thanks were given to those from the DPS, DEQ and SERC Advisory Committee for their work on the MOU.

One of the requirements of the MOU is for the Division of Emergency Management to give an annual report to the SERC regarding the Local Emergency Planning Committees (LEPCs). Discussion was held regarding the best SERC meeting to present this information. Patrick Reid will work with Kim Hammer to determine when the LEPC information is gathered and compiled into the annual report.

### **Discuss LEPC Chairs Conference Call**

**Patrick Reid**

In July, the SERC Advisory Committee held a conference call with LEPCs. The SERC Advisory Committee wanted to reach out to LEPCs to assess their needs. Good feedback was given including the request to hold these conference calls more frequently. The SERC Advisory Committee is considering bi-annual calls. The SERC Advisory Committee will be holding an extended meeting in December to begin to look into some of the requested action items. One of the concerns from the LEPCs is that they are not getting copies of SERC agendas and minutes. Minutes and agendas are posted to the public meeting website. It was recommended that the LEPCs be emailed a link to the public meeting website if they would like quicker access to the minutes and agendas.

### **State HazMat Plan (ESF #10)**

**Mark Coon**

Mark Coon has been working on edits for the State HazMat Plan for ESF #10. An updated version will be available for the December 2015 meeting.

### **Other Items**

Brent Everett stated that the DEQ Executive Director and Commissioner Squires will be given the 2016 SERC meeting dates for their schedules. It was proposed that the meetings remain on the 3<sup>rd</sup> Thursday and be held quarterly.

SERC Advisory Committee attendance has been low. Advisory Committee members that have not been attending will be contacted and encouraged to attend. If they are unable to attend in person, they can attend via the telephone or send someone to attend as a proxy. If members have not attended for three consecutive meetings, they will be considered for replacement.

Reed Scharman requested that the DEQ consider modifying the Environmental Incident Report system to include information regarding first responders. He cited an example of a diesel fuel spill that entered a storm drain. The spill occurred on the weekend and the reporting party said that the spill was contained. If the fire department had been notified, they could have assessed the situation sooner. It was discussed that the DEQ could possibly change protocol to ask if a first responder had been notified and include this information in the Incident Notification Report. It would then be up to the local health department to determine if first responder contact was needed. Mr. Scharman stated that the first responders typically have more resources available to respond to these situations than the local health department may have.

Gwen Cristiano reported that the EPA Regional Response Team is working to improve communications with SERCs. The next Regional Response Team meeting will be held October 21 & 22, 2015, in Denver. An exercise is being planned for early 2016.

**Next Meeting Date and Time**

**Patrick Reid**

The next SERC meeting will be held on December 10, 2015, at 2:30 p.m. in the Bonneville Room of the Multi-Agency State Office Building.

The SERC Advisory Committee meeting will be held the same day at 8:00 a.m. The location will be the same as the SERC meeting.

**Adjourn**

**Patrick Reid**

The meeting adjourned at approximately 3:45 p.m.