

**Mid-Valley LEPC Meeting
Northwest Natural
7150 Supra Drive SW, Albany, OR**

**May 14, 2014
10:00 a.m.
DRAFT Minutes**

Attendees:

Lori Blau, Cascade Pacific Pulp	Vicky Lyons, Good Samaritan Reg. Med. Ctr.
Armel Cates, Linn County Resident	Erik Rau, Benton County Sheriff's Office
Scott Cowan, Albany Fire/HazMat Team 5	Julie Reid, Samaritan AGH - Intern
Lindsey Cullums, Linn County Public Health	Cliff Sabin, Samaritan Albany General Hospital
Steve Curfman, Dept. of Energy/NETL	Karen Selander, Corvallis School District
Matt Durbin, Good Samaritan Reg. Med. Ctr.	Greg Skaer, Oregon Freeze Dry
Jane Fleischbein, Linn County Public Health	Darrel Tedisch, City of Albany Emergency Mgmt.
Glenda Fleming, WR Grace	Terry Wolfe, State Fire Marshal's Office
Lorri Headrick, Albany Fire Department	

Approval of Minutes: Scott Cowan made a motion to approve minutes of the April 9, 2014, meeting; Vicky Lyons seconded the motion; and the minutes were approved as submitted.

Reports from Participating Organizations:

State Fire Marshal's Office – Terry Wolfe reported that the Chemical Outreach Day FBI presentation was well received; upwards of 45 people participated. Another presentation is being planned for the Portland area in the summer or fall. The HazMat Team Conference is in Seaside this week.

HazMat Team 5 – Scott Cowan reported that the team is conducting outreach training and there will be a chemistry/hazmat course open to outside agency participation.

Benton County Emergency Management – Erik Rau reported that their plan review is ongoing and they're working on the paperwork to receive federal support from the February storm.

Linn County Public Health – Jane Fleischbein reported on the Heart-to-Heart Resource Fair on May 15, and announced that she is retiring on June 30, 2014.

Linn County Emergency Management – Darrel Tedisch reported that shelter planning continues; they are getting reports back now from local community facilities on what they have for sheltering availability. The Shelter Plan is out for the second draft review. Tabletop exercise is planned for June.

City of Albany – Darrel Tedisch reported that Albany is also putting in for financial support from FEMA to recover damages to Police vehicles and Public Works' costs associated with the winter storm.

Albany Fire Department – Scott Cowan reported that the Fire Department will be preplanning the downtown business area: identifying structural changes; labeling access points to residential occupancies to provide identification to emergency responders of areas with the potential for life risk; and promoting keyboxes to provide emergency responders with keyed access to the same occupancies.

Samaritan Health – Cliff Sabin reported that Samaritan Albany General is developing procedures for self-decon for mentally and physically able people; establishing a decon closet that provides a five-minute setup time; and establishing a Memorandum of Understanding with NWFF for mass decon. Each hospital is standardizing their procedures. Cowan suggested adding a Fire Department notification to the procedure.

Matt Durbin reported that he is working on setting up six MCI trailers; each to address a specific need. These will be the prototypes for the other hospitals. The project is grant funded by the state, also giving the state priority for their use. The question was asked about use of the trailers by other agencies. The trailers will be for use within the hospital system and possibly available for loan to local emergency services agencies.

Corvallis School District – Karen Selander reported that they are closing out the school year and working with the county for damage recovery from the winter storm through FEMA. The school district is sending up to seven people, including the School Board Chair, to FEMA training on emergency operations planning for schools.

Oregon Freeze Dry – Greg Skaer reported that they now have 32 members trained in HAZWOPER. They are undergoing an EPA site inspection and RMP audit.

National Frozen Foods – Also have two newly trained members in HAZWOPER.

Workgroup Reports: No reports

Local Exercises & Training:

City of Albany Earthquake Exercise – October 17, 2014
Samaritan Albany Earthquake/Evacuation Drill – June 4, 2014
Samaritan Lebanon Earthquake/Evacuation Drill – June 11

Old Business:

2014 Goal Review – Accepted as submitted at the April meeting.

Bylaws – Vote on Final Draft – The final draft of the Bylaws was reviewed. The 304 Reporting Requirements information was changed to show that the written follow-up report should be sent to the SERC, not the LEPC. The final 304 Reporting Requirements document will be incorporated into the Bylaws as an attachment. Greg Skaer made a motion to accept the corrected 304 Reporting Requirements document; Karen Selander seconded; and the motion was approved. Scott Cowan made a motion to accept the Bylaws as amended with attachments; Erik Rau seconded; and the motion was approved.

Mid-Valley LEPC Plan – Scott Cowan reported that three contractors submitted quotes for the first phase of the plan research/development. The grant provides \$6,000 for this phase. It was the recommendation of the review committee to award the work to Stacy M. Burr, Consulting. Steve Curfman made a motion to award the contract to Stacy M. Burr, Consulting, for \$6,000; Vicky Lyons seconded; and the motion was approved.

Health & Safety Fair at LBCC, May – The Linn-Benton Alert system was promoted during the fair, and 30 people stopped by for information.

New Business:

Election of Co-Chair – Term Ending November 2015 – Scott Cowan nominated Darrel Tedisch for the Co-Chair position; Erik Rau seconded the motion. Darrel Tedisch was successfully voted in to assume the remainder of the term for the Co-Chair position.

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Next Meeting: June 11, 2014, at Linn-Benton Community College, Vineyard Mountain Room

Regular Meeting Adjournment: 11:00 a.m.

Submitted by: Lorri Headrick, Secretary