

**Mid-Valley LEPC Annual Meeting
Northwest Natural
7150 Supra Drive SW
Albany, OR 97321**

**February 12, 2014
10:00 a.m.
Minutes**

Attendees:

Douglas Baily, Corvallis Fire/HazMat Team 5	Lorri Headrick, Albany Fire Department
Mike Bamberger, Oregon State University	Jarrett Heffner, American Red Cross
Rich Baltzersen, FBI	Marcene Olson, LBCC
Armel Cates, Linn County Resident	Erik Rau, Benton County Sheriff's Office
Scott Coffin, Wah Chang	Cliff Sabin, Samaritan AGH & LCH
Scott Cowan, Albany Fire/HazMat Team 5	Karen Selander, Corvallis School District
Lindsey Cullums, Linn County Public Health	Darrel Tedisch, City of Albany Emergency Mgmt.
Jane Fleischbein, Linn County Public Health	Jason White, National Frozen Foods Corp.
Glenda Fleming, WR Grace	Terry Wolfe, State Fire Marshal's Office
Douglas Freeman, RCO International	

Approval of Minutes: Minutes of the February 13, 2013, annual meeting, and minutes of the January 18, 2014, regular meeting were approved as submitted.

Reports from Participating Organizations:

FBI – Rich Baltzersen reported on a six-week FBI citizen academy in Portland, April 9 – May 16. Applications are due by March 3. They will also be hosting an outreach day in Salem in mid-May.

State Fire Marshal's Office – Terry Wolfe reported that the deadline for next year's HMEP grants is March 5. The public review of the OAR that establishes counties as LEPC districts brought about a change to remove the federal language, but still maintains the expectation that EPCRA (Emergency Planning and Community Right-To-Know Act) will be followed to the full extent. Terry indicated that his focus on establishing new LEPCs will be in the Portland area.

HazMat Team 5 – Douglas Baily reported that the team will be conducting a drill at OSU on February 13.

Linn County Public Health – Jane Fleischbein reported that they will receive a \$3,500 grant for the reserve corps and that they are performing a shelter-in-place drill on February 27 at their new location.

Linn County Emergency Management – Darrel Tedisch reported on the Shelter Plan in process for Linn County.

Benton County Emergency Management – Erik Rau reported that they are revising their Emergency Operations Plan in 2014 and are forming a Steering Committee to develop their Natural Hazard Mitigation Plan.

City of Albany – Darrel Tedisch reported that the City received a grant to conduct a full-scale earthquake exercise on October 17, 2014. There will also be a tabletop exercise conducted prior to the full-scale. Scott Cowan reported that the City will be conducting an after-action report from the snow storm, which will identify areas that need improvement.

City of Corvallis – They are reviewing their Emergency Operations Plan with a June/July completion target.

Oregon State University – Mike Bamberger reported that they will have a hot wash related to the recent snow event and that he continues to work on updating emergency plans and rebuilding their program.

Linn-Benton Community College – Marcene Olson reported that they will be doing a lockdown/active shooter drill during their April in-service and training for their campus CERT in the spring.

Corvallis School District – Karen Selander reported that they completed their ICS training with school administrators and they will be doing some tabletop exercises in the future to practice what they learned.

American Red Cross – Jarrett Heffner reported that they have received grant funding for the Disney Pillow Case Program. They will focus the program on third through fifth grade aged children. The program teaches them how to pack their favorite items from home into a pillow case for easy transport, and parents learn ways to dispel their children's concerns about evacuation.

Red Cross is holding a disaster training academy May 15-18 at Willamette University.

National Frozen Foods – Jason White reported that they are conducting a process safety management review. He also asked about the process for EPCRA Section 304 chemical release reporting. The following information was shared from the June 12, 2013, minutes:

***Report on LEPC Conference (May 21-23)** – Darrel reported on the topics covered at the conference. EPA communicated that the initial call to 9-1-1 for a release will act as the notification call required to the LEPC. The process for 9-1-1 dispatch to notify the LEPC is to be determined. The change will need to be included in the Emergency Response Plan and LEPC Bylaws. There is no change to the after-action report requirement.*

Terry Wolfe suggested that this also be documented in the LEPC's bylaws.

Wah Chang – Scott Coffin asked about the State HazMat Conference. Terry Wolfe confirmed that it will be held in Seaside in May and that EHS facilities are encouraged to attend. Information will be available on the State Fire Marshal's Office web site.

WR Grace – Glenda Fleming reported on a confined space drill they did with Albany Fire Department. They practiced using unified command and identified training needs in the process. Scott Cowan invited other facilities to contact the Fire Department to schedule similar drills at their facilities, allowing a few months lead time. He identified that this type of drill also helps identify even basic emergency procedures that employees should be aware of, such as how your phone system works for dialing 9-1-1.

Samaritan Health – Cliff Sabin reported that he had just returned from a snow storm after-action report meeting. He reported that Search & Rescue volunteers were used in Corvallis for transporting patient and employees during the storm. Clearing roadways to the hospital for emergency vehicles was a noted concern. He also reported that they will be participating with the City Albany in the October earthquake drill.

Armel Cates – Introduced himself as a retired contractor with the Department of Energy in Idaho and an Albany resident with an interest in the LEPC. He shared his experiences in Idaho with winter snow conditions and highlighted the issues caused by frozen gates/access and water hydrants that can get covered by snow due to plowing.

Workgroup Reports:

Emergency Planning – With Douglas Baily's new role as Chair, Scott Cowan agreed to assume the chair role for this workgroup.

Membership – Karen Selander requested an updated LEPC roster; Lorri will send out with next month's agenda.

Presentation – Suggestions for future presentations included OEM Business Relations on building relationships with business, and a presentation on the usefulness of emergency plans.

Outreach – No report.

Resource Assessment – No report. Lorri Headrick will notify Tori Jager of the change in the LEPC Chair position.

Information Coordinator Report: No report.

Local Exercises & Training:

- City of Albany Earthquake Exercise – October 2014
- Samaritan Albany and Lebanon Hospital Exercises

Old Business: N/A

New Business:

Mid-Valley LEPC Plan – Douglas shared information on the requirements for the LEPC Plan. Terry Wolfe discussed the requirement of EHS facilities to participate and the likelihood that EPA will fine for non-participation. He suggested the LEPC send letters to EHS facilities informing them of the requirement and the potential risks of not participating.

Discussed that the LEPC has \$6,000 in grant funding to hire a contractor to gather information for the Mid-Valley LEPC Plan.

FY 2014-15 HMEP Grant Application – March 5, 2014 Deadline – The workgroup will include Baily, Tedisch, Rau, and Headrick.

Next Meeting: March 12, 2014, LBCC Boardroom CC-103 at 10:00 a.m.

Regular Meeting Adjournment: 11:30 a.m.

Submitted by: Lorri Headrick