

*Kane County  
Local Emergency Planning Committee  
Meeting Minutes  
February 16, 2010*

**CALL TO ORDER**

The meeting was called to order in the Kane County OEM EOC.

**ATTENDANCE**

**Members present – from sign-in:**

Bob Balsamo – South Elgin EMA, Victoria Barry – DSM Desotech, Don Bryant – KCOEM Director, Paul Bumba – St. Charles Fire Dept Emergency Preparedness Coord., Randy Deicke – Batavia Fire Department, Irvanne Ester – Delnor Community Hospital, JoAnn Foley – Sherman Hospital, Bill James – FERMI Lab, Sean Madison – KCOEM Deputy Director, USCG Aux Flotilla 7 Jon Mensching – Carpentersville Fire and LEPC Chairman, Nancy Quick – OSHA North Aurora, David Sweigert – Producers Chemical, Jack Taxis – Rush-Copley Medical Center, Scott Vance – Provena Mercy Medical Center, Chris Weihe – LEPC Contractor, and Marty Wolding – Aurora Fire Department.

**WELCOME:** Everyone was welcomed and asked the group to stand and join in the Pledge of Allegiance.

**INTRODUCTION:** Jon asked the new people to introduce themselves.

**CORRESPONDENCE:** Jon asked Don Bryant about the grant. Don stated we had preliminary approval.

**APPROVAL OF MEETING MINUTES AND NOTES:**

Jon asked if everyone has received the e-mailed meeting minutes. As there were no additions, corrections or omissions, Marty moved to approve the previous meeting minutes. The motion was seconded by Dave Sweigert. Motion passed by voice vote.

**LEPC CHAIRMAN'S REPORT:** Jon stated he did not have anything specific to discuss. There was a presentation by the LEPC contractor, Chris Weihe. Last November he attended the Lake County LEPC Conference and highlighted a seminar by the NWS. Chris mentioned that he would e-mail the presentation to all the members.

**HAZARDOUS MATERIALS REPORT:**

Deborah was unavailable to attend the meeting but printed out the spill list since the last meeting.

Jon mentioned that there has been a fairly in-depth conversation /research project, on the issue of lead-acid batteries, and having to report those batteries because of the sulfuric acid in those batteries. The end result is that if it is not going into a vehicle that you would drive normally – those batteries would have to be reported. Questions being on larger companies – how do you break it down by facility, by address etc. Bill James stated that the information he received from Springfield was if it was going into a car as a passenger vehicle it is exempt, otherwise report it. Report it all. In the worst case scenario, if the regulators come to your site and see you have not reported it you will receive all sorts of fines. So in the facilities best interest, report it. Bill stated that at his facility, they used the basic formula of how many they had etc.

Jon stated that while he was trying to find contact information for the surrounding LEPC's and was checking on the State's reporting website, he happened to find a little disclaimer on the web-site regarding what the State is requesting. He mentioned that the State is requiring on-line submission of the Tier reports. They are looking for a detailed site plan for each reporting facility.

**For Reporting Year 2009, site plans (maps) will have to meet minimum requirements. In Tier 2 Manager, a site plan is a one-page diagram of where the Tier 2 chemicals are stored within the facility's site/location. A site plan (map) may be attached in Step 3 on the Facility Home Page. In addition to indicating where, within the site, the Tier 2 chemicals are stored, a facility site plan (map) must contain the following information: date, facility name, facility 9-1-1 address, facility Tier 2 Manager username, latitude/longitude, map direction (N/S/E/W), and location of the nearest water source. If a facility does not have a 9-1-1 address, the nearest crossroads must be noted on the map. If there are containers with roofs, indicate the roof type of each container. If there is one or more berms onsite, indicate how much (in gallons) of product, plus water, each berm will hold.**

**Site Plans/Maps are to be used by Planners, as well as Responders, and should be as detailed as possible.**

**(From the IEMA web-site)**

Bill James stated that the State is looking for a map as to where the chemical is stored, the building, the cross roads, closest water source etc. The maps on the web-site do not match what they are asking for. There was a brief discussion on the Tier 2 submission and the data.

Jon mentioned that there are still issues for the fire districts that cross the county line and some have reached out to the other counties for the information.

## **SUBCOMMITTEE REPORTS:**

### **Education:**

**No Report / No committee**

**Financial: No report.-**

### **Membership subcommittee:**

Membership subcommittee: Vince & Dave Chair: Open

Jon stated that he had a discussion with the head of MABAS Division 2 hazmat team, and he is interested in having a representative on the LEPC.

### **Planning:**

Planning Committee: Co-Chairs: Sean and Marty.

Marty stated that they had a meeting to discuss the items that need to be updated on the plan this year and they found, the rail road information needed to be updated regarding the number of shipments etc.

## **OLD BUSINESS: Nothing noted**

## **NEW BUSINESS:**

### **Communication/Table top Exercise Discussion:**

Scott Vance stated that the hospitals had a table top exercise in October of 2009. Some of the items that came out of the exercise dealt with communications. There were assumptions made regarding how things would happen and who would do things; but the communication and actual way things happen and are done are different. The radio frequencies the different agencies use are not the same across the board. Assumptions were made when the plan was written but not discussed/distributed with the various other agencies involved.

Discussion followed regarding the fire departments, the police departments and the responsibilities of each and the communication matrix that they use in emergencies.

Don Bryant mentioned that it is NOT a given that the responding unit will have the StarCom capabilities. Each fire and police department has been issued one StarCom radio. It may not be with the responding unit. Don commented that since something (the incident) that was large enough to require the Chempac distribution would also require a MABAS Box response; the communications could also be coordinated thru the division communications center. Jon gave an example of a large scale Haz-mat incident and everything that would fall under that. Jon gave brief explanation on the foundation and basis of MABAS and the Haz-mats teams.

Don mentioned the interoperable communication plan that is being developed for the county that will continue onto be part of a statewide plan. Guidelines are going to come out of this committee to help to address some of this with the communication between agencies and the coordination of this type of incident.

Additional discussion followed regarding the first responders to the scene, the fire departments, training etc.

Don Bryant stated that perhaps we need to address this Chempac issue with a select group of individuals regarding the operational part of this and how it is going to be delivered within the county using the state's plan as the foundation. It sounds like that is the next step we need to look at, at our level, to make sure the process works right. Discuss with the hospitals and the MABAS Divisions just how we are going to do this and have a local plan, and then increase the awareness of those that may need the Chempac. We need to have established guidelines for the procedures at our level.

The automatic dispatch of a Chempac can pose a problem on many levels. If the item is not requested and it just shows up- it has not gone thru the incident commander and he has no knowledge of it.

## **FOR THE GOOD OF THE ORDER:**

**2010 Winnebago Conference:** The 2010 registration forms are not available yet, but the conference dates are May 5, 6 & 7 2010. Please mark your calendar. Once Deb gets the registration paperwork, she will forward it on to everyone. Please let her know if you are interested in attending.

### **Verification of E-mail addresses.**

Don stated that Deb had asked everyone to verify their e-mail addresses. She has had several bounce back.

**NEXT MEETING DATE:**

The next meeting is **Tuesday May 18** at 1:00 PM at the Kane County EOC.

**MEETING ADJOURNMENT**

The meeting adjourned.

Respectfully Submitted,

Deborah Dortmund  
KCOEM Administrative Assistant  
LEPC Secretary

*Summary of Motions*

1. Acceptance of previous meeting minutes.