



WASHINGTON STATE EMERGENCY RESPONSE COMMISSION

DRAFT Meeting Minutes

November 4, 2015, 10:00 a.m. – 12:00 p.m.
Earthquake Room, Building 20, Camp Murray, WA

MEMBERS PRESENT

Chief Bill Whealan, SERC Chair
Chief Mike Harris, SERC Vice-Chair
John Butler, Department of Ecology, Primary
John Ridgway, Department of Ecology, Alternate
Richard Schroedel, Local Emergency Management Representative, Primary
Jeremy Beck, Eastside LEPC Representative, Alternate
John Wheeler, Westside LEPC Representative, Primary
Brian Felczak, Westside LEPC Representative, Alternate
Kurt Hardin, Military Department Representative, Primary

GUESTS PRESENT

Timothy Doyle, King County LEPC
Dan Banks, Military Department
James Harksen, DHS

SUPPORT STAFF PRESENT

Sadie Whitener, Department of Ecology
Scott Lancaster, Washington State Patrol
Michael Alston, Military Department
Susan Forsythe, Military Department
Deborah Henderson, Military Department
Dalton Gamboa, Military Department

CALL TO ORDER and INTRODUCTIONS

Chief Whealan called the meeting to order at 10:05 a.m. and reminded attendees to sign in. At the request of the SERC Chair, those in attendance introduced themselves.

Review & Approval of September 21 Meeting Minutes

Motion: Brian Felczak made a motion to approve the meeting minutes of September 21, 2015. Richard Schroedel seconded the motion. The motion passed unanimously and the meeting minutes were approved.

Standing Reports

- Hazmat Training – Scott Lancaster (WSP)
 - Ron Bowen has really retired, but is available for special projects.
 - A Save the Date for the upcoming Annual Hazmat Workshop will be sent out when the hotel is booked and the HAMMER facility is confirmed.
 - LEPC-Tribal Conference is scheduled for May 17-19 at Campbell's Resort, Chelan, WA. The schedule for the conference will be half day/full day/half day as in past years. More information will be sent out in the near future. Sadie Whitener noted

that she has invited Timothy Gablehouse as a keynote speaker for the LEPC-Tribal Conference.

- HazMat workshop
 - The 16th annual workshop is scheduled to take place at the HAMMER Training Facility from April 1-3, 2016. Courses booked for the workshop so far includes the 24-hour HazMat On-Scene Incident Command, 16-hour Safety Officer, a chemistry course taught by Dave Byers (Department of Ecology) and a rail course instructed by Justin Piper (BNSF).
- LEPC-Tribal Conference:
 - The Conference will take place May 17-19, 2016 at Lake Chelan. A save the date email will be sent out as soon as the hotel is booked.
- EPCRA Compliance – Sadie Whitener (Ecology)
 - Sadie reported that there has been over 300 installs of the new mobile application and she has been contacted by four other states, NASTTPO, and NOAA. An email notifying users of availability of an updated version will be sent out soon. The issue with the mapping feature for some iPhone users has been resolved.
 - Sadie indicated more than 4,500 facilities reported over 18,000 chemicals to the SERC to date and the new Tier Two Online application is working well for users. EPCRA Workshops are scheduled for 15 LEPCs. One more LEPC offered to host a workshop and it will likely be scheduled in January. The first workshop will take place at a joint LEPC meeting for King County, City of Kent, and City of Seattle LEPCs.
- Budget Report
 - No report due to lack of staff resources
- HMEP Grant Status
 - No report due to lack of staff resources
- LEPC Hazardous Materials Emergency Response Planning Status
 - Dan Banks reported he has been busy hiring staff to support planning positions funded by HB 1449 and introduced Susan Forsythe as the new Planner Supervisor effective October 1, 2015. This position will coordinate outreach and planning efforts for the southwest Washington LEPCs and will be coordinating the entire program. The other three planners will be located at the Yakima Readiness Center for Central Washington, the Spokane Readiness Center for Eastern Washington, and the third will be placed in Snohomish County for western Washington. EMD hopes to have all planners in place no later than January 1, 2016. EMD has received Seattle's plan for review and this will be one of Susan's first tasks.
- Action Items
 - It was agreed the action item tracking sheet can be removed, the upgrades to the EPCRA data management system were completed by the end of June and the other two items were incorporated into the Strategic Plan. Sadie Whitener agreed to assist Chief Whealan and Michael Alston with updates to the SERC membership list, attendance roster, and vacancies to be filled.

New Business

- Strategic Plan Review
 - Goal 1A- Chief Whealan apologized that there has been no progress made to date.

- Goal 1B, Objectives 1 & 3- Kurt Hardin reported workgroup formed this month to review requirements and outcomes.
- Goal 1B- Whealan apologized that there has been no progress made to this to date
- Goal 1C- Chief Whealan apologized that there has been no progress made to date
- Goal 2A- Mike Harris sent out a Hazmat Response to Washington Fire Chiefs via Survey Monkey and has received only two replies.
- Goal 2B & C- Bill Slosson was not in attendance to report
- Goal 3A- Kurt Hardin stated given competing priorities will not have time to address until January and EMD will partner closely with Ecology and Washington State Patrol.
- Goal 3B & D- Kurt Hardin reported that this will be addressed in early spring or sooner partnering closely with Ecology and Washington State Patrol.
- Goal 3C- Bill Slosson was not in attendance to report
- Goal 3D- Kurt Hardin stated work will begin on this later this month. Given significant changes being imposed by PHMSA with funding allocation and performance period, this is timely. A workgroup will be formed. Expect a full report at the next SERC meeting.
- Goal 4A- John Butler is working on clarifying existing membership per WAC 118-40 and voting privileges on the EMC.
- Goal 4B & C- John Wheeler regrets that no progress has been made to date and due to new duties to workload requested assistance. Both Richard Schroedel and Brian Felczak agreed to assist.
- It was noted that some kind of version control needs to be on the front of the Strategic Plan.

WAC 118-40 Update

- Dan Banks reported that nothing has been done since May; however, an e-mail went out today from Susan Forsythe to the workgroup inviting them to a January 14, 2016 meeting at 10am. The goal is to be done by July/August timeframe. The workgroup will be comprised of EMD, Ecology, and WSP, and at least one LEPC.
- John Butler asked the SERC to think about adding representatives from the Washington State Department of Agriculture and, possibly, the Office of the Superintendent of Public Instruction to the SERC membership.
- Possible changes to WAC 118-40 were first discussed during the LEPC-Tribal Conference last year. The first official meeting to incorporate WAC 118-40 changes will take place at Camp Murray on January 14, 2016 at 10:00am. John Ridgway, Scott Lancaster, Dan Banks, Sadie Whitener, and Susan Forsythe are scheduled to attend the first meeting.

NASTTPO Conference Report Out

- Sadie Whitener mentioned that the EPA is making EPCRA training available online for LEPCs, first responders, and emergency managers.
- Administration of the next Hazardous Materials Emergency Planning Grant Program will change to a three-year period of performance. A new funding formula is being finalized that may adversely impact Washington's award amount.
- Scott Lancaster reported meeting other state and federal partners who have training subject matter to share with Washington State.

Round Table Discussion

- Sadie Whitener shared new information on the EPA-sponsored Western Regions SERC meeting in San Diego, CA. EPA has funds to send one individual from each state. Charma has grant funds available for others who may want to attend. The SERC chair, vice-chair, and support staff from EMD, Ecology, and WSP were encouraged to participate.
- Brian Felczak mentioned trying to get the presenter from the Maine NASTTPO Conference, who discussed chemicals stored at schools.
- Brian Felczak reported the 2015 Kent LEPC Hazmat drill October 13-16 went well and he shared commemorative savings canisters that Rexam made to acknowledge the joint effort of the participating organizations.
- Timothy Doyle asked if any more has come out regarding a federal change in regards to reporting explosive's to LEPC's.
- John Ridgway noted that the Department of Labor & Industries (L&I) is proposing a legislative bill to update the way fees are collected for the Worker and Community Right-to-Know fund. Ecology is in agreement with this proposal. It's administrative in nature, not a substantive change if passed as proposed. The SERC may be interested in what is proposed; that would probably be best directed to the SERC from L&I's representative. Related to the fund's use by EMD, the SERC should be interested regarding expenditures for SERC-related activities. A budget update before or at the SERC's March 2nd meeting would be helpful, especially given there was no update at this meeting.
- James Harksen - Due to Executive Order 13650 - OSHA/EPA/DHS proposed information sharing using an IP Gateway for protective security advisor's regarding chemical information. If anyone is interested in access, they need to complete training to receive a Chemical-terrorism Vulnerability Information (CVI) certificate and Authorized User number.
- Sadie mentioned that at the September meeting, the SERC discussed a request for information on the state of preparedness of hazardous materials as it relates to rail transportation from U.S. GAO through NASTTPO President Tonya Ngotel. Sadie shared that EMD staff sent a survey out to LEPCs and received responses from five LEPCs representing six counties. These counties are on the route for current oil transportation by rail. She mentioned that this information will be incorporated into the national picture and not identifiable to any jurisdiction or organization.

Adjournment

The meeting was adjourned at 11:32 p.m.

After adjournment Sadie mentioned that Susan Forsythe, Tirzah Kincheloe, and Sadie represented the SERC with a booth at the 64th Annual Governor's Industrial, Safety, and Health Conference at the Tacoma Convention Center in October. There were nearly 2,000 attendees at the conference. Sadie also helped with one of the presentations on Chemical Safety and using the Tier Two reports to educate employees on the physical and health hazards of the chemicals they work with.