



## **Washington State Emergency Response Commission**

Meeting Minutes

Wednesday, March 1, 2017

10:00 a.m. – 12:00 p.m.

Building 92

Camp Murray, WA

### **MEMBERS PRESENT**

Chief William Whealan, Benton County Fire Protection District #4, SERC Chair  
Bill Slosson, Washington State Patrol, Primary  
Chuck LeBlanc, Washington State Patrol, Alternate  
John Butler, Department of Ecology, Primary  
Richard Schroedel, Local Emergency Management, Primary  
Ron Weaver, Department of Health, Interim Representative  
John Ufford, Washington Military Department-EMD, Primary

### **MEMBERS PRESENT VIA PHONE**

Darren James, Department of Labor and Industries, Alternate  
J.M. Havner, Local Emergency Planning Committee – Westside, Primary  
Sean Davis, Local Emergency Planning Committee – Eastside, Primary

### **GUESTS PRESENT**

Jason McMillan, Kitsap County LEPC  
Herb Jenell, Kitsap County LEPC  
Ernie Schnabler, Cowlitz County LEPC  
Guy Ratcliff, Homeland Response Force  
Laura Lowe, Homeland Response Force

### **GUESTS PRESENT VIA PHONE**

Joanne Boggs, Pend Oreille County LEPC  
Tammy Wright, Mason County LEPC  
Cindy Stanley, Clark County (CRESA) LEPC

### **SUPPORT STAFF PRESENT**

Sadie Whitener, Department of Ecology  
Timothy "TJ" Rajcevich, Washington Military Department-EMD  
Stephanie Hakala, Washington Military Department-EMD  
Kim Mask, Washington Military Department-EMD  
Scott Lancaster, Washington State Patrol-State Fire Marshal's Office

### **CALL TO ORDER and INTRODUCTIONS**

Chief Whealan called the meeting to order at 10:00 a.m. by welcoming the members and starting with introductions.

#### REVIEW AND APPROVAL OF NOVEMBER 2, 2016 MEETING MINUTES

Motion: John Butler made a motion to approve the November 2, 2016 meeting minutes as written. Bill Slosson seconded the motion. The motion passed unanimously to approve the meeting minutes as written.

#### WORKGROUPS AND STANDING REPORTS

Training Coordination (Hazmat Training) – Scott Lancaster / Stephanie Hakala

- Scott Lancaster reported that a large-scale drill was conducted at the Capital Mall in Olympia.
- 104 attendees have registered for the 2017 HazMat Workshop. These numbers have exceeded the amount of registrations from last year.
- Benton County will be hosting Weapons of Mass Destruction awareness courses and Radiological Deployment.
- Stephanie reminded those in attendance that if anyone is interested to host training courses, they can go through EMD's Training and Exercise Section. This will allow for mass notification to increase attendee size.

EPCRA Reporting Outreach and Compliance – Sadie Whitener

- Today is the due date for Tier Two reporting. Sadie reported that approximately 4300 or 88% of expected reports have already been submitted. The number of businesses needing to report typically increases by 100-200 each year. Delinquent Notifications will be sent out by April 1<sup>st</sup>. Sadie will send LEPCs their individual lists of delinquent reporters, will assist facilities get into compliance, and will send EPA a delinquent list so they can provide compliance assistance, conduct inspections, and pursue potential enforcement actions.

Budget Report – TJ Rajceovich

- Currently the Worker and Community Right-to-Know fund is being used to fund the SERC. TJ would like to review priorities and looking at other funds that can be used.
- EMD will support the LEPC conference and HAMMER by using HMEP funding. The group reservation for HAMMER is capped to 125 rooms.
- With the reduction of EMPG funding in FFY2017, there is anticipation that HMEP funding will decrease also. Future budget spending may need to be prioritized if this happens.
- Oil train funds is a separate fund and not being used for statewide hazmat preparedness activities.
- Ron Weaver: There are several Emergency Preparedness Guidance Bills that have overlapping roles between EMD and Ecology.

HMEP Grant Status/Workgroup – TJ Rajceovich

- The Preparedness Grants section is looking at the HMEP funding and how it applies to LEPCs. They are asking the questions: What is the status of LEPC? What does the LEPC do? Who reviews the plans?

LEPC Planning Status / WAC 118-40 Update – TJ Rajceovich for Susan Forsythe

- EMD's LEPC Planning Program Team has contacted approximately 88 percent of the LEPCs in the state. Currently, there is one plan in the review process. Four plans met all 9 sections in the criteria.
- The planning program team need to submit a report to the Legislature by March 2018.
- The team is addressing communication with stakeholders to avoid knowledge gaps.

- WAC 118-40 does not address criteria for approving plans.
- The WAC 118-40 workgroup needs to meet one more time for review. John Ufford wants the issues resolved as much as possible before submitting to the Code Reviser.

#### Strategic Plan Review – Chief Whealan

- A group will be meeting after the SERC meeting to discuss the Strategic Plan. They include John Butler, John Ufford, Sadie Whitener, and TJ Rajceovich.

#### OLD BUSINESS (DUE OUTS)

##### OSPI Representation on SERC Discussion – Chief Whealan

- OSPI has been contacted and that they were not interested in participating in the SERC. After a brief discussion, it was determined it would be better to encourage LEPCs to engage school districts in their activities. This will be removed prior to the next meeting.

##### SERC Members vacancies – Chief Whealan

- Department of Health has committed to having their Environmental Health Division represent on the SERC. Ron Weaver is assisting with identifying two possible personnel.

#### NEW BUSINESS

##### SERC Charter Update

- Chief Whealan requested a bylaws review. He would like to see the SERC by-laws compared next to the EMC Charter to ensure they are in sync.
- A Bylaws Review Subcommittee was created. Membership should include ECY and WSP at the minimum. The membership will be John Ufford, John Butler, and Bill Slosson.
- The SERC would like to define the roles of the State Fire Chief vs. the Local Fire Chief for participation on the EMC.

##### LEPC Guide Approval

- State LEPC program would like to see the LEPC Guide Book approved at the May meeting. The LEPC Guide is still being worked on and will be sent to SERC members for review prior to the next meeting.)

##### Ecology Equipment Grants Update

John Butler gave a status update on the Ecology Equipment Grants.

#### PRESENTATIONS

Homeland Response Force- Laura Lowe

#### ROUNDTABLE (Good of the Order)

John Butler (ECY) – Addressed the bills that Ecology is focusing on.

Sadie Whitener (ECY) – Reminded attendees about HazMat Workshop and LEPC-Tribal Conference

Ron Weaver (DOH) – Will be in Richland for the CGS exercise

Richard Schroedel (LEPC) – Looking forward to getting the LEPC Guide Book

Chuck Duffy (WSP) – Will be retiring the end of April. Chuck LeBlanc will serve as interim State Fire Marshal and Bill Slosson will serve as interim Deputy State Fire Marshal until a formal appointment is made.

Sean Davis – The LEPCs in Region 8 are interested in completing a Commodity Flow Study.

#### ADJOURN

Chief Whealan adjourned the meeting at 11:58 am.

#### SCHEDULED MEETINGS

## SERC Meeting Minutes

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- May 16, 2017 to coincide with LEPC Conference May 16-18, 2017 in Chelan.
- 3<sup>rd</sup> week in September during 2017 WSEMA Conference at the Clearwater Casino and Resort, Bainbridge Island, WA.
- November 1, 2017 to coincide with EMC Meeting