



Washington State Emergency Response Commission Meeting

Meeting Minutes

Wednesday, November 1, 2017

10:00 am – 12:00 pm

Building 91, Camp Murray, WA

MEMBERS PRESENT

Chief William (Bill) Whealan, Chair, EMC & Washington State Fire Chiefs Association (P)

Chief Mike Harris, Co-Chair, EMC & Washington State Fire Chiefs Association (A)

Melissa Gannie, Washington State Patrol (P)

Bill Slosson, Washington State Patrol (A)

John Butler, Department of Ecology (P)

John Ridgway, Department of Ecology (A)

John Ufford, Military Department (P)

Dan Banks, Military Department (A)

Kim Zabel, Department of Health (P)

Richard Schroedel, Local Emergency Managers (P)

Sandi Duffey, Local Emergency Planning Committee-Eastside (A)

Willie Barrington, Local Emergency Planning Committee-Westside (A)

GUESTS PRESENT

Kasia Pierzga, Department of Ecology

Cindy Stanley, CRESA

T.J. Rajcevich, Emergency Management Division

JoAnn Boggs, Pend Oreille County

Andy Wolf, Washington Association of School Administrators

Gregory B. McKnight, Department of Health

Shontieka Adeogun, Emergency Management Division

Sierra Wardell, Emergency Management Division

SUPPORT STAFF PRESENT

Susan Forsythe, Emergency Management Division

Kim Mask, Emergency Management Division

CALL TO ORDER and INTRODUCTIONS

Chief Whealan called the meeting to order at 10:04 am. At the request of the SERC chair, those in attendance introduced themselves. This was Richard Schroedel's last meeting. He officially retired on Friday, November 3, 2017. A Certificate of Appreciation was given to him.

REVIEW AND APPROVAL OF SEPTEMBER 18, 2017 MEETING MINUTES

Motion: John Butler made the motion to approve the September 18, 2017 minutes. John Ufford seconded the motion. The motion passed unanimously and the meeting minutes were approved as written.

WORKGROUPS AND STANDING REPORTS

Training Coordination (Hazmat Training) – Bill Slosson/Susan Forsythe

Bill Slosson will send out the numbers provided from Scott Lancaster. WSP is working on the training contract for Hazmat. Four hazmat courses have been planned with Texas A&M Engineering Extension Service (TEEX). Continue to work with the Local Emergency Planning Coordinators (LEPC) and private industry for more

EPCRA Compliance- John Ridgway

- Sadie Whitener has resigned from Ecology. Kasia Pierzga and John Ridgway will be primary contacts until a replacement can be hired. Their contact information will be sent out to all LEPCs and SERC members. John Ridgway noted to all not to expect the same level of service that was provided in the past. 92% of businesses are using the automated electronic reporting system
- The EPCRA viewer continues to run smoothly. For password information, contact will be John or Kasia.
- Tier 2 annual reports are due March 1, 2018. The Department of Ecology does not enforce compliance. EPA is responsible for enforcement but they don't receive the data, thus. Ecology works closely with EPA to share the data. With the SERC's approval, Ecology will invite EPA to attend a future SERC meeting. Requests for training or LEPC meetings, contact John Ridgway or Kasia Pierzga.
- A change was made to Section #304, regarding animal farm waste. A circuit court judge vacated a 2008 rule that exempted farmers to report hazardous substance air releases from animal waste. The judge extended the date by which farms must begin reporting these releases to November 15, 2017. To assist farms in meeting reporting requirements, EPA is currently developing guidance. This will affect approximately 20 farms in Washington. The required reporting will go directly to EPA, not Ecology.

Budget Report & HMEP Grant Status – T.J. Rajcevic

- State Fiscal Year 18 SERC operating budget = \$22,092
- SERC members will develop and submit funding priorities and recommendations to TJ Rajcevic no later than January 15. TJ will disseminate a spending work plan template to capture the following information: Work planned, why the work is being done, result of the work, and cost.

15 Hazardous Material Emergency Planning (HMEP) Grant Report

- 15HMEP officially ended September 30, 2017. EMD's Preparedness Grants Section is completing the mandatory close-out documentation. Final expenditures and award completion information will be available no later than January 1, 2018.

16 HMEP Year 3 Planning Timeline

- **November 1, 2017:** SERC Meeting - brief Year 3 planning timeline and proposed LEPC and Tribal application priorities (e.g. exercises, training, and multi-jurisdictional activities). *Proposed priorities will be emailed to the SERC for approval prior to the LEPC-Tribal application period.*
- **November/December 2017:** HMEP Work Group meets to discuss Year 3 funding allocations. Potential funding allocations should be driven by grant guidance, statewide needs and benefits, and past performance (LEPCs, Tribes, and WSP). *The work group scheduled a meeting for December 5, 2017, and will provide three funding courses of action to the SERC no later than January 15, 2018.*
- **December 1, 2017:** LEPC and Tribal application opens for **\$50,000** (SERC voted to allow LEPC-Tribal application technical assistance to occur throughout the open application period).
- **January 15, 2018:** LEPC and Tribal Application closes
- **January 15, 2018:** SERC presented with the 16HMEP Year 3 funding allocation (via email or webinar)
 - Ideally, the LEPC-Tribal Conference Subcommittee and Hazmat Workshop Subcommittee have identified cost savings from Year 2 thus reducing their need in Year 3.

- **January 19, 2018:** HMEP Project Review Panel selects the LEPC and Tribal projects to receive funding.
- **February 1, 2018:** Year 3 State application opens (assuming at least a 30-day application window)

Local Emergency Planning Committee (LEPC) Planning Status & WAC 118-40 Update – Susan Forsythe

- No plans submitted since the last meeting in September.
- Catherine Dutton resigned as the Northwest Washington LEPC Program Manager. The Department is actively recruiting for her replacement.
- WAC 118-40 will be updated by the next meeting (January 31, 2018).

OLD BUSINESS (DUE OUTS)

Strategic Plan Review – Chief Whealan

The Strategic Plan will be sent out to members for approval at the next meeting. The LEPC leadership meet on Tuesday, October 31, to review the SERC Strategic Plan. That made some adjustments to the plan to better fit the changing needs of the SERC and the Hazmat Community in the state. Additionally they changed many of the due dates for a date, to ongoing. This better reflects the nature of the task, as they will rarely have a completion date, but will reflect the ongoing work of the SERC. The Strategic Plan will also double as a work plan for the SERC.

Bylaws Update – Chief Whealan

The bylaws draft that John Ufford had developed this past summer has been sent to the membership and inputs have been incorporated. The issue with the SERC Chair and Vice Chair selection brought up in September was addressed in the updated draft. The By-laws sent out prior to the meeting were amended to change the date from September to November. This will be reviewed annually. John Butler motioned to approve with changes. Mike Harris seconded the motion. The motion was unanimously approved.

PRESENTATION

John Butler provided a presentation on the Department of Ecology’s Spills Prevention, Preparedness, and Response Program. It can be viewed [here](#).

ROUNDTABLE DISCUSSION

The SERC scheduled to have a round table discussion on responding to chlorine issues due testing done by the Chlorine Institute. At the time of this meeting, guidance in the Emergency Response Guidebook to first responders have not changed.

ADJOURN

This meeting was adjourned at 12:01 pm.

SCHEDULED MEETINGS

February 2, 2018	10:00am – 12:00pm	Camp Murray
Date and Time to be determined		In Conjunction with LEPC/Tribal Conference
September 17, 2018	3:00pm – 5:00pm	Northern Quest Resort, Spokane WA
October 31, 2018	10:00am – 12:00pm	Camp Murray



WASHINGTON STATE EMERGENCY RESPONSE COMMISSION

Sign-In Roster
November 1, 2017

SERC Meeting Members

Representation	Primary/ Alternate	Name	Signature
EMC & Washington Fire Chiefs Association	Primary (Chair)	Chief William (Bill) Whealan	
	Alternate (Vice Chair)	Chief Mike Harris	
Washington State Patrol	Primary	Melissa Gannie	
	Alternate	Bill Slosson	
Department of Ecology	Primary	John Butler	
	Alternate	John Ridgway	
Military Department	Primary	John Ufford	
	Alternate	Dan Banks	
Department of Labor and Industries	Primary	John Geppert	
	Alternate	Darren James	
Department of Transportation	Primary	John Himmel	
	Alternate	Vacant	
Department of Health	Primary	Kim Zabel	
	Alternate	Nathan Weed	
Local Emergency Manager	Primary	Richard Schroedel	
	Alternate	Vacant	
Local Emergency Planning Committee - Eastside	Primary	Sean Davis	
	Alternate	Sandi Duffey	
Local Emergency Planning Committee - Westside	Primary	J. M. Havner	
	Alternate	Willie Barnington Joe Root	
Private Industry	Primary	Vacant	
	Alternate	Vacant	
Transportation Industry	Primary	Mike Southards	
	Alternate	Vacant	
Department of Agriculture	Primary	Sonia Soelter	
	Alternate	Paige Beck	

