



## Washington State Emergency Response Commission Meeting

Meeting Minutes

Wednesday, October 31, 2018

10:00 AM – 12:00 pm

Building 91

Camp Murray, WA

### MEMBERS PRESENT

Chief William “Bill” Whealan, SERC Chair  
Melissa Gannie, Washington State Patrol, Primary  
Bill Slosson, Washington State Patrol, Alternate  
Rob Dengel, Department of Ecology, Primary  
Kasia Pierzga, Department of Ecology, Alternate  
Alysha Kaplan, Military Department, Primary  
John Himmel, Department of Transportation, Primary  
Gregory McKnight, Department of Health, Alternate  
Chandra Fox, Local Emergency Manager, Primary  
Sandi Duffey, Local Emergency Planning Committee-Eastside, Alternate  
Willie Barrington, Local Emergency Planning Committee-Westside, Alternate  
Joe Root, Local Emergency Planning Committee-Westside, Alternate

### GUESTS PRESENT

Jennifer Rosenberger, King County  
Ernie Schnabler, Cowlitz County  
Luis Torres, 10<sup>th</sup> Homeland Response Force (HRF)

### SUPPORT STAFF PRESENT

Susan Forsythe, State Emergency Management Division  
Scott Lancaster, State Fire Marshal’s Office  
Kim Mask, State Emergency Management Division  
Diane Fowler, Department of Ecology  
T.J. Rajcevich, State Emergency Management Division  
Stephanie Hakala, State Emergency Management Division  
Shontieka Adeogun, State Emergency Management Division  
Kent R. Catlin, State Emergency Management Division (by conference bridge)

### CALL TO ORDER and INTRODUCTIONS

Chief Whealan, Chair of the SERC, called the meeting to order at 10:01 AM with introductions.

### REVIEW AND APPROVAL OF SEPTEMBER 17, 2018 MEETING MINUTES

Chandra Fox motioned for the September 17, 2018 meeting minutes to be approved as written. Sandi Duffey seconded the motion. The motion stands to approve the minutes as written.

### WORKGROUPS AND STANDING REPORTS

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

- Scott advised that to date approximately 725 first responders have been trained with approximately 100 more to be trained by the end of the years.
- Stephanie would like to remind anyone who would like training from EMD or the National Domestic Preparedness Consortium to email her at [stephanie.hakala@mil.wa.gov](mailto:stephanie.hakala@mil.wa.gov).

#### **EPCRA Compliance and Outreach – Kasia Pierzga**

- The EPCRA viewer continues to run smoothly. For password information, contact Diane Fowler: [diane.fowler@ecy.wa.gov](mailto:diane.fowler@ecy.wa.gov) or 360-407-6171.

#### **SERC Budget Report – T.J. Rajcevich**

- The SERC operating budget is available for use through the end of state fiscal year 19 (June 30, 2019). The SERC voted and approved the following expenditures (adjustments can be made as needed):
  - SERC Chair travel
  - Western States SERC Conference
  - 2019 LEPC-Tribal Conference
  - SERC Member Workshops (Roles and Responsibilities / SERC-LEPC Goals)

#### **HMEP Grant Update – T.J. Rajcevich for Tirzah Kincheloe**

- 16HMEP cost savings from year 2 and year 3 (~\$50,000) will be reallocated to statewide training needs. The SERC will discuss training needs and assist in identifying the appropriate courses to fund during the remaining nine months of the grant performance period.

#### **16HMEP LEPC Projects**

- Cowlitz County
  - \$15,500
  - Bi-county project: Anhydrous Ammonia TTX / HazMat Operations Drill
  - Exercise Date 11/14/18
- Grays Harbor County
  - \$2,400
  - Multi-agency TTX and Functional Exercises
  - Test response and warning plans
- Pend Oreille County
  - \$4,224
  - Full-scale exercise Oleoresin Capsicum discharge, large fuel tank leak, contaminated river
- Puget Sound Regional Fire Authority
  - HazMat IQ Above the Line/Below the Line training (2 sessions), technicians and incident commanders, ~50 students from 3 jurisdictions in South King County
- Seattle Fire Department
  - \$8,000
  - Update Seattle Hazardous Materials Response Plan; additional appendices for Marine, Highway, and Pipeline
  - Selected consultant, scheduled several workgroup meetings with stakeholders to review proposed changes
- Snohomish County
  - \$4,388

- AristaTek Software - commodity analysis of HazMat and TTX
- Purchased and installed software; requested information of DOE, BNSF, Port of Everett; Conducting initial setup and Tier II data upload

## 19HMEP Report

### Proposed 19HMEP Funding Percentages (SERC voted and approved)

- Management and Administration 9% (currently funded at 5%)
- HazMat Workshop 6% (currently funded at 10%)
- LEPC Conference 6% (currently funded at 10%)
- WSP-FPB 70% (currently funded at 75%)
- LEPCs 9% (currently, there is no set-aside % for LEPCs)

### Projected 1-year / 3-year amounts (Total annual award \$314,999)

- M&A \$28,350 / \$85,050
- HazMat Workshop \$18,900 / \$56,700
- LEPC/Tribal Conference \$18,900 / \$56,700
- Passthrough WSP-FPB \$220,499 / \$661,497
- Passthrough LEPCs \$28,350 / \$85,050

Note: Cost savings from year one will be reallocated to LEPC passthrough projects. Cost savings after year two will be reallocated to statewide training initiatives.

### **LEPC Planning Status – Susan Forsythe**

Fifteen plans currently complete. Five plans are in the review/approval stage with the most recent plan submitted by Thurston County.

### **WAC 118-40-180 Update – (Follow up)**

The preference is to have the electronic version sent instead. This would allow acknowledgement/received receipt with an email follow up.

This item has been on the agenda for some time and we need to decide if there is a reason to try and change the WAC or leave it as it is.

With the pending Federal Court lawsuit and the public wanting access to plans, LEPCs would like to know who is getting the plan information.

Chandra will do an EPRCA training session at the next meeting.

### OLD BUSINESS

#### **CBRNE Study Update – Susan Forsythe**

Looking to hire a contractor. Will work with the Fire Chiefs Association to work with the contractor. Going to ask Department of Ecology to assist with information gathering.

#### **SERC SharePoint Site Update – Susan Forsythe**

External site has been created. Susan is reaching out to everyone on how to use it. Users will need to have a Microsoft email address to access site.

#### **Update on House Bill 6269 – Susan Forsythe**

The Guard is working with Department of Ecology to develop “Just in Time” Train-the-Trainer for the guard and First Responders. Ecology will review before sending out.

## PRESENTATION

### **Open Public Meeting Act Training - RCW 43.30**

(<https://youtu.be/9yTtVGTOW1A>)

Everyone in attendance at the meeting watched the required video. SERC Members who were not in attendance will need to watch the 15-minute training video on their own and submit documentation by sending an email to Kim Mask at [kim.mask@mil.wa.gov](mailto:kim.mask@mil.wa.gov).

## NEW BUSINESS

- LEPC Conference – The LEPC Conference is scheduled for April 30 – May 2, 2019. It will be held in Leavenworth, WA at the Icicle Village Resort. A “Save the Date” informational is included at the bottom of the minutes.
- NASTTPO Conference 2018 – Susan and Scott Lancaster attended the recent NASTTPO Conference in Houston, TX. One speaker was interested in speaking at the LEPC Conference and will be available for the dates of the conference.
- Public Information Requests – Following up from the last meeting, on the EPRCA request to Ecology in July for all the available data. Kasia contacted Chief Whealan to clarify the request and fulfil the notification to the SERC. By notifying the SERC, Ecology thought the SERC would notify the Fusion Center.
  - Ecology recently developed a new process to avoid confusion in future requests and shared this process with EMD’s Public Records Officer.

## GOOD OF THE ORDER

2019 Meeting Schedule – The committee agreed to the proposed dates for the 2019:

## NEXT MEETING

February 6, 2019	Camp Murray	10:00 AM – 12:00 PM
In conjunction with 2019 LEPC Conference, Leavenworth, WA		Apr 30 – May 2, 2019,
In conjunction with 2019 WSEMA Conference		TBD
November 6, 2019	Camp Murray	10:00 AM – 12:00 PM

## ADJOURN

Meeting was adjourned at 4:30 PM.

# SAVE THE DATE

## WASHINGTON STATE LEPC-TRIBAL CONFERENCE APRIL 30– MAY 2, 2019

**The 2019 LEPC Conference  
will be held in**

**Icicle Village Resort,**

**Leavenworth, WA**

Lodging will be provided for two  
representatives from each  
Washington State LEPC and Tribal  
Jurisdiction on the nights of April  
30 and May 1, 2019.



**To register for this year's conference, please click on the link below:**

**<https://www.surveymonkey.com/r/2019LEPC-TribalConference>**

Directions to book rooms at the Icicle Village Resort will be provided during the online registration process.

**Draft Agenda will be sent out soon**

