



## **Washington State Emergency Response Commission Meeting (SERC)**

Meeting Minutes

November 18, 2020

10:00 am – 12:00 pm

Virtual via Microsoft (MS) Teams due to COVID-19

### MEMBERS PRESENT

Chief Mike Harris, SERC Co-Chair  
Melissa Gannie, Washington State Patrol, Primary  
Bill Slosson, Washington State Patrol, Alternate  
Eli Levitt, Department of Ecology, Alternate  
Chris Utzinger, Military Department, Alternate  
Erin Coyle, Department of Agriculture, Primary  
John Himmel, State Department of Transportation  
Chandra Fox, Local Emergency Manager, Primary  
John Geppert, Department of Labor and Industries, Primary  
Darren James, Department of Labor and Industries, Alternate  
Sean Davis, Local Emergency Planning Committee (LEPC)-Eastside, Primary  
Sandi Duffey, Local Emergency Planning Committee (LEPC)-Eastside, Alternate  
J Havner, Local Emergency Planning Committee (LEPC)-Westside, Alternate  
Brandon Beetham, Washington Trucking Association

### GUESTS PRESENT

Joe Root, Puget Sound Fire  
Brian Schaeffer, Spokane Fire  
Ashley Strickland, Columbia County LEPC  
Cherie Nevin, Thurston County LEPC  
Dan Cromwell, King County LEPC  
Patrick Reid, City of Yakima Fire  
Tom Sharp, King County LEPC  
Cindy Stanley, Clark County LEPC  
Tammi Wright, Mason County LEPC  
Anne Chastain, Clallam County LEPC  
Hans Kahl, Skagit County LEPC  
Tina Meier, Garfield County LEPC  
Laura Hayes, Department of Ecology  
Cindy Stanley, Clark County LEPC  
Erin Williams, EPA  
Daniel Cromwell, King County LEPC  
Maurice Goodall, Okanogan County LEPC  
Tim Beinert, Cybersecurity and Infrastructure Security Agency (CISA)

### SUPPORT STAFF PRESENT

Susan Forsythe, State Emergency Management Division (EMD)  
Scott Lancaster, State Fire Marshal's Office  
Kim Mask, State EMD

Diane Fowler, Department of Ecology  
Annie Merritt, State EMD  
Pete Hartmann, State EMD  
Patrick Wicklund, State EMD  
Kent Catlin, State EMD

#### CALL TO ORDER and INTRODUCTIONS

Chief Mike Harris called the meeting to order at 10:00 am. The attendee list was recorded in MS Teams (link in footer).

#### UPDATE ON NEW CHAIR

The Washington Fire Chief's Association made the recommendation of Patrick Reid as chair for the SERC. A formal letter of recommendation was sent by EMD and should be received by State EMD sometime in December. The SERC will vote at the February 3rd meeting to appoint the new SERC Chair. Dependent on the vote, Chief Harris will inform the EMC at their next meeting on February 4, 2021. Until then, Chief Harris will continue in the role of Chair.

#### REVIEW AND APPROVAL OF SEPTEMBER 16, 2020 MEETING MINUTES

**Sean Davis motioned to approve the September 16, 2020 meeting minutes as presented, seconded by Chris Utzinger. The minutes were approved as written.**

#### WORKGROUPS AND STANDING REPORTS

##### **Training Coordination (HazMat Training) – Scott Lancaster**

- Hazmat training
  - Over 150 responders trained since the last SERC meeting
  - Including:
    - Hazmat On-Scene Incident Command (2 courses)
    - Awareness (3 courses)
    - Operations (3 courses)
    - Technician at the Joint Training Facility in Seattle
    - Advanced Hazmat IQ (2 courses) at Camp Murray
- All classes are held according to agency's COVID-19 protocols as well as Local and State health requirements.
- EMPG and HMEP grants are finalized and we are working to plan accordingly with the grant funding
- Hazmat Conference planning meeting to be held to determine the proper course of action for the Annual Conference
  - In-Person
  - Virtual
  - Hybrid In-Person/Virtual

Thanks to Susan Forsythe for assisting with coordination of meeting space for the Advanced Hazmat IQ courses at Camp Murray. Attendance is projected to be lower due to COVID-19.

Melissa Gannie provided an update on Fire Mobilizations: This year there have been a total of 24 mobilizations, with 22 wildland related and 1 related to demonstrations, with a total of \$13.7 M spent on mobilizations. She recognized all agencies (local, state, and federal) for the great coordinated effort.

### **EPCRA Compliance and Outreach – Diane Fowler**

A continuation of the previous meeting's report. Pointed out the changes on the Tier 2 reports and testing is ongoing. Updated reporting form will be available January 1, 2021. Mobile app will be updated sometime after the March 1, 2021 Tier Two reporting deadline.

### **SERC Budget Report – Kim Mask**

No change in the budget. No spending has occurred since the last meeting. As a clarification, this budget item is used for sending SERC members to conferences and meetings. Will be looking to use some of the funds to pay travel expenses for members to meet for Strategic Planning. The funds are available until June 30, 2021.

### **HMEP Grant Update – Tirzah Kincheloe**

No report. Tirzah did not have an update.

### **LEPC Planning Update – Susan Forsythe**

Liz (Walla Walla LEPC) has sent an update to their LEPC plan. Susan reminded LEPCs that the SERC needs to review final plans. If any LEPC needs help updating their LEPC plan, EMD's HazMat team is available to assist.

A survey was created by the HazMat team to better assist the LEPCs and will be sent out soon. The survey is like one that was sent out by EPA from NASTTPO (National Association of SARA Title III Program Officials) a few years ago.

EPCRA will be sending out a survey to all SERCs in the nation regarding planning. It will inquire about the American Water Infrastructure Act (AWIA) and Executive Order (EO) 13650 planning. Washington SERC developed a plan last year regarding the AWIA. EO 13650 references explosives licensee storage. The State EMD receives reports from the Alcohol, Tobacco, and Firearms Bureau (ATF) and forwards them on to LEPCs.

### **LEPC/Tribal Conference**

A "Save-the-Date" was sent out for the conference. This will be held April 6-8, 2021. Due to COVID-19, this will likely be a virtual conference.

### **OLD BUSINESS**

#### **Strategic Planning and Charter Update – Chandra Fox**

Chief Whealan and Chandra drafted some language and sent to EMD regarding SERC's autonomy in relation to EMC. Troy was not present at the meeting to provide an update but committed to following up on the request after the meeting. Sharon Wallace talked with Chandra. Sharon agreed to incorporate language into the revised EMC charter in 2021 that clarifies the role of the SERC.

#### **City of Yakima LEPC – Susan Forsythe**

City of Yakima provided an updated CEMP plan to EMD on August 19, 2019. This met the validation from last meeting by verifying the plan was submitted. According to the motion at the last meeting, the City of Yakima will be recognized as an LEPC. Susan will make sure the City of Yakima's information is included on the Department of Ecology's website that lists LEPCs.

### **Emergency Response Guides (ERG) – Patrick Wicklund**

All ERG requests sent to Patrick have been delivered to the applicable LEPCs. Currently, there are no pending orders. Anyone who would like to request ERGs should reach out to Patrick at [Patrick.wicklund@mil.wa.gov](mailto:Patrick.wicklund@mil.wa.gov).

### NEW BUSINESS

#### **2021 Meeting Dates**

The SERC approved the following dates for the 2021 meeting schedule:

February 3, 2021 (virtually)

April 6, 2021 (most likely virtually)

Tentatively September 22, 2021, during the WSEMA Conference (possible virtually)

November 3, 2021 (hopefully, in person)

#### **Annual Open Public Meeting Act Training**

During the meeting, the Open Public Meeting Act training was provided to SERC members and alternates, as required by RCW 42.30.205. For SERC members and alternates who have not completed this training, please use the following link to review the training and send confirmation to Kim Mask at [kim.mask@mil.wa.gov](mailto:kim.mask@mil.wa.gov).

[Attorney General's Office Open Public Meetings Act Training - YouTube](#)

### CLOSING REMARKS

No closing remarks.

### NEXT MEETING

The next meeting is scheduled for February 3, 2021. This meeting will be held virtually.

### ADJOURN

Chris Utzinger motioned to adjourn; Chandra Fox seconded. The meeting was adjourned at 10:46 AM.