



WASHINGTON STATE EMERGENCY RESPONSE COMMISSION

Meeting Minutes

May 17, 2016, 10:00 a.m. – 12:00 p.m.
Campbell's Resort East/West Room Chelan, WA

MEMBERS PRESENT

Chief Bill Whealan, SERC Chair
Chief Mike Harris, SERC Vice Chair
John Butler, Department of Ecology, Primary
John Geppert, Department of Labor & Industries, Primary
Darren James, Department of Labor & Industries, Alternate
John Himmel, Department of Transportation, Primary
Richard Schroedel, Local Emergency Management Representative, Primary
Sean Davis, Eastside LEPC Representative, Primary
Brian Felczak, Westside LEPC Representative, Primary
J.M Havner, Westside LEPC Representative, Alternate
John Ufford, Military Department Representative, Alternate
Chuck LeBlanc, Washington State Patrol, Primary

GUESTS PRESENT

Butch Aiken, Asotin County
Dan Banks, Military Department
JoAnn Boggs, Pend Oreille County
Deanna Davis, Benton County
Mike Dingle, Douglas County
Sandi Duffey, Grant County
Catherine Dutton, Military Department
Charles Erwin, City of Yakima Fire Department
Ryan Ferrell, Military Department
Timothy Gablehouse, CO LEPC
Stephanie Hakala, Military Department
Pete Hartmann, Military Department
Kent Catlin, Yakima County
Kathleen LeGreid, Environmental Protection Agency
Scott Miller, Yakima County
TJ Rajcevich, Military Department
Matt Robbins, Military Department
Amy Rooker, Ferry County
David Sage, Department of Ecology
Cindy Stanley, Clark County

Lee Shipman, Shoalwater Bay Tribe
Chief Bob Stewart, City of Yakima Fire Department
Chuck Wallace, Grays Harbor County
Jay Weise, Adams County
Tammi Wright, Mason County

SUPPORT STAFF PRESENT

Charma Anderson, Military Department
Dan Banks, Military Department
Susan Forsythe, Military Department
Stephanie Hakala, Military Department
Deborah Henderson, Military Department
Scott Lancaster, Washington State Patrol
Sadie Whitener, Department of Ecology

CALL TO ORDER and INTRODUCTIONS

Chief Whealan called the meeting to order at 10:03 a.m. and reminded attendees to sign in. At the request of the SERC Chair, those in attendance introduced themselves.

Review & Approval of March 2nd Meeting Minutes

Motion: John Butler made a motion to approve the meeting minutes of March 2, 2016. Richard Schroedel seconded the motion. The motion passed unanimously and the meeting minutes were approved.

New Business

- National Issues – Tim Gablehouse (NASTTPO & Colorado SERC) o 13650 Presidential Executive Order
 - o There will be major changes to the EPA Risk Management Program and the final details will come out mid-July
 - o EPA Multi-Regional Conference will be held at Region 8 Headquarters in Denver, Colorado January 31 to February 2, 2017.
 - o National Association of State Title III Program Officials (NASTPO) Conference will be held in Omaha, NE the week of May 23, 2016.
 - o 30th anniversary of EPCRA is a great time to take the opportunity to reinvigorate LEPCs.
 - o Recommended a handbook to read Awareness and Preparedness for Emergencies at Local Level (APELL)
[http://apell.eecentre.org/Modules/GroupDetails/UploadFile/APELLHandbook\(2nd_ed.\)Compressed.pdf](http://apell.eecentre.org/Modules/GroupDetails/UploadFile/APELLHandbook(2nd_ed.)Compressed.pdf)
- EPCRA Mobile App- David Sage (Ecology) o Demonstrated the mobile app he and Sadie Whitener developed for the SERC in response to the SERC's request to make this information easier for local response personnel to access quickly. It is available to first responders through Google Play store for Android users and the Apple store for iPhone users to view the chemicals and their respective locations businesses have reported on their Tier Two – Emergency & Hazardous Chemical Inventory reports submitted to the SERC annually. The data is secured via an Access Key code. It is the first mobile app developed at Ecology. Any first responders interested in the app need to contact Sadie Whitener, the App Administrator, for the Access Key. Brian Felczak suggested that the app

include the facility site plans many facilities file with their Tier Two report. Many of the site plans denote locations of entrances, firewalls as well as where chemicals are stored.

- This is the first EPCRA mobile app developed in the nation and has been nominated for a national award.
- City of Yakima LEPC Petition - Chief Whealan ○ The SERC received a letter dated April 21st, 2016 from the City of Yakima Fire Department requesting to be designated as a Local Emergency Planning Committee (LEPC). ○ Scott Miller, Yakima Valley Office of Emergency Management, spoke in support of Chief Stewart's request. After discussion amongst the SERC members, it was determined a letter of approval be provided to Chief Stewart, City of Yakima Fire Department, with appropriate state and federal regulations attached for convenient reference.

Old Business

- State Agency Membership ○ John Butler requested a contact for Washington State Department of Agriculture (WSDA) to possibly see if there is interest in participating on the SERC.
- SERC Vacancies- Chief Whealan ○ Brian Felczak agreed to accept the primary position for the Local Emergency Planning Committee Westside Representative.
 - J Havner was asked and agreed to serve as the alternate for the Local Emergency Planning Committee Westside Representative.
 - Sandi Duffey was asked and accepted the alternate position for the Local Emergency Planning Committee Eastside Representative, which was recently vacated by Jeremy Beck.
 - Charma Anderson will be coordinating with Washington State Emergency Management Association (WSEMA) to fill the alternate Local Emergency Management position.
 - Dan Banks agreed to coordinate with the Department of Health (DOH) to fill the alternate position.

Standing Reports

- HazMat Training - Scott Lancaster (WSP) and Stephanie Hakala (MIL) ○ The HazMat Workshop was received well with 87 in attendance. ○ Goal is to increase the attendance numbers next year.
 - Save the Date magnets were handed out for next year. The Workshop Committee is planning for March 31st – April 2, 2017 at the HAMMER facility.
 - Numerous requests were made on the evaluations to have a class on Anhydrous Ammonia next year.
- The Washington State Fire Chiefs Conference is next week in Spokane. Sadie will have a SERC booth there.
- EPCRA Compliance-Sadie Whitener (Ecology) ○ Sadie shared current EPCRA Compliance data. (see attachment) ○ Sadie acknowledged the assistance of LEPC folks in helping to get hundreds of delinquent reports in by the end of March.
 - 400 new facilities began reporting this year.
- Budget Report/HMEP Grant Update-Charma Anderson (EMD) ○ The Worker and Community Right-to-Know Fund is 54% expended. (see attachment)
 - The Hazardous Materials Emergency Planning (HMEP) Grant Program funding history since 2011 was handed out. (see attachment) ○
 - 2014 HMEP agreements were extended to September 30, 2016 due to the Wildland Fires.
 - 2015 HMEP agreements were extended to September 30, 2017 due to Wildland Fires.

- 2016 HMEP Grant program is now a 3-year program. It will be important to plan further ahead and have shovel ready projects.
- (see attachment)
- Volunteers for a 2016 HMEP Grant Workgroup was requested. Brian Felczak, Scott Lancaster, Lee Shipman, and Sadie Whitener will be part of this group.
- LEPC Planning Status/WAC 118-40 Update-Susan Forsythe (EMD) ○ There will be another meeting in late June or early July.
- Strategic Plan Update-Chief Whealan ○ The SERC agreed to meet on July 6th from 9am to 3pm to meet specifically to work on the Strategic Plan. However, the meeting date may change and a doodle poll will be sent to schedule a future date and time.

Round Table Discussion

- John Butler shared information on HB 1449 Enhanced Contingency Plan Requirements, which deals with crude by rail movements through communities.
- John Ufford updated the SERC that a transition for SERC support will be done by Dan Banks' staff rather than Charma Anderson and her staff by September 2016. He also shared recent division staff changes:
 - Alysha Kaplan will replace Kurt Hardin as the Mitigation, Response & Recovery Unit Manager, Kurt Hardin is now Deputy Director.
 - Justin Fordice is the new Exercise and Training Supervisor.

Adjournment

The meeting was adjourned at 11:42