



Randolph County

LOCAL EMERGENCY PLANNING COMMITTEE

Randolph County Office Building – 1/14/2014 1:30PM

MINUTES

Called to Order: 1:30 p.m. by Jared Byrd, Chair

Members Present:

Scott Boyle, Jared Byrd, Evan Grady, Brett Houser, Donovan Davis, Annette Jordan, Bryan Davis, Susan Smith, Reid Rich, Fred Rutledge

Visitors Present:

Cathryn Davis (Randolph County), Ricky Tuttle (NCEM), Debbie Hatfield (NCEM), Eddie Cockman (Asheboro Fire Department), Robbie Shatterly (American Red Cross).

Ratification of April 9, 2013 Meeting Minutes:

The January 2014 meeting was the first meeting with a quorum present since April 2013. The minutes for the April meeting had previously been approved by an email polling of members with the following voting for approval: Jared Byrd, Donovan Davis, Thomas Brown, Danny Mull, Evan Grady, Wayne Jones, Annette Jordan, Susan Smith, Fred Rutledge, and Stan Haywood.

Per the LEPC By-Laws, a ratification of the vote must take place at the next business meeting.

Motion: Evan Grady made a motion to ratify the April 9, 2013 meeting minutes with a second by Annette Jordan. Motion carried unanimously.

Welcome to New Voting Membership

Chairman Byrd advised the Committee that two new voting members had been added to the LEPC.

Brett Houser (Georgia Pacific) took the vacant industry representative position that was formally held by Lil Jervey.

Sherry Farster (Randolph Hospital) replaced Thomas Brown as the hospital representative.

Brett Houser was introduced to the Committee, and each member in attendance stated their name and affiliation for Mr. Houser and other visitors present.

Evan Grady made mention that Brett Houser had been recruited because he attended the HMEP Seminar that the LEPC had hosted back in August 2013.

Election of Officers

Chairman Byrd stated it was again time to vote on officers for the LEPC.

Chairman

Motion: Annette Jordan made a motion for Jared Byrd to remain Chairman with a second by Reid Rich. Motion carried unanimously.

Vice-Chairman

Motion: Susan Smith made a motion for Evan Grady to remain Vice-Chairman with a second by Bryan Davis. Motion carried unanimously.

Secretary

Motion: Annette Jordan made a motion for Donovan Davis to remain Secretary with a second by Brett Houser. Motion carried unanimously.

New Business:

1) E-Plan Update

Jared Byrd reminded the Committee that the federal government chose not to fund E-Plan in their last budget session, and in order to maintain the system for industry and first responders, North Carolina paid \$109,000 for the state to remain on the system for 1 year (ending October 2014) until a more permanent solution could be determined. The state then formed an EPCRA Advisory Committee to research the all around best option. The agenda packet included the summary from the Advisory Committee released by North Carolina Emergency Management recommended a product called "Tier II Manager" as their first choice, followed by E-Plan.

Chairman Byrd stated that there were still a lot of questions about the product that he had sent to NCEM, as he wasn't familiar with the Tier II Manager product. He was currently awaiting answers.

2) HMEP Grant Application Consideration

Chairman Byrd mentioned that one year ago the Committee decided to apply for HMEP (Hazardous Materials Emergency Preparedness) grant funding and was awarded \$9,200 to host the HMEP Seminar at which 30+ people attended from 19 different agencies.

The grant period was now open for 2014, and the Committee could again apply for funding up to \$10,000 to conduct training or exercise. After some discussion about what the grant could and could not be used for, Scott Boyle (pending supervisor approval),

Donovan Davis, and Eddie Cockman agreed that they would be interested in participating in an exercise focused on hazardous material.

Motion: Evan Grady made a motion to apply for the grant with the intent of hosting an exercise with a second by Bryan Davis. Jared Byrd discussed that he would be willing to write the grant and be able to turn it in by the due date of January 17th. Motion carried unanimously.

3) Voting Membership vs. Membership

Chairman Byrd explained to the Committee that when the By-Laws were originally written, the only type of membership recognized were the 13 positions required by EPCRA. Byrd thought it would be beneficial to recognize those who attend LEPC meetings by adding a general membership, which would require an application, and the person would be considered active as long as they attend at least one meeting within a year.

In order to make this work, a change to the current By-Laws would be required, along with an application developed. Byrd proposed the following addition to the By-Laws:

Article IV

General Membership

Section I. Purpose

The purpose of general membership is to allow regular attendees of LEPC meetings and activities to be recognized as an active member of the Committee. General membership may assist the LEPC to accomplish goals and activities decided upon by the voting membership, including but not limited to, serving on sub-committees.

Section II. Application

Anyone who wishes to join the LEPC as a general member must fill out a Membership Application which can be found on the LEPC website, or may request one from the Chairman. All General Membership Applications will be approved by the Voting Membership.

Section III. Term

In order to be considered active, a general member must attend at least one LEPC meeting per calendar year. The member will be considered active for 1 year following the last attended meeting. (Example: Member attends the July 2014 meeting and will remain active through July 2015. If the member then attends the October 2014 meeting, active membership will be extended until October 2015.)

Chairman Byrd also proposed an application that was handed out to the Committee.

**** Per Randolph County LEPC By-Laws, any change to the By-Laws must be proposed and circulated to all members at least 30 days prior to any action. ****

4) SNS Overview

Evan Grady, Public Health Preparedness Coordinator, gave a brief presentation on the Strategic National Stockpile (SNS) program, and how the program works on a national, state and local level.

5) E-Plan/CAMEO Demonstration

Jared Byrd gave the Committee a short presentation on how first responders have access, both through the online program of E-Plan and the standalone program CAMEO, to Tier II reports that have been submitted in Randolph County, and how responders can use that information when evaluating the impact of a chemical spill or release.

If first responders need access to either of these programs, they can contact Jared Byrd for information.

6) BEST Conference

Chairman Byrd informed the Committee that the Wake County LEPC was hosting its annual BEST Conference on February 6, 2014. The conference is a good opportunity to learn about many topics in emergency planning, spill reporting, and best practices. The conference is free of charge, lunch is provided, and if anyone would like to register, they can visit <http://lnweb01.co.wake.nc.us/lepc>

7) Emergency Management Incidents

Chairman Byrd briefed the Committee on Emergency Management incidents since the last meeting.

- i) 12/11/2013 – ECO QuickGel Spill (Worthville Rd, Randleman)
- ii) 1/11/2014 – Straight Line Wind Event

It was mentioned in discussion that a topic for a future meeting could be to re-present the commodity flow study that discusses what types of chemicals travel through Randolph County.

Hearing no further business,

Motion: Susan Smith made a motion to adjourn with a second by Bryan Davis. Meeting adjourned at 2:42PM.

Next meeting is scheduled for Tuesday, April 8th at 1:30PM.

Donovan Davis, Secretary

Jared Byrd, LEPC Chairman