



**INDIANA EMERGENCY RESPONSE COMMISSION (IERC)
COMMUNICATIONS COMMITTEE
Indiana Government Center South
302 W. Washington Street
Indianapolis, IN. 46202
September 10, 2018, 9:30 am**

COMMITTEE MEMBERS PRESENT:

Jeff Larmore—Local Government Representative, Chair
Ian Ewusi—IDHS
Kassandra Buster—IDHS
Becky Waymire—Morgan County LEPC
James Pridgen—Business/Industry Representative
Stephanie McKinney—Gibson County LEPC
Matt Bilkey—Designee for Superintendent of ISP

COMMITTEE MEMBERS ON THE PHONE:

None

COMMITTEE MEMBERS ABSENT:

Shawn French—Business/Industry Representative

The following Commissioners, IDHS staff, and audience members were present:

Kraig Kinney—IDHS Attorney
Madison Roe—IDHS
Cara Cyrus—Business and Industry Representative
Larry Hamby—Designee for IDHS Executive Director
Laura Steadham—Designee for IDEM Commissioner

WELCOME AND INTRODUCTION

Mr. Larmore welcomed everyone to the Communications Committee meeting and requested the determination of a quorum.

QUORUM

Ms. Buster indicated a quorum was present.

CONSIDERATION OF MINUTES

A motion to accept July 9, 2018, meeting minutes was made by Ms. Buster and seconded by Mr. Ewusi. No further discussion occurred.

OLD BUSINESS

2018 EMAI Conference

Ms. McKinney reported that EMAI/IERC Conference speakers were finalized with no expected changes, however Chief Woodal will present with Mr. Capobianco on Wednesday, October 17th, 2018, due to training obligations. Ms. McKinney stated Mr. Capobianco would work with Chief Woodal to coordinate another date, which would allow them to present together. Ms. McKinney noted the website had not been updated, but would be on Monday, September 10th, 2018 to reflect the current agenda.

Mr. Larmore noted Ms. Buster and Mr. White would present at the IERC on Tuesday, October 16, 2018, from 1:00 p.m. to 4:00 p.m. He reported Ms. Buster and Mr. White would present an LEPC module overview and CAMEO workshop respectfully. Mr. Larmore confirmed with Ms. Buster about her presentation on the Tier II Module at the conference. Ms. McKinney indicated there were three topics not reflected on the website which Ms. Buster pointed out were the overview of the Tier II Module; the CAMEO workshop; and HSEEP presentation. Ms. McKinney said she would update the website to reflect all three topics. Mr. Larmore confirmed that Ms. McKinney would update the website to reflect on Wednesday, October 17th, 2018, from 1:30 p.m. to 2:45 p.m., Mr. Capobianco and Chief Woodal were scheduled, from 3:00 p.m. to 4:00 p.m. the LEPC 101, and awards would occur. Ms. Buster confirmed the dates and times were correct.

Mr. Larmore asked Mr. Ewusi if Mr. Greeson (IERC Chair) planned to attend the conference, and Mr. Ewusi confirmed Mr. Greeson was scheduled to attend. Ms. Waymire stated Mr. Greeson had attended past conferences. Mr. Larmore's noted his reason for inquiring about Mr. Greeson's attendance was regarding photographs with award recipients, which occurred in past EMAI conferences. Mr. Ewusi stated Mr. Greeson is diligent about letting him know his schedule to attend the conference in the past.

Ms. McKinney advised Mr. Greeson, Mr. Langley, Mr. Robb (EMAI President), and Mr. Brown would present a letter to Mr. Larmore regarding the printed program for the conference. Mr. Larmore stated he would address the commissioners at the IERC meeting to establish attendance to the conference in order to determine the number of ID's required. Ms. Buster stated she would also speak to those commissioners to determine lodging needs.

Ms. Roe ask if Mr. Larson, a former IERC Commissioner, was receiving a plaque, if so, would his attendance be paid for by the IERC. Mr. Ewusi ask the committee to consider how they planned to present the plaque to Mr. Larson and ask permission to send it by mail if he was unable to attend. Mr. Larmore agreed to mail the plaque but inquired about Mr. Larson's participation in the Lake County LEPC, and suggested the plaque be presented at an LEPC meeting. Mr. Ewusi stated Mr. Larson resigned from the LEPC, therefore eliminating the option. Mr. Ewusi reiterated the decision for the plaque to be mailed, in which Mr. Larmore agreed. Upon clarification, Mr. Larmore asked if Mr. Larson decided to attend the conference, would lodging be provided for him, and how would he be informed. Ms. Roe was instructed to inform Mr. Larson he was invited on the day of the award presentation and to arrive at a specific time as lodging would not be offered.

Ms. McKinney discussed lodging cost for attendees and stated the room rates increased again this year. She wanted to make everyone aware the purchase orders reflected a certain room rate,

however, the hotel did not charge the agreed rate upon check-in. Ms. McKinney explained the original quoted rate was \$119.00 when the room block was established but increased to \$125.00 and was told \$125.00 was the government discount. Mr. Larmore ask if the rate change occurred after the registration materials were sent out. Ms. McKinney stated the rates changed last month to her understanding and advised rates last year were \$109.00. However when attendees checked in they were charged \$119.00. Ms. McKinney specified she didn't think rate changes should occur after reservations were made at a specific rate or changed at the time of check in. Mr. Larmore agreed and determined the new increased fee was important to know when calculating Commission member's lodging cost. Ms. McKinney requested information regarding anyone planning to attend the conferences to allow her time to create badges and cover cost under the grant. Mr. Larmore indicated he planned to speak with the Commissioners to determine attendance for Ms. McKinney.

Mr. Larmore discussed setting up a table to display IERC information in the room with the vendors. He stated last year a table was set up in the speaker area but thought it might be beneficial to set one up by the vendors this year to promote information about the IERC. Ms. McKinney recalled setting up a table before for IERC at a location as soon as one entered the vendor room. Mr. Larmore stated he would have no objections for setting up a table, and encouraged having a few staff personnel around the table to answer questions. Mr. Larmore ask if IERC had any materials to display or anything to designate it as an IERC informational table. Ms. Roe stated she knew of a Velcro board she could create with IERC conference information.

Ms. McKinney suggested updating the logo for IERC to alleviate any misunderstandings about what the table was intended to represent. Ms. McKinney also suggested copying all conference presentations on USB drives as done the year before. Mr. Larmore mentioned creating a PowerPoint for some LEPC submissions scrolling with information during the breaks. Ms. McKinney also suggested scrolling award information during breaks. Mr. Larmore asked who the technology personnel was for the conference to which Ms. McKinney stated was Jessie Campbell from Indiana University – Purdue University of Indianapolis (IUPUI).

Ms. Buster inquired about the scrolling information and ask if it would be shown after the awards presentation due to concern over the winners being shown before the official award ceremony. Ms. McKinney clarified it would only show the submission of candidates for awards not the winners. Mr. Larmore agreed it should not show the winners. Ms. McKinney and Mr. Larmore suggested a scrolling page of any information rather than a blank screen during break times. Ms. Buster suggested scrolling photos of exercises and meeting. Mr. Larmore agreed with the exercises being added but discouraged slides regarding meetings. He stated a short video of an exercise was presented a few years ago and would be great to fill in time during breaks. Ms. McKinney stated it would not only fill time but be entertaining during break times. Ms. McKinney stated there were never enough pictures and currently they do not have access to a lot of materials due the Information Technology person taking them last year. Mr. Larmore ask Ms. McKinney to reach out to Mr. Campbell as soon as possible to determine his preferred method of presentation and decide what would be most appropriate.

IERC Awards (Award Submissions and Funding Approval)

Mr. Larmore moved to the topic of awards. Ms. Becky Waymire opened the discussion and asked what day lunches were included in the conference. Ms. McKinney advised lunch would be served

on Wednesday and Thursday, and Breakfast would be served on Wednesday, Thursday, & Friday. Ms. Waymire inquired about the type of breakfast and Ms. McKinney stated it was a full breakfast.

Ms. Buster indicated she would present the submission for awards in alphabetical order. Mr. Larmore asked how they would perform the voting. Ms. Buster instructed Mr. Larmore to wait until the end of list, however they could respond with a Yay or Nay, and she would mark the nominations off the list. Ms. Buster stated there were thirty-six nominations for awards. Mr. Larmore agreed to wait until the end so they would not miss anyone. Mr. Larmore praised Ms. Buster for her hard work in determining awards for the counties.

Ms. Buster began reviewing the list of nominations with the Chairman's awards. Mr. Larmore acknowledged the category. Mr. Ewusi ask if there would be a time constraint. Ms. Busters announced the first nominee Ms. Eldridge from Hamilton County, and presented a letter of nomination for Ms. Eldridge including her accomplishments for the committee. Ms. Buster then announced the second nominee, Ms. Waymire, and presented her list accomplishments. Mr. Ewusi stated there were additional accomplishments to add to Ms. Waymire's nomination which included being a consistent member of the IERC Committees as well as the LEPC. Ms. Buster announced the third nominee, Mr. John Hooker from Monroe County and explained she nominated Mr. Hooker for his dedication and commitment in reaching out to facilities, and doing his due diligence as an LEPC member.

Mr. Larmore entertained a motion to approve Mr. Hooker, Ms. Eldridge and Ms. Waymire for the Chairman's Award. Ms. Buster asked Mr. Ewusi if he had any comments. Mr. Ewusi indicated he did not have any comments. Mr. Larmore noted that the nominations for Morgan County and Hamilton County came from the local community which is one of the requirements for the Chairman's Award. Mr. Larmore specified if the local community feels there is someone in their LEPC that does a phenomenal job then they should be recognized. Mr. Larmore stated although the nomination for John Hooker did not come from the local community as long as staff members have seen significant acts important in keeping the LEPC active and compliant then Mr. Larmore had no objection to recognizing Mr. Hooker.

Mr. Larmore ask Ms. Buster if she prefer the committee to vote on each nominee individually. Ms. Buster indicated no. Mr. Larmore suggested they would vote by category in case they have a discussion point within a particular category. Mr. Larmore requested a motion to recognize Ms. Waymire, Mr. Hooker and Ms. Eldridge for the Chairman's Award. Ms. Buster made a motion. Ms. Roe asked if they were recognizing one, or all three for the Chairman's Awards. Mr. Larmore explained during the last meeting they discussed an award the IERC presents but this award is coming from the LEPC recognizing someone in their organization. Upon determining the motion, Ms. Buster asked who seconded the motion and Mr. Larmore indicated Ms. McKinney waved her hand to second. Motion carried with an abstention from Ms. Waymire.

Ms. Buster presented a Commodity Flow Study document completed by Grant County, and nominated Tom Culley. Ms. Buster stated Tom ____ talked about the study and nominated the county for the award category. Mr. Ewusi asked who did the study. Ms. Buster and Mr. Larmore stated Brazilian Serenities completed the study. Mr. Larmore ask Ms. Buster if she had a chance to look over the study in which she replied yes. Ms. Buster indicated the study was very detailed and explained she talked to Brazilian staff several times at exercises, and explained they do various types

of work. Ms. Waymire ask if they only charged one hundred dollars (\$100.00) to prepare the document and Ms. Buster advised it cost ten thousand dollars (\$10,000.00). Mr. Ewusi ask about the county hiring a vendor to produce a Commodity Flow Study and questioned if the award to recognize the LEPC for hiring a vendor to complete the study was appropriate. Mr. Larmore stated in the past they have recognized counties who had similar Commodity Flow Studies done by Mr. George. Mr. Ewusi explained in those cases, LEPC members participated in the study as counters and did everything necessary to put the document together. Mr. Ewusi cautioned moving forward and stated if one county is awarded for a Commodity Study, developed by a vendor, then every could receive an award. Mr. Ewusi explained every LEPC that hired someone to complete a Commodity Study would be eligible for an award. Mr. Larmore asked who actually did the observation of the Commodity Study, and asked if the locals watched the placards and gave the information to "Brazilian" to create the study, or if Brazilian conducted the entire study. Mr. Larmore stated the study does not list Grant County as conducting the observations or being involved in the creation of the document.

Mr. Larmore deferred the decision to Ian to determine what the intent is for recognizing an LEPC for doing a Commodity Flow Study by taking the initiative to hire someone or actually doing the study themselves. Mr. Ewusi said if the Committee feels this is the direction to go he is all for it. Mr. Ewusi said moving forward with thirty-six awards at the cost of fifty-dollars (\$50.00) each, creates a substantial amount of money coming out of the IERC budget. Ms. Waymire suggested if five counties were nominated and all five hired vendors to create a Flow Study then the committee would ultimately be making a decision between contractors. Mr. Ewusi agreed. Mr. Larmore suggested the Committee is not recognizing one, stating it is not a competition. He suggested there has to be a good product and if five counties submitted Commodity Flow Studies and they all reflected what a Flow Study does then they should all get recognition. Mr. Larmore also stated part of the purpose of the awards is to encourage LEPC's to do things in order to help their communities and determine hazardous materials flowing through their counties but also the awards should be a recognition of their work.

Mr. Larmore admitted he did not know what they would do if all ninety-two counties decided to do a Flow Study, although the contractors would be in heaven, however, the IERC would be out fifty dollars (\$50.00) an award times ninety-two counties. Mr. Larmore suggested since there is only one right now to change the wording on the nomination letter to state if the Commodity flow study is actually done by the county itself versus the county writing a check. Ms. McKinney suggested advising counties to submit a credits page on the back of the study when hiring a vendor to create a Commodities Flow Study to show how involved the county was in the study. Mr. Larmore agreed even if an LEPC submits a Commodity Flow Study the Committee would like to see the LEPC's level of commitment in preparing the study such as whether the LEPCs actually went out and made observations. Ms. McKinney pointed out sometimes it is hard for the LEPCs to get out and complete the studies due to their jobs and other responsibilities.

On another note, Mr. Larmore brought up the fact that many of the plans LEPCs are recognized for are also written by contractors. He stated he did not know if it was necessarily the same thing but appears to be similar in-the-fact that instead of the LEPC sitting down and writing the plan they pay someone and give them the guidelines of what they need in their plans. Mr. Ewusi discussed Brazilian's participation in the study stating they did observations but Mr. Ewusi acknowledged the point made by Mr. Larmore regarding plans being created by vendors for LEPC. Mr. Ewusi suggested there is an opportunity in the nomination letter to spell out the guidelines for next year's awards. Mr.

Larmore concluded the discussion by deciding the committee would recognize Grant County for their Commodity Flow Study and advised that as a committee they would look at the language going forward in the future to determine the intent when recognizing LEPCs for the various award categories. Mr. Larmore ask for a motion to recognize Grant County for their Commodity Flow Study. Ms. McKinney made a motion and was seconded by Ms. Buster. Motion carried.

Ms. Buster presented the award category of Contribution to the IERC. She explained the first two nominees in the category were LEPCs that hosted an IERC meeting and participated. Mr. Ewusi said he and Ms. Buster decided to remove the nomination of Elkhart County and Shelby County due to lack of participation and attendance at the IERC meeting. Mr. Larmore stated the decision was fair.

Ms. Buster stated the Beta Testers of the LEPC reporting module would not receive plaques but instead certificates. Mr. Larmore acknowledged and stated the idea seems reasonable. Ms. Buster explained the Beta Testers were the people who participated in evaluating the system and provided feedback on what changes needed to be made to the module. Mr. Larmore asked if certificates would also be appropriate for counties that hosted an IERC meeting particularly Marion and Hamilton County. Ms. Buster and Mr. Ewusi decided they could award both the Contribution to the IERC award and the Beta Testers with Certificates. Mr. Larmore, Ms. McKinney, and Mr. Ewusi agreed certificates would be appropriate for these award categories to conserve cost. Mr. Larmore decided a vote was not required for these two categories.

Mr. Larmore presented the award category of the Data Management. Ms. Buster advised she handed out information to the committee on what Hamilton and Monroe County submitted. Mr. Larmore ask if this is something different than they have done in years past, or is this something they just started to do. Mr. Larmore specified he thought the committee had recognized Monroe County before and Mr. Ewusi along with Ms. Buster stated it was the same award. Ms. Buster said she did not recollect Hamilton County's information being submitted in the past. Mr. Larmore suggested he thought they were doing something with their Computer Aided Dispatch. Ms. Buster explained Monroe County said they sent out planning information to their facilities. Mr. Larmore questioned whether this is something they do every year as an indication of how well advanced they are in their Data Management verses someone such as Hamilton County who received a new (Computer Aided Dispatch) CAD system. He stated that he is not opposed to recognizing both counties. Ms. McKinney interjected stating the Monroe County information looks like what they do when they update their plan. Ms. Buster said the state planned to talk about some of this information later on in the afternoon regarding the LEPC planning elements. She said there was a concern they would address at the Policy/Technical Committee on that subject. Mr. Larmore suggested they consider Monroe County separately, and ask for a motion to recognize Monroe County for Data Management and advised there would be discussion on the subject afterwards if needed. Mr. Ewusi stated he did not have a motion, and would actually vote against it. Mr. Larmore stated there is no motion for Monroe County.

Mr. Larmore moved to discuss the Data Management award for Hamilton County. Ms. Roe stated she is working with Ms. Eldridge currently to pull comprehensive information together. Mr. Ewusi discussed looking at what a project entails which involves making a spreadsheet with a company's name including their address and reports all of which are currently listed in Tier II Data System. Mr. Ewusi explained providing that information to anyone entering the data into their Computer Aided Dispatch (CAD) system is a file that can be uploaded. He stated he did see it as a project but had further questions. Ms. Buster questioned how the project is enhancing situational awareness in the

community. Mr. Larmore stated that normally most dispatchers do not have access to Tier II Manager therefore when a call comes with an address, which is the Alert Entry Screen in Cad from the information submitted, it would populate the information on the CAD screen, which could possibly be the mobile data terminal in a police cruiser for fire apparatus, therefore supplying the responder with the information. Or it shows up in the CAD and the dispatcher then realizes it is a chemical facility the officer is responding to. Mr. Kinney stated from his experience a lot of the information will pop up on the screen, allowing the responder to read through the information. An example is going to a factory on a shortness of breath call, many times the responder will want to see if there are chemicals or anything that might pose a risk that could be leaking. Ms. Buster added especially if there is a fire. Mr. Kinney said he believes it could be a benefit to responders. Mr. Larmore said there are locations that warn responders from going in, and he feels there is a value in the award.

Ms. Waymire raised a question about dispatchers not having access to the Tier II Manager program. Mr. Larmore stated they usually do not have access to it because they do not have a user name or log in. He deferred because he is not aware of what information is relayed on a dispatch or comes into a 911 center but stated if there is something that pops up stating hazardous materials for a dispatcher or responder on their system, it is different from what the LEPC would have in their response plans.

Ms. Waymire stated she knows all the Fire Stations in Morgan County have access to Tier II Manager. Mr. Larmore informed Ms. Waymire the information at a Fire Department is different from what is given out to responders in Ambulances or Police cruisers through dispatch. Ms. McKinney stated the information from dispatch is given out immediately, rather than waiting for the department to pull up information in the Tier II Manager System. Ms. McKinney wasn't sure if it takes away from the LEPC because they are downloading to excel. She stated they should be working together. Mr. Ewusi agreed. Ms. Buster stated as a dispatcher she saw alerts pop up to notify responders of hazards materials. Mr. Larmore moved to the motion before the group for the Hamilton County Data Management CAD Address Advisory Project award, and asked for a motion. A motion was made by Ms. Buster and seconded by Ms. McKinney. A motion carried.

Ms. Buster presented the award category to Hazardous Analysis and stated Adams County sent in a nomination for a Multi-Hazard Mitigation Plan in which all LEPC members work together as a team to develop the plan. She stated it is an all Hazards Plan including six items that are hazmat related to the plan. Ms. McKinney stated counties under FEMA are required to have a Hazard Mitigation Plan and it is required to be updated every few years. She noted she was not sure if this fell under the guidelines of nomination requirements. Mr. Larmore agreed that he wasn't sure if this was a good fit for the Hazard Analysis. He thought Hazard Analysis was geared more toward looking at a facility. Ms. Buster ask Mr. Ewusi if he would like to discuss this award for his recommendation. Mr. Ewusi noted he was trying to determine if there is a difference between the Hazard Analysis and a Hazardous Mitigation Plan, and make sure a Mitigation Plan an EMA has developed is not being submitted as an LEPC project for a Hazard Analysis.

Mr. Ewusi said upon reading the document, 90% of the document was dedicated resources to floods, ice storms, etc. He stated the last 10 % list the substances that LEPCs are charged with managing. Mr. Ewusi said most of the resources used in the 90% are the same resources used in the other 10%, therefore he wanted to give the Committee the opportunity to look at this and determine if it is an LEPC or an EMA project being submitted as an LEPC award. Ms. McKinney said she thought it was an EMA project being submitted for an LEPC award. Ms. Waymire agreed and stated they run into

this situation all the time where something larger is submitted to be passed on and taken care of by the LEPCs. She stated they must say no and explain they are in position to work with hazardous materials.

Ms. McKinney ask if LEPC or HMEP funds were used to create the plan. Mr. Ewusi did not have the answer. Ms. McKinney stated she would like to know because those plans must go through IDHS and FEMA to be updated in which sometimes there is grant funding available and sometimes grant funding is not available. Ms. Buster said she was told it cost ten thousand dollars (\$10,000) to create the plan, but was not told where the funds came from. Mr. Ewusi also questioned where the funds came from for the plan and if the money came from LEPC funds. The LEPC should have requested IERC approval first. Ms. Waymire said their county was asked to do the same thing but due to their portion only being 10%, they did not update that portion. Mr. Ewusi stated Hazard Analysis as he sees it can be wrapped up into the LEPC plan so the 10% dedicated to Hazardous Analysis in relation to chemicals in their county could have been pulled into the plan or they could have submitted a plan with that information and received an award for that portion. Ms. McKinney's initial response was to say no but ask if there needed to be a vote on the decision. Mr. Ewusi ask how the Chair felt about the subject. Mr. Larmore responded with his experience of creating the Multi-Hazard Mitigation Process and agreed about 10% if their plan was related to hazardous materials. Therefore the mitigation plan didn't address facilities but did determine improving their plan based on any hazardous incidents. Mr. Larmore stated he agreed with what he has heard and that when he saw the Hazardous Analysis Award he wasn't thinking the Committee would be recognizing counties for a Multi-Hazard Mitigation Plan.

Ms. Buster stated they were trying to show the work the LEPC did in putting this plan together through volunteering their time. Mr. Kinney stated that was his interpretation as well, but he agreed with the Committee that it is still an EMA effort and he wasn't sure it meets the Committee's category. Ms. McKinney pointed out it says Hazard Analysis and EMA's are required to do a Hazard Analysis to receive funding but hazards such as ice storms and flooding are considered hazards, not hazardous chemicals. Mr. Larmore suggested maybe recognizing them with a Chairman's award for the outstanding effort the LEPC's did by volunteering their time and commitment to their community to create this plan. Ms. McKinney said many of the counties are using vendors to create their plans, and the vendors are receiving multiple awards for their work. Mr. Ewusi ask the responsibilities of the LEPCs for creating the plans through vendors. Ms. Buster explained they work together to gather information to submit to the companies to create the plan. Mr. Ewusi ask if the LEPC worked on how floods were address but pointed out LEPCs would not have time to do that. Mr. Larmore stated he did not see a Hazards Analysis Award for this project.

Mr. Larmore brought the question before for the Committee to determine if this was eligible for a Hazards Analysis Award. He acknowledged there was no motion. Ms. McKinney stated the reason for no motion was it did not follow the guidelines. Mr. Ewusi advised Mr. Larmore did not have to present it to the Commission, he only has to present to the Commission the Committee's recommendations. Mr. Larmore agreed and explained the recommendations would be the Hazmat Section would recognize these counties for these projects. He explained for those nominee's inquiring about their nomination would be told it was reviewed but did not get a motion from the Committee on the vote. Mr. Ewusi stated the meeting minutes would also reflect the decisions. Mr. Larmore reiterated no motion.

Ms. Buster presented the award category of Outreach to Facilities and stated there were three nominations. Monroe, Hamilton County, and Jasper County. Mr. Ewusi advised the Committee this is the first time Jasper County has been considered for an award. Ms. Buster informed the Committee that Hamilton County is working on a good Facility Outreach Program involving the fire department with facility inspections. Ms. Buster explained Monroe County is doing similar things, and received a similar award last year regarding determining which facilities have a large amount of EHSs, and is completed yearly to help update their plans. Ms. Buster explained Jasper County is contacting facilities in their county and asking them to host LEPC meetings. Ms. Buster attended an LEPC meeting in which a facility presented on their process, and then conducted a tour of the entire facility before the LEPC meeting. Mr. Larmore ask for a motion to approve Jasper, Monroe and Hamilton County for the Outreach to Facilities Award. A motion was made by Ms. McKinney and was seconded by Ms. Buster. Mr. Larmore ask for any discussion. No discussion occurred, so the motion carried.

Ms. Buster presented the award category of Outreach to Public Award and stated there were three nominations. Hamilton, Madison, and Posey County. Mr. Ewusi noted he was surprised Madison County did not offer their Podcast in which they have a select an organization to speak for about 20 minutes each month for consideration. Ms. Buster noted Hamilton County's is similar to their award recognition from last year. She explained every year the LEPC sets up a booth at the County Fair and pass out a large number of bags with information. Mr. Larmore was surprised to learn that every person got a weather radio in their bag. Ms. Buster confirmed and advised they distributed hundreds of them. Ms. Buster then discussed Madison County's developing a new board called the spinning wheel that they use at their preparedness events. She then explained Posey County sets up a booth at their Safety Fair. Mr. Larmore ask for a motion to recognize Posey, Madison and Hamilton County for the Outreach to the Public Award. A motion was made by Mr. Ewusi and seconded by Ms. Buster and the motion carried.

Ms. Buster presented the Exercise Award and stated she and Mr. Hamby attended the exercise of Adams County with fifty or more attendees, and the exercise included Animal Decontamination Component. Ms. Buster stated there were a lot of extreme reactions to the process. Mr. Hamby stated their focus was to introduce the group Nature's Way, who have been around for a number of years, and gave them the opportunity to learn about animals, discuss emergencies and a number of issues in the area involving animal incidents. He noted that Nature's Way is there for the public to help save their pets or deal with livestock. They also brought in Veterinaries to the exercise, and brought out all their equipment, including a De-contamination trailer, to demonstrate how they would respond to an incident involving household pets and livestock. Ms. Waymire exclaimed she thought the exercise covered an important topic in that first responders need experience dealing with animals in an incident and disasters. Mr. Larmore added there are also public safety animals, and they partnered with K9 and Horse patrols in their exercise. He went on to describe an incident involving an officer and a K9 involved in a hazmat incident. Mr. Larmore agreed livestock and public safety animals need to be included in the exercise component. Ms. Waymire added players and first responders in her county exercises do not always look at the public aspect of an emergency or how it can affect the response initiatives in real life, therefore it is important to incorporate it into exercises. Mr. Larmore asked if the Adams County exercise meet all the HSEEP and LEPC requirements. Ms. Buster confirmed they meet the requirements.

Ms. Buster requested Cass County be recognized for their tabletop exercise since they are newly reestablished this year. She stated they have had over 50 participants at their exercise. She stated Mr. Hamby was in attendance and delivered a presentation to inform the participants about Hazmat, and gave a certificate of training to those who attended. Ms. Buster discussed Hamilton County nomination for a Tabletop exercise in which they had over 80 participants. Ms. Buster then discussed Pike and Warren County that did a cross-county exercise in which they hired a vendor (ISTS) to facilitate the exercise. In their exercise, she noted they presented a PowerPoint and then a simulation on the table discussing how to respond to an incident involving the entire town affected with foam being released. Mr. Larmore ask if the exercise was more like a seminar, in which Mr. Buster agreed, but explained they needed to do the Functional aspect of a tabletop to meet HSEEP requirements and Pike and Warren County issued a Certificate of Training for those who participated in the exercise. Ms. Buster stated the exercise almost did not happen due to the Pike County EMA director leaving. She stated the county planned to return the LEPC funds, but she and Ms. Roe worked to convince them to continue in the program. Ms. McKinney interjected stating Warren County also had new people in office. Mr. Larmore confirmed this would be a nice recognition to the two counties for their hard work and perseverance. Mr. Ewusi ask if there would be two separate plaques and Ms. Buster stated yes. Mr. Larmore confirmed there were five counties to vote on, Adams, Cass, Hamilton, and Pike/Warren Counties. He proposed a motion to approve the five counties. Ms. Waymire made a motion and was seconded by Mr. Ewusi and the motion carried.

Ms. Buster presented Wells County which conducted a Full Scale Exercise. Ms. Buster stated she attended the exercise and that the county was returning to active status after being inactive recently. Ms. Buster explained the exercise involved a Hospital Coalition in which they transported patients via Ambulances and shuttle buses to the hospital, and simulated CPR. They had a semi with a fog machine to simulate the release of a chemical. Mr. Larmore ask if all the IERC reportable requirements were included and Ms. Buster stated yes. Mr. Larmore ask if there was a Hazmat Team on scene and Ms. Buster explained there was a Hazmat Team on scene and in the photographs taken. Mr. Larmore confirmed they had all the appropriate participants and Ms. Buster said yes. Ms. Buster said multiple agencies were present including the National Weather Service.

Ms. Ewusi noted that past exercises featured several school children and were buses were used to transport them to the hospitals for treatment, but he stated this doesn't happens as much anymore. Ms. Buster explained she rode in the shuttle bus to observe the procedures. Ms. Waymire stated this was eye opening to her because her county also used buses to transport about 25-30 students who volunteered, but she received a different perspective listen to at the exercises and seeing how they were performed. Ms. McKinney stated Drama students are the best volunteers. Mr. Larmore stated they needed a motion to add Wells County to the list. Mr. Ewusi agreed.

Ms. Buster moved on to Plans Awards category, and stated there were six plans to vote on. She stated all the plans did not have deficiencies, and they were "stellar" plans. Mr. Ewusi explained how Ms. Buster broke down the nominations and why she made the recommendations, such as, they are well organized; easy to follow; using their statutory requirements, etc. Mr. Larmore said it would be very helpful to note the reasons when presenting the awards. Mr. Larmore confirmed there were 6 nominations: Dearborn; Monroe, Polaski, Tipton, Wabash, and Wayne Counties. Ms. Buster confirmed all the counties. Mr. Larmore stated Hamilton County did not get an award, but Mr. Ewusi stated they received one last year, and Ms. Buster stated they had deficiencies. Ms. McKinney asked if the plans were available as a word documents to which Ms. Buster replied yes. Mr. Larmore

requested a motion to approve Dearborne, Polaski, Monroe, Tipton, Wabash, and Wayne Counties for their Planning Award. Mr. Ewusi motioned and was seconded by Ms. Waymire and the motion carried.

Ms. Buster presented the Training Award category and stated Hamilton County issued a packet of information with the training material submitted. Mr. Ewusi indicated this is the first time he had seen this award category but it was in the nomination letter sent out. Mr. Larmore explained he sent out what Mr. Charlie Heflin used last year. Ms. Buster explained for the Training award a submission must include Methodology, Documentation and a Course Evaluation. Mr. Larmore stated he thought training was geared more toward responders, for example as they did a Hazmat related class. Mr. Ewusi agreed, and stated the LEPC funds pays for training their Hazmat responders in a county but he wasn't sure how to evaluate the award. Mr. Larmore said it sounds like they may take a few minutes in each LEPC meeting to talk about a specific topic relevant to training, for example a UAV application could be used for a hazmat incident, so Fire and Police, whoever has UAV's could have information. Mr. Larmore stated he wasn't sure if it was what they were imagining when they did this. He stated many of the counties have had these at their quarterly meeting, and he considered it training if they are providing some type of instruction to their LEPC members. Mr. Larmore pointed out he doesn't think they have a syllabus or post a test. Ms. McKinney questioned if they were not only training LEPC members but also Hazmat responders? Mr. Larmore said probably not, that it's probably more of an awareness to the LEPC. Ms. McKinney ask if it falls under the training the IERC members intended but Mr. Larmore stated he did not think it does.

Mr. Ewusi addressed Ms. Buster concerning the Hazmat Division letter sent out and ask if the county submitted the syllabus for the class. Ms. Buster stated the information was all in the packet information, and they have a PowerPoint. Mr. Larmore ask if they talked about anhydrous ammonia, natural gas pipeline, and then pointed out one meeting in the fourth quarter of 2017, where they talked about Drones. Mr. Larmore said in the first quarter of 2018 they talked about natural gas pipelines and critical infrastructure; second quarter they did anhydrous ammonia, third quarter they discussed critical infrastructures, clean water systems, and hazmat contamination; fourth quarter they did a presentation on Chemical Tank Trucks and emergencies. Mr. Larmore stated they are talking about topics but he thought it was more for the education for their LEPCs and not necessarily first responders. Mr. Ewusi said they have met the criteria based on the requirements provided so he thinks it should be accepted as is. Mr. Larmore said ok. Mr. Larmore requested a motion. Mr. Ewusi made a motion to accept and Ms. McKinney seconded the motion. The motion carried.

Mr. Ewusi asked for the total number of awards and Ms. Buster said thirty-four (34) awards. Mr. Ewusi ask if that included Certificates. Ms. Buster stated it did. Mr. Ewusi said the number of awards were important to know because the Chair would request for funding from the commission. Ms. Buster counted eleven (11) Certificates and Mr. Ewusi stated there were actually twenty-three (23) plaques to be purchased at fifty dollars (50.00) each. Mr. Larmore ask for a motion "Not to exceed fifteen hundred dollars (1,500)." Ms. Buster gave the motion and Ms. Waymire seconded the motion. The motion carried.

IERC Directional Signs

Ms. Roe stated they voted in the last meeting to have directional signs made in an amount not to exceed one hundred dollars (\$100.00). The three signs presented by Ms. Roe cost fifty four dollars and seventy two cents (\$54.72). She explained they have different directions on them and there is a

plan in place if the signs need to establish different directions. Mr. Larmore approved of the signs and asked if the signs would be used in the Government Center or if they would only be used outside. Ms. Roe stated they were to be used outside but offered to find some for inside if needed. Ms. Roe stated signs inside didn't seem necessary because people coming into the Government Center have to use the Public Entrance. Mr. Larmore ask if the signs were printed in house and Ms. Roe explained there is a printing company downstairs that works with State agencies. Ms. Roe stated she would be in charge of the signs.

NEW BUSINESS

Mr. Larmore ask if there was any new business to come before the Committee. Mr. Ewusi advised Cassandra Buster would be leaving the LEPC position and was not able to complete the News letters proposed so might be a delay until the LEPC position was filled. Mr. Larmore said that would be understandable. Mr. Ewusi stated Ms. Roe was unable to take on the task of the Newsletter due to her job responsibilities at this time.

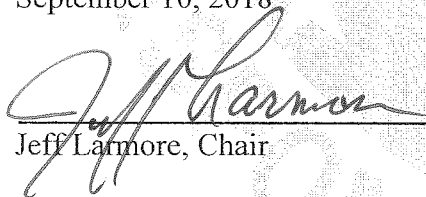
Mr. Larmore stated they were sad to see Ms. Buster leave but thanked her for the many contributions she made at the LEPC position. Mr. Larmore asked if there was any other new business. No new business mentioned.

ADJOURNMENT

A motion to adjourn the meeting was made by Mr. Ewusi and seconded by Ms. Buster. The meeting adjourned at 10:55 am.

NEXT MEETING

Indiana Government Center South Building
302 West Washington Street
Indianapolis, In 46202
September 10, 2018



Jeff Larmore, Chair