

**WASHINGTON
STATE EMERGENCY RESPONSE COMMISSION
(SERC)
STRATEGIC PLANNING WORKSHOP
MEETING MINUTES**

January 25, 2008

MEMBERS PRESENT

Chief Brian Schaeffer – Chair

Mr. John Butler – Department of Ecology (Ecology)

Mr. John Geppert – Dept of Labor and Industries

Mr. John Wheeler – Local Emergency Planning Committees (LEPCs-Westside)

Mr. Curt Russell – Tribal Representative

Ms. Maillian Uphaus – Emergency Management Division (EMD)

Mr. Richard Schroedel – Washington State Emergency Management Association (WSEMA)

Ms. Julie Baker – Department of Transportation (DOT)

EMD STAFF and SERC REPRESENTATIVES PRESENT

Mr. Ron Bowen (WSP)

Mr. Ron Wilson (EMD)

Ms. Deborah Henderson (EMD)

Ms. Kim Michel (EMD)

Ms. Laurie Bischof Pierce County LEPC

Ms. Rosanne Garrand (EMD)

Ms. Sadie Whitener (Ecology)

Ms. Stefani Christensen (EMD)

CALL TO ORDER

Chief Brian Schaeffer, SERC Chair, called the meeting to order at 10:00 and welcomed SERC members and guests.

WORKGROUP REPORTS:

SERC Charter Review

Chief Brian Schaeffer, SERC Chair

Deferred to new business.

LEPC Support

Presented by Ron Wilson, EMD

- An opportunity to host a large-scale hazardous material exercise, funded by USDOT, may exist in the Fall of 2009. This event would involve the State of Oregon and multiple counties along the banks of the Columbia River. The

scenario would call for a major train derailment near the city of Stevenson, Skamania County, spilling a large amount of toxic liquid (unknown) onto the shoreline and eventually into the Columbia River. The resulting impact would potentially involve all down-stream counties and cities and multiple state and federal organizations and jurisdictions. Current status: awaiting word from Skamania County officials regarding willingness to host event. Even if Skamania indicates approval, USDOT may select another site. This is an early notification of the potential for this event. It would be totally funded by USDOT. More to follow at the next SERC meeting.

- Currently there are forty-five LEPC's in Washington State. One of the goals the SERC set last year was to provide greater visibility at local LEPC meetings. The SERC held a Spring 07 meeting in Snohomish, but after that, due to several reasons including the SERC Chair position rotation, attendance at LEPC meetings waned. Effort needs to be re-energized. SERC members are encouraged to attend as many LEPC meetings as possible. Mr. John Geppert shared that in his experience at least one eastside LEPC is awaiting the Hazmat ESF #10 plan template. What is the target date? Who is responsible? What else should be shared with the LEPCs? Ron Wilson stated more would be discussed on the template later in today's meeting. Also, it is good to share upcoming training and exercises with the LEPCs.

For further information, contact Ron Wilson at (253) 512-7069 or e-mail: r.wilson@emd.wa.gov

Public Outreach
Presented by Kim Michel (EMD)

- Ms. Kim Michel showcased Washington State EMD's web page. This was a major effort in 2007 and had been a long-standing issue with many local organizations. The ability to access and navigate the EMD website frustrated most who tried to use it. The new site, which can be found at <http://www.emd.wa.gov/>, elaborates on SERC-related issues more than ever. Kim showed how easy the site is accessed and used and provided great examples of information available on the site. The SERC thanked her for her outstanding efforts.
- Existing outreach products that LEPCs can access and utilize are posted here. i.e. Shelter in Place, streaming videos, brochures and publications.
- Brian Schaeffer asked if the SERC members would like to have information posted on the website. The consensus was to have the SERC position title, name of member and a secured e-mail address posted.

For further information, contact Ron Wilson at (253) 512-7069 or e-mail: r.wilson@emd.wa.gov

***EPCRA Reporting Compliance/ Industry Outreach
Presented by Sadie Whitener (Ecology)***

- Four LEPCs have requested EPCRA workshops to assist new reporters to understand EPCRA reporting requirements and as a refresher for existing reporters. There are no changes to reporting requirements this year. Presentations are a joint effort of Ecology and EPA staff. The workgroup has encouraged industry representatives to attend and get involved in LEPC activities.
- Sadie Whitener distributed two hand-outs. The first one (*Enclosure*) was a post card that was sent to businesses reminding them to complete Tier Two reports by March 1, 2008 for the reporting year 2007. Information, reporting forms, and LEPC contact information are available at Ecology's web site at www.ecy.wa.gov/epcra.
- The second hand out (*Enclosure*) was 2006 Tier Two Data that showed 3,561 businesses reported 14,782 chemicals in 31,801 various locations. The hand-out shows the top ten hazardous and extremely hazardous substances reported.

For further information, contact Sadie Whitener at (360) 407-6729 or email: swhi461@ecy.wa.gov.

***State Regional HazMat Teams Initiative
Presented by John Butler (Ecology)***

- John Butler reported on the Statewide CBRNE/HazMat Capability study project. A handout (*Enclosure*) with detailed information to date was distributed. Rep. Al O'Brien has re-introduced a version of the original bill, now entitled HB 2790, during the current 2008 legislative session. The bill will be amended to reflect the CBRNE Stakeholder's Groups' recommendations and will get a hearing. It is not expected to pass this session as a supplemental budget addition in an election year. Most likely, it will remain a hot topic for a concerted effort during the 2009 legislative session.

The CBRNE Stakeholder Group will continue to meet to address budget efficiencies and program implementation and support issues until successful legislation can be accomplished.

For further information contact John Butler (360) 407-6970 or e-mail: jbut461@ecy.wa.gov

***Training Coordination
Presented by Ron Bowen (WSP) and Stefani Christensen (EMD)***

- **February 21st** CanUS West Conference, Bellingham, WA

- 8th Annual Hazmat Workshop will be held **April 5th & 6th** at the HAMMER facility in Richland, WA
- LEPC Tribal Conference will be held **April 28th – 30th** at Campbell's Resort, in Chelan, WA
- Pipeline Emergency Response Training (Train the Trainer) **April 22nd & 23rd** Bellingham, WA
- **May 20th – 22nd** at the Coast Wenatchee Hotel
- National Response Framework has been adopted. This is the replacement document for the previous National Response Plan that received bad marks during post-Katrina reviews.

For additional information, contact Ron Bowen at (360) 753-0357 or email: ron.bowen@wsp.wa.gov and Stefani Christensen at (253) 512-7046 or email: S.Christensen@emd.wa.gov

FUNDING/GRANT INFORMATION

Ron Wilson referred to the two handouts in the workshop folder related to the 2008 HMEP LEPC grant awards and the 2007 & 2008 EMPG Hazmat grants and projects.

- 2008 US Department of Transportation awarded Washington State \$206,200 for HMEP. We are still anticipating a 70% increase when a new appropriation is signed. More information should be available at the 2008 National Association of SARA Title Three Program Officials (NASTTPO) meeting in early April 08.
- HMEP Grants require an 80/20 federal/state match, and EMD passes through a minimum of 75% of the planning dollars to LEPCs. (*Enclosure*)
- EMPG dollars are also used for hazmat projects but require a 50/50 match, which lessens their appeal to LEPCs. They are used extensively, however, for hazmat-related projects and activities managed at the program level for the benefit of the entire state. (*Enclosure*)

NEW BUSINESS

SERC MEMBERSHIP/SERC TRIBAL POSITION

- SERC position vacancies
Several SERC positions remain vacant, some never filled. The need for position fill becomes very evident when formal business is to be conducted and a quorum does not exist. SERC members can not always attend each SERC meeting, but the need to conduct SERC business remains—hence, the need to fill alternate positions in addition to the primary positions. And while important, Julie Baker commented that attendance is not enough, that whoever attends must be knowledgeable of SERC business and able to represent their agency during the business process. This is further discussed under “Revision of by-laws” below.

The SERC Tribal position was the subject of much discussion. This position was added in 2004 after several years of informal discussion among several key people within the hazmat and tribal communities. The SERC wanted to extend an offer of partnership, and the Emergency Management Council (EMC) was approached with a request to add a tribal member to the SERC to add tribal perspective to SERC matters. The EMC agreed to the request, and the position was adopted. Mr. Curt Russell, from the Lummi Nation, was elected to fill the primary position by a vote of tribal members at the 2005 LEPC/TERC Conference in Ocean Shores, WA. In June of 2006, the SERC Chair addressed a letter to all 29 tribal chairpersons requesting their vote on an individual to fill the alternate position. Unfortunately, the response was very small (six) and addressed issues not requested in the SERC letter. The alternate position remains vacant.

CHARTER AND BY-LAWS REVISION

- Revision of by-laws
Discussion ensued regarding standards and expectations of voting member organizations to attend and participate in the SERC meetings. Current By-Laws do not reflect any language relating to removal due to lack of participation or other reason(s). Members agreed that a provision for removal should be addressed, but were undecided on language or reasons for removal. Ron Wilson was tasked to develop different proposals for consideration and to present them to the Chair and Commission for consideration. A formal vote will be called for at the next regularly scheduled meeting.

CHEMICAL FACILITY ANTI-TERRORISM (CFATS)

Craig Freeman, Department of Homeland Security Inspector, shared a Microsoft Power Point presentation on Chemical Facility Anti-Terrorism Standards (CFATS). (*Enclosure*)

NATIONAL FIRE PROTECTION ADMINISTRATION (NFPA) 472 STANDARDS

Ron Bowen shared information regarding the elimination of NFPA 471 Standards were eliminated and merged into 472 Standards with mission specific competencies.

- US Fire Academy received a grant to write curriculum for all hazmat operations. There are individual modules for each competency. The new curriculum adds several requirements/competencies for training standards to the operational level. The impact on state level training is still being evaluated, but it is safe to say the hazmat community should be able to react to the additional requirements.

For additional information, contact Ron Bowen at (360) 753-0357 or email: ron.bowen@wsp.wa.gov

WORKER AND COMMUNITY RIGHT-TO-KNOW (WCRK) FUND

Sadie Whitener provided background on the regulations that created and sustain the fund, authorize expenditures from the fund, and distributed the three handouts listed below:

Chapter 296-63 WAC Right to Know Fee Assessment (*Enclosure*)

Chapter 49.70 RCW Worker and Community Right to Know Act (*Enclosure*)

RCW 70.102.020 Hazardous substance information and education office – Duties (*Enclosure*)

Sadie explained that businesses that operate under specific Standard Industrial Classification codes, store hazardous substances on site, and report 10,400 or more worker hours in a year are assessed fees by the Department of Labor & Industries. These funds go into the WCRK fund, also known as Fund 163, to support related activities at L&I, SERC and LEPC activities, and the Hazardous Substance Information and Education Office at the Department of Ecology.

The legislative intent was to establish and support a program to allow individuals access to information about the hazardous substances in the workplace and community

UNFINISHED BUSINESS

HAZMAT PLAN TEMPLATE

Ron Wilson briefed ongoing efforts to finalize the hazmat plan template to help the LEPCs meet the requirements of SARA Title III. He indicated that after extensive vetting in early 2007, the template was nearly ready for distribution. Though some additional changes were needed before publication, the imminent arrival of new DHS chemical facility-related standards provided basis to delay distribution to determine potential hazmat plan impact and, accordingly, the need to revise, change, or add to the existing draft template. Based on DHS presentations of the new requirements (see CFATS information above), there seems to be no basis for further distribution delay. Accordingly, the hazmat template will be published well in advance of the next SERC meeting. In terms of LEPC compliance with plan revision standards, Ms. Jeanette Lomax, Hazmat Planner has a compiled list of current plans and/or LEPC certifications based on annual LEPC certification letter(s). This list will be used to notify LEPCs of their plan compliance. The LEPC compliance letters to elected officials will go out this Spring together with the new template and a checklist used by Jeanette Lomax to review the plans.

For further information, contact Jeanette Lomax at (253) 512-7055 or e-mail: j.lomax@emd.wa.gov

FIRE DEFENSE COMMITTEE INITIATIVES

Ron Wilson discussed the Fire Defense Committee effort to gain recognition of the Fire Mobilization Plan as an "all risk" plan. The plan, written in 1993, has traditionally been used to reimburse fire agencies for resource support of wildland fires only. Apparently, this was based on an interpretation by OMB. The intent of the plan, however, is to be able to employ fire resources as required in an all-risk environment.

ACTION ITEMS

- 1) Coordinate the next SERC meeting. **(EMD)**
- 2) Working groups **(working group leads)**
- 3) Chief Elected Official notification letter **(Ron Wilson)**
- 4) SERC position vacancies letter request **(Ron Wilson)**
- 5) LEPC delinquency letter **(Ron Wilson)**
- 6) SERC membership list by position add to web **(Ron Wilson)**
- 7) SERC letter to EMC regarding 163 Fund **(Ron Wilson)**

MEETING SCHEDULE

The next meeting is scheduled for:

- April 28th, 2008 at 8:00am, prior to the LEPC/Tribal Workshop, Campbell's Resort, Chelan, WA.

ADJOURNMENT

Chief Brian Schaeffer adjourned the meeting at 3:00 pm.

CONTACT INFORMATION

Interested parties may contact the Washington SERC through:

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Enclosures ()