

LEPC Meeting
July 17, 2009
Emergency Management Office
Rock Springs

In attendance:

David Brandner	School Dist. #2/SCEMA
Blaine R. Graham	School Dist. #1
Larry Ribordy	Univar
Phillip Luzmoor	Solvay
Jack Thorner	Jim Bridger Power
Tyler Willie	WYDOT
Donna Earl	WYDOT
Holly Dabb	Daily Rocket Miner
Monica Johnson	FMC Corp. – Security
David Beltran	MHSC
Mike Liberty	GRFD
Chris Hester	SCART
Dennis Claman	Sweetwater County Sheriff's Office
Mike Wendorf	FMC
Ron Besso	Williams Northwest Pipeline
Bryan Seppie	JPWB
Judy Valentine	Sweetwater County EMA
Judy Roderick	Sweetwater County EMA
Lyle Armstrong	Rock Springs Fire Department

Welcome

The meeting was called to order at 8:35. Judy Valentine welcomed the group.

Approval of Agenda

Judy Valentine made a motion to amend the agenda. Karla Roich will not be able to attend the meeting or make a presentation and update on the Bitter Creek Bundle exercise. Colonel Jackson and Major Claman will be presenting the review of the School Shooting Exercise. Bryan Seppie made a motion to accept the agenda as modified, David Beltran seconded the motion and the motion was passed.

Introductions

Each attendee introduced themselves.

Approval of Minutes

Judy Valentine asked the group to review the minutes from the April 3, 2009 meeting. Holly Dabb motioned that we approve the minutes, Dave Brandner seconded the motion and the motion was passed.

Reports from Committees

Industry Recognition Applications

Phillip Luzmoor advised the group that the LEPC hasn't received any applications. He then gave an overview on what the award is. The group decided that it would be a good thing to include

information on the LEPC and applications for the award in the Sweetwater County Emergency Management booth at the fair

Citizen Corps

Judy Valentine informed the group that we have presented three CERT (Community Emergency Response Team) courses so far this year. The fourth and final course for this year will be held in Green River beginning September 25th. The 20 hour course will be presented from 6:00 pm to 9:00 pm on Friday Evening, September 25th, 8:30 am to 4:00 pm on Saturday, September 26th, 6:00 pm to 9:00 pm on Friday Evening, October 2nd, 8:30 am to 4:00 pm on Saturday, October 3rd. Anyone interested in attending this free preparedness training is welcome. Please contact our office to reserve your spot. For more information contact our office or <http://www.sweet.wy.us/ema/cert.html>

Shelter-In-Place

It was suggested that we contact Donna at the *Welcome Wagon* and see if she would be interested in including the Shelter In Place information with the items currently distributed to people moving into this area.

Old Business

NIMS Update

Judy Valentine asked that each person in charge to submit a list of personnel and their ranks within their respective departments. Along with that list please include the NIMS classes they've taken. IS-700, IS-100, and IS-200 are recommended for everyone. IS-800 should be taken by mid-level individuals while ICS-300 and ICS-400 are required for command staff personnel. These classes can be taken at: <http://training.fema.gov/IS/NIMS.asp>

The classes should be taken in the following order:

- [IS-700.a National Incident Management System \(NIMS\), An Introduction](#)
- [IS-100.a \(ICS 100\) Introduction to Incident Command System, I-100](#)
- [IS-200.a \(ICS 200\) ICS for Single Resources and Initial Action Incidents](#)
- [IS-800.b National Response Framework, An Introduction](#)

Winter Preparedness

Judy Valentine contacted *Sweetwater Pages* phone book and was able to make arrangements to include our Winter Preparedness information. Don Martinez originally gathered this information to include it in the last edition of the *Sweetwater Pages* but, unfortunately we were bumped for a paying customer.

Judy Valentine informed the group that we have ordered preparedness wheels that include winter preparedness as well as hazardous materials information.

New 911 System

Judy Valentine advised the members that the new 911 system is in place and operating well. The issue of location information not always plotting on the map correctly is currently being resolved as well as a license issue for the voice recorder.

Wireless 911 calls made from a Union telephone are now coming into 911, previously they were routed to an administration line. In the near future; we hope to be able to know, within ten feet, where a caller is calling from. Ron Besso has volunteered to help with testing of this feature.

New Business

LEPC Notebook Update

Judy Valentine distributed updated LEPC notebooks.

Minutes/Agenda on Website

Judy Roderick asked the group if they were in favor of including the minutes and agendas on Emergency Management's website. They will be posted on the site.

Tier II Data Collected for 2008

Judy Roderick advised the group that the report for 2008 has been completed. We received reports from 92 companies. Sweetwater County is more stringent than some counties and requires reporting of 10 lbs and 50 gallons or more.

Exercises

- **Review of "Save Our Kids" School Shooting Exercise** – Major Dennis Claman, Colonel Craig Jackson, and Assistant Green River Fire Chief Mike Liberty reviewed this exercise for the group. Fifteen agencies participated in this exercise including all three of the area tactical teams. The scenario included an explosion in the parking lot, a secondary device in the parking lot, injured students in the parking lot, an active shooting inside the school, injured students inside the school and a hostage situation. Memorial Hospital was one of the agencies participating and received approximately 30 patients resulting in a Code Orange activation of their facility.

This exercise took several months to plan and was a learning experience for everyone involved. SRA facilitated the exercise, conducted the meetings, provided many of the evaluators (provided training for all of the evaluators), and compiled the After Action Report. SRA's services were provided free of charge from the federal government. Communications was once again the greatest difficulty to overcome. None of the agencies had access to the radio frequencies utilized by the School District. The cameras did not cover all areas and were only available for viewing inside the school. All of the hallways are painted the same and the classrooms weren't numbered making it difficult to identify areas.

The top three areas identified as needing attention were:

1. Communications
2. Training
3. Equipment

Numerous items are being worked on to rectify these issues including but not limited to:

- Implementation of WyoLink radio is nearing completion.
- The tactical teams are planning more training together.

- Acquisition of a ballistic armor tactical response unit thru the combined efforts of Lincoln, Sublette, Uinta and Sweetwater Counties is being considered.
- **Update on Bitter Creek Bundle Point of Distribution Exercise** – This exercise was scheduled for Tuesday, April 28th and was postponed when the outbreak of the H1N1 started. Currently we have 99 confirmed cases in Wyoming and 17 in Sweetwater County. Karla Roich was unable to attend this meeting to provide further information.
- **Five Year Exercise Plan** - Judy Valentine asked the group for assistance in compiling a Five Year Exercise Plan.
 - Williams Opal exercise in May 2010
 - Questar exercise in August 2009
 - Sage View evacuation exercise
 - Memorial Hospital – Two per year
 - Airport – April 2010

Resource Typing

Judy Valentine requested assistance with gathering information on resources for disasters using the new resource typing requirements. The forms will be distributed with these minutes. If you have resources that could be made available (based on availability at the time) during a disaster, we'd appreciate being able to add them to our resource list.

Critical Infrastructure

Judy Valentine informed the group of the creation of the Protective Security Advisor for the Wyoming District position by the Department of Homeland Security. This position has been filled by Kenny Longfritz. Judy will be adding Kenny Longfritz to the invitation list for the GRBPA.

Upcoming Training

Senior Officials Workshop – Fire Station 2 - Green River, WY - August 7, 2009 – Kathy Davison will be the guest speaker during the lunch break.

Hazardous Materials Transportation Training – Casper, WY – August 4, 2009

Save the Date – *Emergency Preparedness Planning: Inclusion of People Unable to Self Evacuate (UTSE) and Others with Access and Functional Needs* – Laramie, WY - August 5-6, 2009

Special Needs Committee/Quarterly Blitz

The Quarterly Blitz for the July – September is the File of Life. These are available from our office.

Next Tour - Univar

The next tour will be a tour of Univar on Wednesday, September 16th. We will be meeting at Univar at 9:00 am. This tour is limited to a maximum of 10 participants; so please, notify our office if you are interested in attending.

Open Discussion

Set date and time for next meeting

The next meeting will be Friday, November 13th at 8:30 am at Sweetwater County Emergency Management EOC, 731 C Street, Bldg. A, Suite #131, Rock Springs, WY.

Adjourn

Holly Dabb motioned that we adjourn the meeting and Phillip Luzmoor seconded the motion, the meeting was adjourned at 11:10.

Action Items:

	Responsible Individual	Action Item Responsible For
1	Judy Roderick	Include the applications for the Industry Award in the items to be available at the Fair.
2	Judy Roderick	Add Randy Jensen and Blaine Graham to the invite list for the SCART meetings
3	Judy Roderick	Contact Donna at the <i>Welcome Wagon</i> about including S-I-P information for people moving into this area.
4	Ron Besso	Assist with testing of cellular 911 calls
5	Judy Roderick	Update EMA's website to include minutes and agendas for the LEPC meetings
6	Judy Valentine	Include resource typing forms with minutes
7	Judy Valentine	Invite Kenny Longfritz to GRBPA

Attachments:

Sign in sheets

Resource Typing Forms

The LEPC serves as a group of professionals in the community for the purpose of information, training, discussions, and public education relating to hazardous substances, emergency planning, health, and environmental risks.

DRAFT