

WARREN COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

October 29, 2008

Present:

Sandy LeBarron, Finch Paper
Jon Alexander, Adirondack Journal
James Schrammel, Warren County Hazmat
Shane Ross, Chief Deputy Sheriff's Office
Michael Palmer, Queensbury Fire Marshall
Kent Destefanis, NYS DOT
Barbara Orton, Warren County Public Health
Joe Bethel, Glens Falls Police Department
Ed Rose, Pyramid Management
Sarah Sweeney, Lehigh N.E. Cement Co
Tressa Jackson, Lehigh N.E. Cement Co
Frank Komoroske, NYS DOT
Amy Manney, Warren County OES
Brian LaFlure, Warren County OES

Brian LaFlure welcomed all to the meeting after determining there was a quorum.

The first item on the agenda was an election of the Chair, Vice-Chair and Secretary. No one was nominated for any of the positions. *Subsequent to the meeting Sandy LeBarron offered to take the position of Vice Chair; Brian LaFlure the position of Chair; Amy Manney position of Secretary.*

James Schrammel inquired as to what the goals are of the LEPC Committee. Brian responded that we need to update the by-laws; develop a website; update the Hazmat Materials Plan for starters.

For those that were unfamiliar with Local Emergency Planning Committee (LEPC), it was explained that the LEPC is established to facilitate the contingency planning effort in regards to responding to or managing hazardous materials within industries and communities. Industries with large quantities of hazardous chemicals are required to report to the county LEPC Coordinator and the local fire district by filing out Tier II reports. The LEPC county plan is called the Hazardous Materials Plan. The

Comprehensive Emergency Management Plan (CEMP) is a county plan that encompasses the Hazardous Materials Plan as well as other county plans.

The Hazardous Materials Plan consists of eight items:

1. List of Tier Reporting Facilities and major transportation routes.
2. Emergency Response Procedures – on-site and off-site
3. Coordination to implement plan
4. Notification procedures including 24/7 information of facilities and emergency notification of the public.
5. How to determine the probable affected area
6. List fire and hazmat teams with equipment
7. Evacuation routes for each facility
8. Training & exercise

Volunteers were requested for the positions on the following committees:

By-laws

Plan Revision

Website

Jonathan Alexander agreed to be the Chair of the Website Committee. Amy Manney agreed to help.

James Schrammel agreed to be the Chair of the Plan Revision Committee. Other members would be Brian LaFlure, Mike Palmer, Sandy LeBarron, Shane Ross.

We are still looking for volunteers for the By-Law committee.

A handout was given to all with the website links to report Tier II documents via E-Plan including a guide for using it (<https://erplan.net/eplan/login.htm>) and (<http://www.epa.gov/emergencies/content/epcra/tier2.htm>). The handout also had a link for an OFPC website to download an electronic version of the 2008 DOT guidebook (<http://hazmat.dot.gov/pubs/erg/guidebook.htm>).

It was determined that all future correspondence will be done electronically.

Jon Alexander made a motion to close the meeting, which Sandy LeBarron seconded.

The next meeting will be January 7, 2009 at 9 am in the Warren County Sheriff's Office Training Room.