

Will County Local Emergency Planning Committee  
40<sup>th</sup> Meeting of the Committee Members  
Tuesday, April 29, 2014  
11:30 a.m.  
The Renaissance Center - 214 N Ottawa St - Joliet, IL 60432

## ATTENDEES

SEE ATTACHED

## MINUTES

The meeting was called to order by Chairman Jerry Caamano, with fifteen members present. Introduction of guest occurred. No media was in attendance. Upon a motion by Mr. Tom Weigel, seconded by Dr. Dave Mikolajczak the minutes from the previous meeting were approved as presented. MOTION CARRIED. The Treasurer's report was give and upon a motion by Mr. John Cicero, seconded by DC Bradley Hertzmann to place the Treasurer's report on file. MOTION CARRIED.

Report of the **Emergency Planning Coordinator.** Mr. Harold Damron acknowledged the companies who generously financially support Will County's Smart Message System (Reverse 9-1-1 type product).

He briefly talked about the Chemical Contingency Plan

Spoke of revised chemical contingency plan. The hazard mitigation plan which includes all hazards also includes chemicals has been revised, it has been submitted and approved by the State, and is currently being reviewed by FEMA Region 5. Once it is approved by FEMA Region 5 they County may then approve the document. This plan needs to be revised once every 5 years.

The Pipeline Grant Project is complete with information added to 9-1-1's CAD System, including special facilities.

On the legislation side the SERC (State Emergency Response Commission) introduced HB5559 to create a filing fee, the bill is currently dying.

Will County will participate in a HAB (Hostile Action Based) drill for this falls nuclear power station exercise to test the Braidwood IPRA (Illinois Plan for Radiological Accidents) plan.

The Illinois Emergency Management Agency (IEMA's) Annual Conference will be held September 4-5, with pre-conference training on September 3. There is no registration fee to attend the conference. As in the past LEPC members interested in attending, we will pay for your hotel. Please let Brenda know if you are interested.

This concludes the report of the Emergency Planning Coordinator.

Report of the **Executive Board.** Mr. Jerry Caamano reported that as many of you know we lost Bill Kennedy in early March. Bill was a charter member of the LEPC serving since 9-10-1987, representing firefighting. Bill was active on the Rules Subcommittee and made himself available regularly to the Planning Subcommittee for plan reviews. Bill was a true safety professional and will be greatly missed.

The LEPC has vacancies that have occurred, through the passing of Bill, and the retirements of both Mark Fischer (Lt. Channahon Police Dept.) and Carl Churulo (Chief Lemont Fire Dept.). To fill these vacancies the Executive Board recommends the following replacements:

Jeff Wold. Jeff is the Chief of Police from Channahon and will represent Law Enforcement.

Kent Adams. Kent is the Chief of the Romeoville Fire Dept. and will represent Firefighting.

Bill Schreiber. Bill is the Chief of the Peotone Fire Prot. Dist. and will represent Firefighting.

Upon a motion by Mr. Joseph Baltz, seconded by Mr. Tom Weigel, to accept these gentlemen to fill current vacancies on the committee. Motion Carried.

Mr. Caamano stated that Chief Jeff Wold will be added to the Rules Subcommittee; Chief Kent Adams and Chief Bill Schreiber will both be added to the Planning Subcommittee.

This concludes the report of the Executive Board.

Report of the **Planning Subcommittee**. Mr. Brian Rimbo informed the committee that the tier two reports that were due on March 1, as of today's date all regulated facilities that are to submit are in compliance.

There are 7 new 302 facilities in Will County and include: In Romeoville - Bunzl Chicago; Bolingbrook – LaGROU Distribution; Joliet – Menlo Worldwide Logistics – Petco #198 – Petco #198 Annex; University Park – Solvay USA; and, Bolingbrook – Sony DADC.

There is one new non-302 facility in Will County: Romeoville – Carolina Logistics Services.

Everyone should have received a copy of the latest revision of the Chemical Emergency Preparedness Plan reviews for the next revision will start in June or July depending upon the LEPC availability. Everyone is encouraged to see Lorie to inform her of your available dates for the next few months for these reviews.

This concludes the report of the Planning Subcommittee.

Report of the **Public Information Subcommittee**. Mr. John Cicero informed the committee that we have been a long time financial supporter of the Public Information Officer Summit. This will mark the 11<sup>th</sup> Annual PIO Summit, which has been scheduled for Tuesday, June 24 at Joliet Junior College. This half day training event will run from 8am to 12noon and will include review of techniques for press releases, crisis communications, and message mapping tips. Dave Gervino, Emergency Management Coordinator, External Affairs Unit for DuPage County Office of Homeland Security and Emergency Management will be presenting.

Fortunately we have been able to provide these programs free of charge to our first responder community. Although the speaker is free of charge, there will be minor expenses, anticipated not to exceed \$3,000.00. Motion by Deputy Chief Brad Hertzmann, seconded by Mr. Tom Wiegel to provide funding not to exceed \$3,000.00 for the PIO Summit. MOTION CARRIED.

This item is included in the Project Expense Report that will be presented under new business.

This concludes the report of the Public Information Subcommittee.

Report of the **Rules Subcommittee**. Mr. Robert Barber echoed the remarks of Chairman Caamano in the passing of Bill Kennedy. He was a key member of this subcommittee and he will be truly missed.

The Rules Subcommittee met on April 9, 2014 for the purpose of auditing the books of the Treasurer, which were found to be true and correct, with a copy of the report enclosed in your packet. Upon a motion by Mr. Anthony Purefoy, seconded by Mr. John Cicero the audit was approved as presented. MOTION CARRIED.

Attached is the donation report for 2014 as of today we have received \$12,780.00 in donations.

This concludes the report of the Rules Subcommittee.

**Old Business**. None

**New Business**. Chairman Caamano turned the meeting over to Vice Chair Harold Damron. Mr. Damron presented a Projects/Significant Expenditures Projections for the next two years. The first item funding for Regroup was approved by the Committee a few meetings ago, to pay for half of the expense. If we pay for two years now, we will receive a 10% discount.

WebEOC is an information sharing in a virtual environment. It has redundant servers and was paid for with a federal grant. It is available for municipal officials, industry; anyone who needs to be part of incident management in a crisis is eligible to utilize this software. Beginning next year we will need to start paying for maintenance. Annual maintenance is \$10,000, since the system is used for roughly 10% LEPC related projects, we feel that a fair share for the maintenance is \$1,000 per year.

IEMA (Illinois Emergency Management Agency) Conference is an annual training event which will be held September 3-4-5, 2014 in Springfield. In years past we have covered 4 to 5 members, hotel expense of those interested in attending.

Annual PIO Summit is a network training workshop to support and keep engaged our PIO's throughout the county. We have been fortunate to keep this expense at \$3,000.00.

Site Plan and Release Scenario Mapping. We have a wide variety of map styles that are submitted to the office. These maps are at times in very rough condition. We would like to clean up these maps. A person will be secured on a temporary basis for approximately 3 months.

Site-Specific Evacuation Planning. Site evacuation/traffic access routes is what this consists of, basically who is manning what locations and which way are we sending traffic in times of emergency. This too will have a person brought in on a temporary basis to update this section.

CAMEO Training. Computer-Aided Management of Emergency Operations is a software system used to respond to chemical emergencies and contains a mapping and plume dispersion components. We have a number of first response agencies who utilize this program. It is important to offer another training to our first responders. This will involve bringing in an outside instructor.

Command School. We've had Command School come in over the years with great interest. It has been sometime since they've been here. They have switched owners through the years, but still would like to bring them back. We have received tentative prices of \$10,000 to conduct this one day course x 4 days. The class holds 30 students, so we will be able to bring 120 students through the class.

Rail Safety Training. Is free of charge, the funds will be allocated towards refreshments at each session.

Emergency Quick Reference Checklist. A checklist for responders and field or coordination level. What should be done first, second, etc. Providing the checklist in both hardcopy and electronic versions.

Evacuation/Shelter-In-Place brochure. Is a booklet that we originally wrote several years ago, that needs updating and additional copies printed.

Conversation concerning the project proposal was had. Conversation occurred concerning exercises. It was informed that MABAS Div 15 is working on an exercise occurring in 2015 involving the railroad and the National Transportation Safety Board. Work is also being done on a foam task force and the standardization of box cards, more information to follow.

Deputy Chief Riddle asked if references could be checked on Command School. Mr. Damron said that is not a problem. DC Riddle motion to increase Command School to not to exceed \$12,000.00, seconded by Mr. George Muentnich, MOTION CARRIED.

Second motion by DC Riddle to approve the remaining planning and training projects, not to exceed \$20,000 in 2014, and not to exceed \$11,000 in 2015, seconded by Dr. Dave Mikolajczak. MOTION CARRIED.

Chemical Planner PC/Printer Replacement. Lorie's computer and printer is due for replacement. Lorie is our chemical planner.

Next order of new business consisted of a WebEOC demonstration, which was provided to the committee. The final order of new business was a Regroup demonstration, which was also provided.

No other new business.

PUBLIC COMMENT. None

COMMENTS OF THE COMMITTEE MEMBERS. None

NEXT MEETING will be Tuesday, October 21 and not the 28<sup>th</sup> as stated on the agenda.

Upon a motion by Mr. John Cicero, seconded by Mr. Chris Cleveland, meeting was adjourned.

Respectfully submitted,

*Brenda Lutz*

Brenda Lutz,  
Secretary/Treasurer

**WILL COUNTY LEPC MEETING – APRIL 29, 2014**

**MEMBERS PRESENT:**

Jerry Caamano, LEPC Chairman  
Harold Damron, LEPC Vice Chairman/Emergency Planning Coordinator  
John Cicero, LEPC Emergency Public Information Officer  
Brenda Lutz, LEPC Secretary/Treasurer  
Joseph Baltz  
Robert Barber  
Elizabeth Bilotta  
Chris Cleveland  
Bradley Hertzmann  
David Mikolajczak  
George Muentnich  
Brett Lardi (representing Meena Nainan)  
Anthony Purefoy  
Dave Riddle  
Brian Rimbo  
Mike Shorkey  
Tom Weigel

**ABSENT**

Jayne Casimere-Cain  
Charlotte Garrabrant  
Mike Hennessy

**GUEST:**

Kent Adams, Chief Romeoville Fire Department  
Bill Schreiber, Chief Peotone Fire Protection District  
Lorie Hardy, Will County EMA  
Thomas Riley, Homer Glen EMA  
Domingo Kaller, Will County EMA  
Roy Moscinski, ExxonMobil Pipeline  
Jeff Gish, Aux Sable Liquid Pipeline  
Dan Tasharsk, Oneok  
Tanner Hudson, Aux Sable Liquid Pipeline  
Jeff Shafer, Oneok