

Will County Local Emergency Planning Committee
34th Meeting of the Committee Members
Wednesday, May 4, 2011
11:30 a.m.
The Department – 205 N Chicago Street – Joliet, IL 60432

ATTENDEES

SEE ATTACHED

MINUTES:

The meeting was called to order by Acting Chair Harold Damron, with seventeen members present. Introduction of guests present occurred. Upon a motion by Mr. Tom Weigel, seconded by Chief Dave Riddle, the minutes from the previous meeting were approved as provided. The Treasurer's report was reviewed and upon a motion by Mr. Jerry Caamano, seconded by Lt. Mark Fischer the Treasurer's report was approved and placed on file for audit.

Report of the **Emergency Planning Coordinator**. Mr. Harold Damron announced that Kathy Allen, Manager, Hazardous Materials Section for Illinois Emergency Management Agency, will be presenting later in our meeting. Lorie Hardy has been out on an extended medical leave, so reports that we would normally have for this meeting concerning regulated facilities and tier, will occur at a future meeting. We received a letter of resignation from Bob Brown since our last meeting.

We have a few changes that impact LEPC, one of those is in the way we handle our FOIA request. The new state regulations mandate us to reply within 5 days of the request. We have received an increase in the number of FOIA requests as well this year. We have centralized the database that our incident reports are entered into, this allows us to search for them easily, instead of looking through file boxes.

Mr. Damron continued discussing changes in the special needs planning requirements. Will County has been obtaining information on our special needs population from public information brochures that are sent out by Exelon around the nuclear power stations and through the County's Special Needs Registry. We've been able to enter the data into CAMEO and Marplot to map the addresses, which was demonstrated. Question was asked if from this database a Codespear (Mass Dial) call could be sent to the residents. The Codespear call could not come direct from this database. However, the data can be easily placed in a spreadsheet and loaded into Codespear for a notification call. Question about the Exelon mailing. Exelon sends out a public information brochure that contains a postage paid postcard that inquires about special needs. These cards then come back to the county. Will County then sends follow up information to these citizens. Mr. Damron added that we have been working with Will County 9-1-1 who also has a need for gathering this data.

Mr. Damron updated the Board on the County's Hazardous Materials Team that has been in existence for the past twenty-five years. HazMat teams are being incorporated in many parts of the state into various MABAS Divisions. MABAS Division 15 over the past eight months has been working towards this goal, which

is incorporating our team with other fire departments who have an interest in hazardous materials response. Will County will still be supporting its members through the MABAS Division 15 Team.

March 23rd, Will County successfully participated in the Illinois Plan for Radiological Accidents (IPRA) Dresden Exercise. These exercises are scheduled six years out. It was a coincidence that the exercise was 5 days after Japan.

Mr. Damron concluded announcing Plainfield will be conducting an exercise this weekend which will include a hazardous materials component.

This concludes the report of the Emergency Planning Coordinator.

Report of the **Planning Subcommittee**. Mr. Brian Rimbo mentioned with Lorie on leave the full report of the Will County facilities will be provided at our fall meeting. The Planning Subcommittee will be reviewing facility plans over the summer. Mr. Rimbo encouraged members to participate in the process. Reviews will take place in July or August, more information to follow. Mr. Damron congratulated Brian on his recent Certified Emergency Manager (CEM) designation. CONGRATULATIONS BRIAN!

This concludes the report of the Planning Subcommittee.

Report of the **Public Information Subcommittee**. Mr. Jerry Caamano announced that the 8th Annual PIO Summit will be held on Monday, June 20th at 150 Operating Engineers in Wilmington. We have provided financial support for this training in the past. The total cost of the summit this year is \$8,045.00, with a pledge from the Will County Health Department of \$3,000.00. Deon Pillard, Will County EMA Chief Deputy Director provided background information on the presenter. Jerry Caamano motioned to cover the remaining cost of \$5,045.00 from the Will County LEPC; seconded by Chief Carl Churulo; MOTION CARRIED.

Jerry then discussed the development of a brochure outlining spill notification requirements and reporting requirements. Several years ago the LEPC had a brochure, which is now out of print. What is occurring is some companies are not notifying all agencies necessary. Jerry Caamano motion to approve spending up to \$1,500.00 for development, print, and distribution; seconded by Mr. Brian Rimbo; MOTION CARRIED.

This concludes the report of the Public Information Subcommittee.

Report of the **Rules Subcommittee**. Mr. Bob Barber informed the Board his committee met on April 11th to audit the books of the Treasurer for 2010. They found the books to be in order and presented the findings of the audit to the members. Bob Barber motioned to accept the finding of the audit; seconded by Dr. Dave Mikolajczak; MOTION CARRIED.

Mr. Barber presented a copy of the donation report to the members. As well as informed the Board that the Rules Subcommittee will be reviewing the Bylaws over the summer months and will present findings at our fall meeting.

This concludes the report of the Rules Subcommittee.

OLD BUSINESS: Mr. Damron announced that we will need to fill the vacancy of the LEPC Chairman which was left upon Don Gould's resignation. Mr. Damron accepted nominations from the floor, Dr. Mikolajczak nominated Jerry Caamano; seconded by Mr. Joe Baltz. No other nominations were received.

Motion to close nominations was made by Mr. Bob Barber; seconded by Mr. John Cicero; MOTION CARRIED. Tom Weigel motioned to cast an unanimous ballot for Jerry Caamano; seconded by Mr. Bob Barber; MOTION CARRIED. Congratulations Jerry!

As a result of the election, a vacancy as Emergency Public Information Coordinator has occurred, which will be filled at our fall meeting.

NEW BUSINESS: Mr. Damron introduced guest speaker, Kathy Allen, Manager of the Hazardous Materials Section of the Illinois Emergency Management Agency. Ms. Allen provided information from the State Emergency Response Commission (SERC).

PUBLIC COMMENT: None

COMMENTS OF COMMITTEE MEMBERS: None

NEXT MEETING: Tuesday, November 1, 2011, time and location to be provided.

Mr. Bill Kennedy motioned to adjourn the meeting; seconded by Dr. Dave Mikolajczak; meeting adjourned.

Respectfully submitted,

Brenda Lutz

Brenda Lutz,
Secretary/Treasurer
Will County Local Emergency Planning Committee

WILL COUNTY LEPC MEETING – MAY 4, 2011

MEMBER'S PRESENT:

Harold Damron, Acting Chair/Emergency Planning Coordinator
Jerry Caamano, Emergency Public Information Coordinator
Brenda Lutz, Secretary/Treasurer
Joe Baltz
Bob Barber
Elizabeth Bilotta
Carl Churulo
John Cicero
Mark Fischer
Brad Hertzmann
Bill Kennedy
Matthew Kolesar
Dave Mikolajczak
George Muentnich
Dave Riddle
Brian Rimbo
Tom Weigel

ABSENT:

Jayne Casimere-Cain
Charlotte Clark
Mike Hennessey
Anthony Purefoy
Mike Shorkey
AJ Wilhelmi

GUEST:

Deon Pillard, Chief Deputy Director, Will County EMA
Tom Murray, Deputy Director for Operations, Will County EMA
Roy Moscinski, ExxonMobil Pipeline
Jeff Gish, Right-Of-Way Agent, Aux Sable Liquid Products
Kathy Allen, Manager HazMat Section, Illinois EMA