

Will County Local Emergency Planning Committee  
37<sup>th</sup> Meeting of the Committee Members  
Tuesday, October 30, 2012  
11:30 a.m.  
The Department – 205 N Chicago Street – Joliet, IL 60432

## **ATTENDEES**

SEE ATTACHED

## **MINUTES**

The meeting was called to order by Chairman Jerry Caamano, with thirteen members present. Introduction of guests occurred. No media were in attendance. Upon a motion by Deputy Chief Dave Riddle, seconded by Dr. Dave Mikolajczak the minutes from the previous meeting were approved as presented. MOTION CARRIED. The Treasurer's report was given and upon a motion by Chief Carl Churulo, seconded by Mr. Anthony Purefoy to place the Treasurer's report on file. MOTION CARRIED.

Report of the **Emergency Planning Coordinator**. Mr. Harold Damron spoke of the October 19<sup>th</sup> ExxonMobil incident, informing the committee that Arsenal Road was quickly closed down; Elwood Fire, Will County Sheriff's Police, Will County EMA, Will County Health Dept., along with outside contractors responded quickly working very well together; investigation is still underway.

We received a grant through USDOT for pipeline which includes emergency planning and public awareness. The information gathering will be beneficial to all phases of planning. The plan will incorporate special facilities and functional need populations. The information will be made available to emergency responders through CAD (computer aided dispatch). The plan will assist Land Use Department officials when permits are pulled. There will be a public awareness piece specific to Will County. We've currently contracted with Bob Mierop to work on this project.

Will County's Hazard Mitigation Plan, which was written five years ago, will require revision by November, 2013, more news on this project at our May meeting.

Our mobile incident command vehicle has been seen by many and will continue to go to various meetings to be toured by first responders.

Some technical support items currently underway include: Nowforce, a web-based tool similar to CAD for EMA Duty Officers to record information on chemical reports. Annual the software cost is \$3,500.00 per year. Mr. Damron was asking the LEPC to cover \$1,500.00 per year of that cost. Upon a motion by Mr. Bob Barber, seconded by Mr. Jerry Caamano, to pay the annual cost of \$1,500.00 per year. MOTION CARRIED.

WebEOC is a web-based emergency information tool that Illinois, Cook County, Exelon Nuclear, and FEMA Region V are currently using. We have the opportunity to purchase the software through grant dollars. The pro-version will allow us to set up numerous accounts to include our local agencies and facilities, looking for rollout towards the end of winter.

Reminder, if you have not submitted your certificate for the Open Meetings Act, this must be done no later than December 31, 2012.

We will be offering through the Louisiana State University NCBRT a CAMEO (computer aided management of emergency operations) course November 28-29-30, 2012 at the Will County EOC. The software is free and available on the USEPA website.

This concludes the report of the Emergency Planning Coordinator.

Report of the **Executive Board**. Mr. Jerry Caamano announced the subcommittees have been very busy this summer and we truly appreciate the work that all of you have been doing, from updating the Chemical Contingency Plan, reviewing and updating our By-Laws, and the development of a brochure to assist our companies in their planning efforts and reporting requirements.

I wish to echo Harold's comments on the Open Meetings Act training; it is a requirement and needs to be completed by all members. It does not need to be completed at one time; you can break it up over several sessions. You will need to get a copy of your certificate to Brenda Lutz by the end of the year.

This concludes the report of the Executive Board.

Report of the **Planning Subcommittee**. Report to be held until the end of the meeting.

Report of the **Public Information Subcommittee**. Mr. John Cicero reported the committee is working on a brochure that will be included along with the annual donation letter to facilities in December. It remains in draft form, pending clarification from IEMA on a few points. Thank you to all members who assisted in the reading and re-reading of the brochure, it was greatly appreciated.

The 9<sup>th</sup> Annual PIO Summit was held on June 27, 2012 with 137 in attendance. The topic was on social media. The cost of the summit was under \$2,000.00, see attached report. Plans are underway for the 10<sup>th</sup> Annual Summit in 2013.

This concludes the report of the Public Information Subcommittee.

Report of the **Rules Subcommittee**. Mr. Bob Barber informed the committee that they have been reviewing the bylaws. On October 4<sup>th</sup> they met to finalize recommendations for changes. Members received copies of the bylaws. Highlights include sinking Vice Chairman and Emergency Planning Coordinator as one position; decreasing the Executive Board from nine to seven; attendance at meetings; changing the quorum to 50% from 40%. Upon a motion by Mr. Tom Weigel, seconded by Mr. Bill Kennedy, to approve the bylaws as presented. MOTION CARRIED. Mr. Barber wished to add a sentence at the end of Article IV Membership – Section IV Proxy Representative to read “**Attendance by proxy does not count towards the attendance of the appointed member.**” Chairman Caamano stated that would need to be brought up at our April 30, 2013 meeting for a vote.

This concludes the report of the Rules Subcommittee.

Report of the Planning Subcommittee will not occur during this meeting.

OLD BUSINESS. None

NEW BUSINESS. Ms. Melanie Howe from Enterprise Products introduced their company, which is stationed in Monee, IL. They have first responder training available that they wish to offer and have brochures available at the conclusion of the meeting for all members. She also will be available after the meeting if any member had questions about their facility.

Ms. Barbi Lee, USEPA mentioned she does have subarea plan and sensitive atlas maps available, if any member would like a copy, please contact Ms. Brenda Lutz.

PUBLIC COMMENT. None

COMMENTS BY COMMITTEE MEMBERS. None

NEXT MEETING will be held on Tuesday, April 30, 2013.

Upon a motion by Mr. John Cicero, seconded by Lt. Mark Fischer, meeting was adjourned.

Respectfully submitted,

*Brenda Lutz*

Brenda Lutz,  
Secretary/Treasurer

**WILL COUNTY LEPC MEETING – OCTOBER 30, 2012**

**MEMBERS PRESENT:**

Jerry Caamano, LEPC Chairman  
Harold Damron, LEPC Vice Chairman/Emergency Planning Coordinator  
John Cicero, LEPC Emergency Public Information Coordinator  
Brenda Lutz, LEPC Secretary/Treasurer  
Robert Barber  
Carl Churulo  
Mark Fischer  
Bradley Hertzmann  
William Kennedy  
David Mikolajczak  
Anthony Purefoy  
Dave Riddle  
Tom Weigel

**ABSENT**

Joseph Baltz  
Elizabeth Bilotta  
Jayne Casimere-Cain  
Charlotte Garrabrant  
Mike Hennessy  
George Muentnich  
Meena Nainan  
Brian Rimbo  
Mike Shorkey

**GUEST:**

Greg Handke, DHS  
Tanner Hudson, Aux Sable Pipeline  
Melanie Howe, Enterprise Products  
Chris Cleveland, Alliance Pipeline Company  
Scott Schwefel, SET Environmental  
Barbi Lee, USEPA Region 5