

LOCAL EMERGENCY PLANNING COMMITTEE  
**NOVEMBER 27, 2007**

**Stephenson County Highway Department**  
**295 W. Lamm Road**  
**1:00 PM**

**AGENDA**

1. CALL TO ORDER (Chairman)
2. ROLL CALL AND INTRODUCE GUESTS (Membership)
3. APPROVAL OF OCTOBER MEETING MINUTES (Membership)
4. IDENTIFY / REVIEW RELEVANT CHEMICAL INCIDENTS (EMA OFFICE)  
(MEMBERSHIP)
5. SUB-COMMITTEE REPORTS
  - Exercise Development  
Met November 20<sup>th</sup> – report
  - Tier II Committee  
Met November 16<sup>th</sup> – report
  - G.I.S. Committee
  - Membership Committee  
Site Visit November 15<sup>th</sup> – report
  - Chemical Response Plan  
Progress Report
6. IDENTIFY NEXT STEPS (MEMBERSHIP)  
It is Tier II Time – Discussion
7. CONFIRM NEXT MEETING DATE - **December 18, 2007**

# STEPHENSON COUNTY LEPC

## Meeting Minutes

Date: November 27, 2007

Time: 1:00 P.M.

Location: Stephenson County Highway Department  
Conference Room  
295 W. Lamm Road  
Freeport, Illinois 61032

### In Attendance

S. Alles	S. Allshouse	A. Auld	W. Bell
S. Coers	K. Countryman	M. Green	T. Groves
S. Holbert	J. Korte	M. Martin	M. Marti
G. Munda	M. Reed	D. Stoehr	T. Welch

### Absent with Prior Notice

F. Bruscato, J. Fox, M. Liebenstein, S. McLeod, Mike O'Grady

The meeting was called to order at 1:005 P.M. by Chairman Green.

### Introductions

There were no guests present.

### Approval of October Minutes

A motion to approve the minutes of the October 23, 2007 meeting was made by M. Marti and seconded by G. Munda. The motion passed.

### Identify / Review Relevant Chemical Incidents

The County Emergency Management Office has not been advised of a release or spill in the past 30 day period. The members present were unaware of an incident also.

### Sub-Committee Reports

- ▶ Exercise Development Sub-Committee  
Report attached as Annex One
- ▶ Tier II Sub-Committee  
Report attached as Annex Two
- ▶ G.I.S. Sub-Committee  
Mr. Groves advised that he is working with Mike Munda, from the Assessor's Office on creating the overlay showing all Tier II locations. Once the locations are plotted then additional data will be needed for the drop down boxes, from the Tier II Committee.
- ▶ Membership Sub-Committee  
Jean Korte advised that representatives met with Marty Reed at Farm Service's Ridott facility on November 15, 2007 about 10:00 AM. They were given a presentation regarding the preparations that were done to build the facility and

shown around the facility to review practices. The members present were very impressed with the thought and practices employed by Farm Service Company.

The next facility visit is Honeywell Plant 4 in January.

- ▶ Chemical Response Plan Review Sub-Committee  
S. Holbert advised that Frank Bruscato had called and because of a fire yesterday requiring Red Cross services, Frank could not attend today's meeting. Frank did advise that he has pretty much worked alone on the plan and needs some assistance. S. Holbert has scheduled a meeting with Frank on Friday the 30<sup>th</sup> of November and working together the plan should be ready for a review in December by the LEPC Committee as a whole and then forwarded to the Illinois Emergency Management Agency for Approval in January of 2008.

#### Identify Next Steps

Mert Green brought to the committee's attention, along with Marty Reed, that facilities with chemicals such as propane and anhydrous ammonia are being queried by the Department of Homeland Security on how much is on hand, how it is handled and other pertinent information. Both feel that there will be new Federal Regulation coming out in the future regard the storage, security and handling of these materials.

S. Holbert brought up the possibility of the Chairman forming a new committee in 2008 for the purpose of studying the areas around facilities to determine the populations that would be effected and potential evacuation routes. The purpose is to the lay the ground work for initial responders and speed up the processes regarding communication between all members of a unified command. This was discussed at the Tier II sub-committee and it was felt that we would start with Extremely Hazardous Sites first and then work down to Hazardous Sites. No action was taken on this, as it was brought up for members and the Chairman to consider.

#### Next Meeting Date

The Chairman asked the members present if they wanted to meet on the 18<sup>th</sup> of December. After a brief discussion it was determined to meet on the 18<sup>th</sup> of December as planned.

There was a motion to adjourn at 145 P.M. by K. Countryman and seconded T. Groves.  
Motion passed

Prepared by:  
Stephen Holbert, Secretary

## **Annex One – Exercise Development**

The sub-committee met at the Stephenson County Highway Department conference room on November 20, 2007 at 10:00 A.M.

The meeting began with a quick review of the decision made for the phase one portion of the exercise.

The sub-committee then reviewed pending open business:

- MABAS Application – submitted

- Agreements with MABAS Units – submitted

- ILEAS Arrangement – Calendar will not be out till January

- Hotel Information – SC-EMA waiting for EMA grant information

- Food Requirements – more info on how many to feed and how long is needed

- Controller Invitations – Colin is working on this - committee asked to submit names so invitations could be mailed before New Year begins

- Unified Command Training – No info as of yet

### **Phase Two**

With Scott McLeod's input the committee discussed Phase Two of the exercise. We need to coordinate the start of Phase Two with the departure of a train, and after that we should be able to get "track and time" (permission to use) for a specific part of the right-of-way from the railroad.

Note: Scott will have a better idea of what the traffic pattern is closer to the date of the drill, and we will coordinate the start of Phase One with that train information.

The committee discussed when to begin Phase Two, regarding Phase One's operation. It was agreed that the controller in charge will make the decision to begin Phase Two when:

- Incident Command has transitioned to Unified Command

- There is an Incident Action Plan in place

- Operational control of the phase is good

- Clearance is given by the Canadian National RR it is clear to start

Phase Two will begin with a phone call from the Canadian National RR Emergency Center to the Freeport 911 Center advising of a derailment.

- The Center will not know the exact location of the derailment just that it is between two specific miles posts

- The RR calls Wallace Yard, Island Yard (after Island Street) which could lead to some confusion

- If the Train Crew is incapacitated then there will be no consist list for responders to have access to, and responders will have to have email access so one can be sent to them.

Units dispatched will be the rural units manning the Freeport Fire houses.

Access to the location of Drill Train will be by the dirt road at the foot of Island Ave, which crosses all the tracks and units can travel east and west on it. Access is also available from Rt. 26 just north of the bridge that crosses the right-of-way.

As this is also a HAZ MAT portion of the exercise, the committee discussed the weather. It was determined to "play the weather conditions, especially wind speed and direction, as they actually are.

The committee discussed what should take place first, crew rescue or haz mat operations. Railroad practice is to place cars containing dangerous good, 5 cars away from the engines. After a short discussion the committee determined to run the HAZ MAT first. If the weather is favorable, the crew rescue can happen right away. If not then the crew rescue will have to wait.

The Canadian National is providing a locomotive and a group of rail cars for the consist. Scott advised that we should focus on the dangerous good that are most common to our area. Ethanol was discussed along with a couple of extra chemical compounds. He suggested talking to Mert Green and seeing if we could use a couple of empty tank cars headed for Adkins. He, Scott, will also check to see if there is an empty CO2 car being moved at the same time we could use.

Incident Command needs to be quick to realize that:

- This is a haz mat problem

- They do not have ready information on what is leaking

- There is assistance from the RR available, but it will take almost 90 minutes to arrive
- Mutual aid for haz mat is going to take at least 90 minutes to arrive, deployment takes even longer

- The Rail Road is still operating, and precautions need to be taken to keep the RR in the "loop"

- There will need to be some determination of what caused the derailment

- Coordination of resources has to take place between both existing incident commands (set up an area command)

Tom Korte pointed out the time limits the committee needs to aware of, as 10 hours was budgeted for haz mat and tech rescue teams. This was discussed and the activation of those teams may need to be staggered so that their 10 hours takes into account time spent in staging and time in the exercise.

Staging was discussed also and invited participants from outside the area will be placed into a pre-staging area until toned out or requested. Once requested an appropriate amount of time will be counted off before units are released by controllers to respond as directed by Incident Command or the EOC.

Note: The December 11<sup>th</sup> meeting **has been changed to December 12<sup>th</sup> 10:00 A.M.** at the Stephenson County Highway Department.

Prepared by - Stephen Holbert

## **Annex Two – Tier II**

The sub-committee met on November 26 in the EMA Office at 200 P.M. Carried over from the last sub-committee meeting was the use of Landview 6 and its integration into the Cameo suite of programs for the purposes of mapping a plume using the Aloha plume program. Stephen had contacted the State and sought some guidance in this subject. It turns out that the Marplot program used in the Cameo suites won't communicate with the Marplot program in the Landview 6 program.

The sub-committee worked with this for some time and finally it was decided that more study would be needed. Dan took the program and the contact information and will work with it some more.

There was a discussion about the use of the Cameo program. The Cameo part of the suite of program lists all facility information to include addresses, contact, chemicals, storage and other minor information. Once this information is placed in Cameo, the facility information is "shared" with the marplot program along with the plume information from the Aloha program. The official program used by the State of Illinois is the Cameo and we decided to keep trying.

The use of the County G.I.S. system was discussed also. The sub-committee decided that we should use this technology to help identify the danger zones, based on chemical, weather, and volume of escaping material. Once this information is realized we would then add it to each facility's LEPC folder.

Information needed from the facilities in the coming Tier II reporting period was discussed. We will need more specific container type and physical size information which is needed to plot plume information with Aloha.

The meeting ended at 3:15 P.M. The next sub-committee meeting is December 17<sup>th</sup>, at 2:00 P.M. in the EMA Office at 295 W. Lamm Road

Prepared by – Stephen Holbert