

MONTGOMERY/GREENE COUNTY  
LOCAL EMERGENCY RESPONSE COUNCIL

MGCLERC Meeting Minutes –  
01/31/2003

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**MINUTES OF MEETING**

**FRIDAY, JANUARY 31, 2003**

**MIAMI VALLEY REGIONAL PLANNING COMMISSION  
40 WEST FOURTH CENTRE, 3<sup>RD</sup> FLOOR CONFERENCE ROOM  
DAYTON, OHIO 45402**

**MEMBERS PRESENT**

Robert Bauer - Citizen  
Patricia Bernitt - Greater Dayton Area Hospital Assn.  
Dennis Bristow – Regional Haz/Mat Coordinator  
Frank Clay – Sinclair Community College  
(Alt. for Jennifer Wise)  
Tim Denger – Greene Co. Public Works  
Judy Elder – American Red Cross Greene County  
Maj. William Gooden – WPAFB Bioenvironmental  
Rob Gunter – County EMAs (MVEMA)  
(Alt. for Rosanne Anders)  
Holley Hanes – General Motors Corporation  
Ralph Harper – Greene County Commissioners  
Beth Lackey – Greene Co. Health Department  
Pete Lane - OSU Extension – Montgomery County  
Ken LeBlanc - Miami Valley Reg. Planning Comm.  
Gerry Mahan – OSU Extension – Greene County  
Ron Moorefield – Amateur Radio Emergency Services  
Fran O’Shaughnessy– American Red Cross- Dayton  
Deborah Preston - Montgomery County Twp. Assn.  
(Alt. for Doug Zink)  
David Price - Greene County Fire Chief’s Association  
Tim Reichard - Ashland Chemical  
Kevin Sedensky – Montgomery County Commissioners  
(Alt. for Charles Curran)  
Donna Winchester – Dayton Water Department

**ALTERNATE WITH MEMBER PRESENT**

Kim Mason – Greene Co. Public Works

**MEMBERS NOT PRESENT**

Raymond Baker – Wright-Patterson AFB  
Tim Ballard – Mont. Co. Sanitary Engineering  
Tom Byrne – DELPHI  
Angie Duvall – Cargill, Inc.  
Lester Flohr – Dayton Fire Department  
James Gross - Reg. Air Pollution Control Agency  
Robert Miles - Montgomery Co. Fire Chiefs  
Jim Napier – Greater Dayton RTA  
Michael Phillips – Mont. Co. Combined Health District  
John Prugh - Greene Co. Law Enforcement Assn.  
Jerry Rapp – Tate & Lyle  
Aaron Smith – ChemFirst Electronic Materials, Inc.  
Bruce Sucher - Dayton Area Managers Association  
David Vore - Montgomery Co. Police Chiefs Assn.  
Nancy Wilson – WHIO-TV, WHIO/WHKO Radio  
Carol Winslow - League of Women Voters

**NONMEMBERS PRESENT**

Bill Burkhart – Mont. Co. Combined Health District  
Jeff Cooper – Mont. Co. Combined Health District  
Col. Glenn Goddard – WPAFB Bioenvironmental  
Robert Huffman – Amateur Radio Emergency Services  
Brooks Kirkland – American Red Cross – Greene Co.  
Jeff Jones – Miami Valley Regional Planning Comm.  
Mitch Lach – Miami Valley EMA  
Jim Lewis – Amateur Radio Emergency Services  
Rob Lunsford – Amateur Radio Emergency Services  
Joe Reno - DELPHI

I. **Call to Order:** Mr. Reichard called the meeting to order at 8:35 a.m. He noted a quorum was present.

II. **Introductions:** Mr. Reichard asked everyone in attendance to introduce themselves.

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**III. Approval of October 25, 2002 Minutes:** Ms. Winchester moved, seconded by Mr. Moorefield that the minutes of the October 25, 2002 quarterly meeting be approved as submitted. The motion was unanimously approved. (21-0-0)

**IV. Election of Officers and Appointment of Coordinators:** Mr. LeBlanc noted the MGCLERC ByLaws call for the rotation of the Vice-Chair to the Chair position each year and Mr. Reichard will be the MGCLERC Chair for 2003. Mr. LeBlanc also noted Ms. O’Shaughnessy has offered to serve as MGCLERC Vice-Chair for 2003. Mr. Harper moved, seconded by Mr. Mahan, that nominations be closed and Ms. O’Shaughnessy be elected as MGCLERC Vice-Chair. The motion was unanimously approved. (21-0-0) Mr. Bristow moved, seconded by Ms. Bernitt, that Mr. Bauer continue as MGCLERC Secretary. The motion was unanimously approved. (21-0-0) Mr. Price moved, seconded by Ms. O’Shaughnessy that Mr. Bristow continue as MGCLERC Community Emergency Coordinator and Mr. LeBlanc continue as MGCLERC Information Coordinator. The motion was unanimously approved. (21-0-0)

**V. Allocation of HMEP (9<sup>th</sup> Year) Grant to MVRPC and the EMAs:** Mr. LeBlanc reported that the MGCLERC has received reimbursement for the planning portion of its Hazardous Materials Emergency Preparedness grant in the amount of \$14,643.56 and that amount has been transferred into the MGCLERC fund at the Montgomery County Auditor. He noted the amount included \$10, 675 from the original grant award and a supplemental \$3,968.56 awarded when some LEPCs did not apply for reimbursement. The work products were hazards analysis prepared for facilities with extremely hazardous substances and hazardous materials truck surveys. MVRPC and MVEMA staff worked on the projects. Since MVEMA has been dissolved, Mr. LeBlanc noted Resolution #2003-01 calls for the distribution of the HMEP planning grant award 50% to MVRPC and 50% to be allocated to Greene County and Montgomery County in a proportion set by the division of assets of the MVEMA. Mr. Gross moved, seconded by Ms. Winchester, to authorize the transfer of \$7,321.28 to MVRPC and \$7,321.28 to Greene County and Montgomery County in a proportion set by the division of assets of the MVEMA. The motion was unanimously approved, with Mr. LeBlanc abstaining. (20-0-1)

**VI. Submission of 2003 SERC Grant Application:** Mr. LeBlanc reported a grant application has been prepared to submit to the State Emergency Response Commission for 2003. He noted the grant request is for a total of \$90,000, including \$84,000 for LEPC operation and \$6,000 for local fire department training. Grants to LEPCs will be awarded after the money in Ohio’s Emergency Planning & Community Right-To-Know Fund is totaled at the end of the State Fiscal Year and the approved funding formula is applied to the amount. Mr. Lane moved, seconded by Mr. Price, to authorize submission of the 2003 SERC Grant Application. The motion was unanimously approved. (21-0-0)

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**VII. Information Coordinator Report:** Mr. LeBlanc noted the Dayton Fire Department wants to participate in truck and rail surveys this year. They will be conducted this summer and any other fire departments that want to participate should contact him. He also reported the State Emergency Response Commission has four LEPCs, including MGCLERC, and about 80 facilities participating in an electronic submissions pilot program in 2003. Facilities will download the program from the USEPA web site. The goal is to have a final program and process in place for the March 2004 filing deadline. The SERC will be reviewing the formula used to calculate the annual grant awards to LEPCs. He noted the LEPCs now receive set amounts related to base function, compliance activities, plan concurrence, exercise, and fire department training. Variable factors include hazard analyses, fees paid by facilities in the county, and first-time filers.

Mr. LeBlanc noted the MGCLERC Executive Committee met on January 15 to explore the impact to MGCLERC on the dissolution of the two-county Miami Valley Emergency Management Authority (MVEMA) and placement of the emergency management functions within existing departments in each county. He said the MGCLERC has an agreement with the Miami Valley Regional Planning Commission and the MVEMA to provide staff support services, and distributed it to those present. The MGCLERC will have to renegotiate the services provided by the MVEMA, possibly with each county emergency management department separately or some combined mutually-agreeable arrangement, or possibly with some other entity. Questions have arisen about the impact on exercise and plan requirements. Mr. LeBlanc said a letter will be sent to SERC by the MGCLERC Chair asking for clarification on the questions. He also noted a list of recommended member and alternate changes will be forwarded to the Greene and Montgomery County Commissioners the first week of February and should be acted upon by the SERC on February 12.

**VIII. Community Emergency Coordinator Report:** Mr. Bristow reported the Perma-Fix Corporation submitted a bid for work involving neutralized VX nerve agent. It would be neutralized on-site and shipped to Perma-Fix for final processing and disposal. Final disposal would occur through storm sewers. He has been investigating the substance and noted the neutralized agent will have a “skunky” smell before final processing. Special training for emergency responders is being planned. If the proposal is successful, November 2003 would be the earliest the substance will be arriving in the area. He also noted Weapons of Mass Destruction training for both Montgomery and Greene Counties is moving along. Sinclair Community College facilities will be used to videotape the training and a Cincinnati group will provide it free of cost.

**IX. Other Business:** Ms. Anders noted there will be a class on WMD Public Awareness in Greene County. Information on the class was available at the sign-up table.

**X. Adjourn:** Mr. Mahan moved the meeting be adjourned at 9:00 a.m., seconded by Mr. Moorefield. Motion unanimously approved. (21-0-0)

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**XI. Special Presentation – Fran O’Shaughnessy – American Red Cross:** Ms.

O’Shaughnessy, Director of Emergency Services with the American Red Cross Dayton Chapter, gave a presentation called “Together We Prepare.” The presentation reviewed creation of personal and family disaster plans, including communication plans, meeting places, assembling disaster supply kits, and knowing school and workplace disaster plans. Items that should be addressed in general disaster response training include:

- Individual roles and responsibilities
- Information about threats, hazards and protective actions
- Notification, warning and communications procedures
- Means for locating family members in an emergency
- Emergency response procedures
- Evacuation, shelter and accountability procedures
- Location and use of common emergency equipment
- Emergency shutdown procedures
- First Aid, CPR and AED training

Shelter-In-Place and evacuation procedures were also outlined. The “Check-Call-Care” emergency action steps and disease prevention steps were also discussed.