



**Adams County
Local Emergency Planning Committee
January 16, 2014
Meeting Minutes**

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Next Adams LEPC General Assembly Meeting

- **April 17th 2014, 11:00pm – 1:00pm**
- The date is tentative at this point. Conversations after the meeting indicated that multiple conflicts with meetings and exercises around the region could conflict with this date. The finalized date will be communicated to all members as soon as possible!
- Consensus amongst attendees indicated that holding the meeting over the regular lunch hour would work better with individuals' schedules as well as provide more opportunity for members of the public to attend.
- We are also looking to hold our next meeting at an industry partner location. Jason Finehout of Denver Water offered to host the next meeting in April and provide a brief presentation to the committee. We greatly appreciate this wonderful offer and will confirm with the



group once we hear back of the location availability.

Meeting Topics:

County LEPC Resolution – Passed November 25th (See Attached)

- **LEPC Executive Board Process:** Two Participants from each of the following groups will be solicited to serve on the Executive Board for a two year term. Adams County Government representation from specific departments will be appointed by the Commissioners on even years. External agencies, industry and community partners will be appointed on the odd years. Executive Board members are required to attend at least 3 of 4 general assembly meetings. ****Some positions still need representation!***
 - Adams OEM
 - Tri-County Health
 - Adams County Planning Department
 - Adams County Building Safety Division
 - ***Local Fire Departments/Districts****
 - Adams/JeffCo Hazmat Authority
 - Adams County Sheriff's Office
 - ***Private industry (having Tier II requirements)****
 - Public interest or community group
 - Local area hospitals
- Each of these Executive Board positions will need to be filled, and then all the nominees will be formally appointed by the Commissioner's Office.
- Officer Elections: After all Executive Board positions are filled, elections will be held for those interested in President, Vice-President, and Secretary. The Treasurer position will be filled by the Adam Office of Emergency Management. The first election will take place electronically via email to expedite the process and have positions established before the April meeting.
- **(?) Question from Marilyn Losoya:** What are the time requirements for executive members?
 - **Answer:** Executive Board members are required to attend at least 3 of the 4 general assembly meetings. No other time out of



the meetings is required. If board members are interested in running for an office position: President, Vice-President, or Secretary, it is estimated that individuals will have to commit 12 hours annually (1 hour per month) performing LEPC activities outside of the general assembly meetings.

- **Benefits to having an Executive Board**
 - Assist with organizing meetings and addressing the collective needs of LEPC members, agencies, and industry partners.
 - Assist in plan development and editing process for approval
 - Help develop external tours, external outreach and partnership building with industry and the community
 - Free OEM Staff:
 - Data analysis, outreach, mitigation planning

- **January notification to all Tier II facilities in the County**
 - Instructions are described on our website
 - Electronic submission process through the EPA Tier 2 Submit
 - All paper submissions will be mailed back to facilities
 - 2013 Tier 2 Submit Changes: Requirements for longitude and latitude and clarification of industry position titles (i.e. Facility Emergency Coordinator, Parent Company, Tier 2 Information Contact, etc.)
 - Are there any objections to the current process? No, currently state process dictates all electronic submission process and our process follows along those lines.

- **OEM Outreach and public education**
 - Develop facility videos for public information purposes that will be available on the website
 - LEPC Member Comment: To be sure to show impartial view on fracking to show the risks of potential emergencies to individuals. Be sure not to promote or condemn the process, rather information on staying safe if something were to occur.



- Talk with Anadarko, Nobel and Encana to help promote a public education initiative.
- Compliance: non-reporting facilities, tours, etc.
- **Current Events:**
 - West Virginia spill of 4-methylcyclohexane methanol a chemical used in the coal mining process.
 - Lack of data on the MSDS for toxicity, carcinogenicity, and toxicity.
 - Illustrates an increased need for data analysis of chemical combinations at facilities near water sources.
- **Follow-up To Do's:**
 - Bylaws will need to be updated to address the responsibilities of the OEM Coordinator in support of the LEPC and Tier 2 data collection, and the election process for executive board members.
 - Continue to stay up on the CSB investigation of the spill in West Virginia and look into current data to see if the same company is operating in Adams County.
 - To identify the date and time for the next LEPC Meeting in April and get that out to the group. Also look into providing lunch at the next meeting (if you have any dietary concerns, please contact rdoyle@adcogov.org).

2014 Meeting Schedule: Tentative 3rd week of the quarter

- **January 16th 2014, 1:30pm – 3:00pm** Completed
- **April 17th 2014, 11:00am – 1:00pm** Tentative date
- **July 17th 2014, 11:00am – 1:00pm** @ TBD
- **October 16th 2014, 11:00am – 1:00pm** @ TBD