



## February 27, 2017 Adams County LEPC Meeting

### Minutes

**Attendees List:** Please see attached!

**Location:** Adams County Government Center, Platte River “D” Conference Rm., 4430 S. Adams County Parkway, Brighton, CO 80601

#### **Call Meeting to Order / Introductions ~ Abel Montoya**

The meeting was called to order by Abel Montoya, Chair, at 11:05 a.m. Introductions of attendees were done.

The Chair introduced and recognized Ron Sigman, the Emergency Services Coordinator with the Adams County Sheriff’s Office, as a new Executive Board Member. The Chair also recognized and presented a Certificate of Appreciation to Karl Smalley for his service as an Executive Board Member for the last two years.

Four other Executive Board Members, Glenn Grove, Rob Martinez, Deanne Kelly, and Abel Montoya, were reappointed by the Board of County Commissioners for another two years. They also were recognized and were also presented a Certificate of Appreciate for their service.

The final recognition went to Christine Francesceni, who was presented a Certificate of Appreciation by the Chair for serving as legal advisor to the Executive Board for the last two years.

#### **Approval of December Meeting Minutes ~ Abel Montoya**

A motion to approve the December meeting minutes was made by Tony Congram and a 2<sup>nd</sup> by Glenn Grove. The meeting minutes were unanimously approved with no changes.

#### **Election of New Officers to the Executive Board ~ Christine Francesceni**

Christine introduced the requirements for the election of new officers per the by-laws. Only Executive Board Members can nominate and vote for Officers of the LEPC. The following positions were nominated and all were unanimously approved:

- Chair - Abel Montoya – nominated by Rob Martinez
- Vice-Chair - Glenn Grove – nominated by Rob Martinez
- Secretary - Deanne Kelly - nominated by Tony Congram

## **Legislative / Regulatory Update ~ Christine Francescani**

Christine discussed the PHMSA (pipeline regulations), 49 CFR 192-PHMSA-2001-0019 regarding flow valves, etc. to become effective April, 14, 2017. This regulation will include single family & multi-family homes, and small commercial entities. It will be enforced for new construction or upgraded construction significant enough that it would require a permit.

## **Continuing Business ~ Richard Atkins**

- Hazard Vulnerability Assessment Update – Richard provided a handout that outlined the process of how the risk vulnerabilities and prioritization are determined. Once an update to the Top 10 RMP facilities in Adams County is completed then the LEPC will begin working with these facilities to on their emergency plans and to increase awareness of the hazardous for their community partners.

The action steps required include:

- Develop a subcommittee (At least 3 members are needed to staff)
  - Utilizing Tier II data, and Rapid Assessment Map book to identify vulnerable communities complete spreadsheet
  - Develop and prioritize mitigation strategy and action plan
- ESF 10 Annex (Hazardous Material Response Plan) – The Annual Review Process has been completed! If anyone has additional changes are needed, please forward them to Richard. There will be one more distribution of the plan forthcoming with emergency phone contact numbers for oil and gas pipelines.
  - Public Education & Outreach – Marilyn Losoya volunteered and was appointed chair of this subcommittee. Marilyn would like to have 5-6 members on this subcommittee.
  - 2016 Tier II Submit Update – 2016 Submittal process is underway. The deadline for submittal is March 1st. Richard stressed the importance of submitting the information even if it is late. Adams County does not have its own separate process but participates in the one submittal process with the state.
  - Spill Reporting Update – During the last few months, most of the reported spills have been sanitary sewer overflows (6-reports). Most were released into some type of waterway. Other spills included a hydraulic fluid release (60 gallons), a transportation accident diesel spill (150 gallons), and a sulfur dioxide release above the permitted amount from a facility.

**Lunch** ~ Provided by Adams County Office of Emergency Management

**Presentation** ~ Fran Santagata, CEPC Liaison with DHSEM

*“Overview and Review of Updates from the Colorado Emergency Planning Committee”*

## **Old Business**

- LEPC By-Laws Update Sub-Committee Report - Richard reported that the Adams County LEPC By-Laws is still being drafted. The Subcommittee has taken the by-laws through several revisions. A copy of the red-lined version was available at the meeting for review. Richard will email a copy of it so anyone can add their own changes to the document. Many of the changes are to do possible e-organization of the LEPC.

- Executive Board Openings - Richard Atkins reported that we have been short two hospital representatives on the executive board since December. One of the changes in the By-laws is a proposal to change this requirement to include medical representatives (not specifically only hospital). Applications can be made through the Adams County website

#### **New Business**

- The proposed dates for the 2017 LEPC meetings are: Feb 27<sup>th</sup>, April 24<sup>th</sup>, June 26<sup>th</sup>, August 28<sup>th</sup>, October 23<sup>rd</sup>, and December 18<sup>th</sup>. A motion was made by Anthony Congram and a 2<sup>nd</sup> by Glenn Grove. The 2017 meeting dates were approved without discussion.

#### **Additional Announcements**

- Adams County Chemical Safety Workshop – June 6<sup>th</sup> at the Adams County Government Center (8am-12pm). It will focus on state and local capabilities including the LEPC role working with the facilities and how the LEPC uses this information. This workshop is Adams County specific and will be open to only Adams County representatives at first. It will then be open to representatives from other areas outside the county. This training could possibly take the place of the June LEPC meeting.

#### **Next Meeting**

The next meeting will be on Monday, April 27, 2017, at the Adams County Government Center from 11:00 am to 1:00 pm.

#### **Adjourn ~ Abel Montoya**

The meeting was adjourned at 12:45 pm.

*Meeting minutes respectfully submitted by Deanne Kelly, Tri-County Health Department, LEPC Secretary.*