



**Adams County
Local Emergency Planning Committee (LEPC)
April 15, 2014
Minutes**

Special Thanks!

Thank you to Brian O'Malley, Stan Thurber, and everyone at Metro Wastewater Reclamation District for their time and support of our LEPC. For those who weren't able to attend, Brian organized shuttle services and worked with security to get everyone to the meeting as well as providing a great venue and tour of their facility and even helped clean up the lunch mess afterwards. Thanks again for all you've done and continue to do to help support our LEPC!

Attendees List: Please see below

Meeting Topics:

New Executive Board: Members serve a two year term and provide specialty knowledge related to hazardous materials and fulfill the recommended representation within EPCRA.

- Adams Emergency Management: Ryan Doyle
- Tri-County Health: Deanne Kelly
- Adams County Planning Department: Abel Montoya
- Adams County Building Safety Division: Jim Williamette
- Local Fire Departments/Districts: Rob Martinez
- Adams/JeffCo Hazmat Authority: Glenn Grove
- Adams County Sheriff's Office: Karl Smalley
- Private Industry: Brett Burrough and Marilyn Losoya
- Public Interest: Julie Blair and Johnna Crawford
- Hospital: Patrick Conroy and Josh Rogers

Approval of the Bylaws (4-10-14 version):

- Bylaws were approved on the understanding that as processes, schedules and responsibilities become more solidified in the coming



- year edits will continue to be made. All edits will be shared with the Executive Board and voted on as needed.
- **Action Item:** Planned Edits (*Assigned to Ryan Doyle*)
 - Page numbers needed.
 - A clarification is needed (Article III Sect. 2), the Executive Board has the ability to remove general assembly members who attend less than 50% of the annual meetings from the annual roster submitted to the CEPC. Colorado State Statute provides immunity protection for LEPC planning activities. To do so, an annual membership roster is submitted to the CEPC. The LEPC Executive Board has the ability to remove a general member from this due to a lack of participation. The Executive Board however does not have the ability to remove a sitting Executive Board member. That power rests with the Board of County Commissioners.
 - 1st by Jim Williamette and 2nd by Rob Martinez
 - Thank you for all involved in editing and getting them to their current state!

Officer Elections were held:

- Chairman : Patrick Conroy, University of Colorado Hospital
 - 1st by Ryan Doyle, 2nd by Jon Brown
- Vice-Chair: Abel Montoya, Adams Planning Department
 - 1st Abel Volunteered, 2nd by Jim Williamette
- Secretary: No Nominations (June Agenda Item)
 - Email rdoyle@adcogov.org if interested.
- Treasurer: Ryan Doyle, Adams Emergency Management
 - LEPC Budget line sits within the OEM.

Spill Reporting Process Improvement:

- Online spill submissions will soon (mid-May) be available on the website.
 - This will serve as a supplemental way for facilities to submit spill reports to county/LEPC but traditional phone call will always be available.



- Discussion:
 - How do we improve the information/ data we receive?
 - How do we encourage facilities to report?
 - Do they fully understand the threshold quantities?
 - What will we use this information for?
- Possible education or outreach to companies to explain the importance of reporting, in the communities right-to-know, vulnerability analysis and clean-up.
- **Action Item:** Contact Greg Stasinov with CDPHE to determine reporting requirements, the process for reporting, how they communicate with stakeholders, and how the information is cross-compared to identify reporting shortages. Also possible opportunity to talk with the LEPC about their process. (*Item Unassigned*)
- Question: Does the LEPC track or deal with Meth Labs?
 - Answer: No. That is often the responsibility of Tri-County Health Department within Adams County.

Pipeline Safety for Responders, Outreach, and Planning

- Pipeline identification
 - **Action Item:** Utilize the National Pipeline Mapping System and gain PIMMA Access in conjunction with County GIS to identify vulnerable zones. (*Assigned: Ryan Doyle*)
- Outreach Initiatives
 - **Action Item:** Talk with Anadarko, Nobel and Encana to find out current programs to promote public education about pipeline safety for both first responders and the public. Report back to the LEPC. (*Item Unassigned*)
- Training Opportunities
 - Develop Tabletop exercises that test knowledge, lines of communication and ICS. Include local police, fire, EMS, facility/ pipeline operators, dispatch, OEM, and PIOs.
 - LEPC will define the goals of these exercises in conjunction with Adams OEM Training and Exercising.
 - LEPC Sponsored Trainings for Fire Districts.
 - **Next Steps:** Talking with Fire Training Officers. (*Unassigned*)

Heather McDermott
DIRECTOR



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- What trainings are currently available?
- What trainings are important to support and improve safety?
- What training with hazmat do first responders want?
- Develop timelines for trainings?
- Who will teach?

2014 LEPC Schedule:

- According to a doodle poll by the Executive Board, it has been determined that the LEPC will meet on the 4th Tuesday of all even months (six per year) during lunchtime from 11:00am-1:00pm. The first half hour will address Executive Board Agenda Items and if possible all meetings will offer lunch. All are welcome to attend but the General Assembly Agenda will not begin until 11:30am.
- **Next Meeting: June 24, 2014 @ University of Colorado Hospital**
 - Sponsored by Chairman Pat Conroy.
- Future Meetings:
 - August 26, 2014 @ TBD
 - October 28, 2014 @ TBD
 - December 23, 2014 @ TBD

Below Attendees List: * Call-in

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Brian O'Malley	Metro Wastewater Reclamation Dist	303-286-3456	bomalley@mwrddst.co.us
Megan Romano	Suncor Energy Pipeline	307-775-8117	mramano@suncor.com
Stan Thurber	Metro Wastewater Reclamation Dist	303-286-3000	
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Jim Williamette	Adams County Neighborhood Services	303-325-1878	jwilliamette@adcogov.org