

LEPC #5 Meeting Minutes

January 6, 2020

(Washington County towns of Barre City, Barre Town, Berlin, Cabot, Calais, Duxbury, East Montpelier, Fayston, Marshfield, Middlesex, Montpelier, Moretown, Northfield, Plainfield, Roxbury, Waitsfield, Warren, Waterbury, Woodbury, Worcester and the three Orange County towns of Orange, Williamstown, and Washington)

Present

Katina Johnson, Chair

Stephen Bailey

Joshua Craig*

Karl Lander*

Lisa Hulberg

Jonathan Scott

Graham Colgan

Sarah Nolin

Bruce Richardson

David White

Joseph Aldsworth

Grace Vinson*

* Non-voting Representative

Organization

Berlin Emergency Management Team

NGL Energy Partners

NGL Energy Partners

Duxbury EMD

Vermont Creamery, EHS Professional

Central Vermont Medical Center

Rock of Ages

VT Department of Health

Berlin Emergency Management Team

Vermont State Police

Barre City Fire Department

Central Vermont Regional Planning Commission

1. CALL TO ORDER

Vice Chair Joseph Aldsworth called the meeting to order at 6:40 PM.

2. WELCOME AND INTRODUCTIONS

Introductions were made around the table.

3. ADJUSTMENTS TO THE AGENDA

None.

4. PLAN PRESENTATION- STEPHEN BAILEY, NGL ENERGY PARTNERS, LLC

Stephen Bailey presented NGL Energy Partners, LLC Emergency Action Plan. Joshua Craig noted that all NGL employees go through ICS training and first aid training. Stephen Bailey explained the ESD (emergency shut down) procedure that shuts off all power and electric inside the plant in event of emergency. The group discussed the evacuation zone; a GMP generating station lies within the evacuation zone.

Questions & Answers

Joe Aldsworth: Do you ever stage cars to be offloaded? How many cars?

Stephen Bailey: The railroad will come in and pull empty cars.

Joseph Aldsworth: How do you know if they're empty?

Stephen Bailey: We have gages inside the office and could also use a thermal imager. We do a daily inventory to measure the amount of product in tanks. Tanks are full for maybe a day at the most. On a typical day we move 400,000 gallons a day at 30,000 gallons a rail car.

5. VEM UPDATE REPORT AND TRAINING OPPORTUNITIES

Johnson noted that Emily Harris was not available to attend the meeting. Grace Vinson at CVRPC passed on the following information from VEM:

- Governor has requested a Public Assistance disaster declaration for Washington County from the October 31 – November 1 storm. FEMA will review this request and make a recommendation to the president, who will ultimately approve or deny the request. It can take several weeks for this decision to be made.
- G191 ICS/EOC interface will be held in Waterbury on Saturday, February 22, 8:30am-4pm. Details are in the LMS.
- Homeland Security Exercise and Evaluation Program Course will be held in Colchester on April 4-5, 8am-4:30pm each day. Details are in the LMS.
- AWR-136 Essentials of Community Cyber Security will be held in Waterbury on May 6, 12-4pm. Details are in the LMS.
- ICS 402 training will be coming to Chittenden County in April. Date TBD
- Please complete the partner engagement survey (below) that closes the following day, January 7th at noon. Visit <https://www.surveymonkey.com/r/2019VEMEngagement>
- Tier 2 workshop January 28

6. VTEMA UPDATE

Katina Johnson noted that VTEMA has been active a full year- looking to partner with organizations like grocers association, school associations, various organizations in that manner to become better tools for EM's. Openly taking members. Developing pocket hand guide on EM's. Trying to get information on what EM's need.

7. LEPC5 AND CVRPC AGREEMENT FOR SERVICES

Grace Vinson at CVRPC noted that the FY20 contract was in the meeting packet. Started in July.

8. CONSENT AGENDA ITEMS

- a) APPROVE MEETING MINUTES**
- b) BARRE CITY TREASURERS REPORT**
- c) CVRPC TREASURERS REPORT**
- d) APPROVE AND AUTHORIZE PAYMENTS-** Grace Vinson at CVRPC noted that invoice # 2211 amount in previous version of the meeting packet is incorrect, \$370.70 is correct amount. Joe Aldsworth noted that the remaining balance of the grant should be included in the next meeting packet.

Bruce Richardson moved to approve all consent agenda items. Stephen Bailey seconded. Motion carried.

9. ORGANIZATIONAL COMMITTEES AND REPORTS

- a) **REPORT OF THE ANNUAL RESPONSE PLAN** (Emergency Management Plan) – Johnson noted this activity was on hold until the SERC completed its Annual Response Plan template.
- b) **WEBPAGE DEVELOPMENT** – Grace Vinson at CVRPC noted the webpage has been created to host the agenda, meeting minutes, and notices. Grace Vinson invited LEPC members to email her with ideas for additional information to add.

10. PROGRESS REPORTS

- c) **HAZCHEM FY 19 GRANT- PROJECT CLOSE OUT 12/31/19**- Vinson reiterated information provided on the FY19 and FY20 contracts contained in the progress report tables. Katina noted that Facility Plan Review task in the progress report should be updated with tonight's information to reflect the review of the NGL Energy Partners facility plan.

11. UPDATE ON SERC DISCUSSION REGARDING POTENTIAL CONSOLIDATION OF LEPC'S

- a) Grace Vinson at CVRPC- gave some overview of SERC consolidation and will send out the SERC information via email.
- b) **Katina asked Joe Aldsworth his view on consolidation. Joe Aldsworth is in support of** consolidation and said from a coordination perspective it will be beneficial to have all LEPC work under a full time person. He noted it will need legislative approval because of the way statute is written and will probably go before legislature this year. Then they will have to create another position so it is going to take some time. Joe guessed that with consolidated LEPC they will likely transition to more call in, electronic meetings.
 - Lisa Hulberg: How do we get through all the facilities with EHS?
 - Joe Aldsworth: Maybe do it on a rotation, not sure.
 - Joshua Craig: Some other states are doing it. Minnesota is one example.
 - Joe Aldsworth: They did say RPCs would probably play more of a role if LEPC's were consolidated.

12. PUBLIC COMMENTS AND RECEIVE GUESTS

No members of the public provided comment.

13. NEXT MEETING

The next LEPC 5 meeting will be held on March 2, 2020.

- **Katina:** Would Rock of Ages will be able to present EAP?
- **Graham Colgan:** Tentative, will get back to you.

14. ADJOURN

Karl Landers moved to adjourn, Bruce Richardson seconded. Motion carried.

Respectively submitted by

Grace Vinson, Central Vermont Regional Planning Commission

Approved on: _____

DRAFT