

LOCAL EMERGENCY PLANNING COMMITTEE
Knox County EMA- 62 Union Street-Rockland, ME 04841
Web Site: www.knoxcountylepc.org

11/03/09

The meeting was called to order by LEPC Chairman, Andrew Hart at 10:40 AM at Knox County EMA Office.

Others attending were:

Donna Allen	Knox Cty EMA	Laurie Beckwith	PBMC
Ron Defoe	Lyman Morse	Linwood Lothrop	Director KRCC
Joe Weston	O'Hara Corp.	Paul McFarland	O'Hara Corp.
Dennis Healy	FMC BioPolymer	Jim Duncan	Fisher Engineering
Ray Sisk	Knox Couty EMA Dir	Charles D. Jordan	Rockland Fire/EMS

Laurie Beckwith made the motion to accept the minutes and Linwood Lothrop seconded. All were in favor.

Secretary's report:

Correspondence:

- AR-1 Form, 10/9/09 -Thomaston Town Landing, Thomaston, unknown quantity of diesel fuel.
- Ferraiolo EPCRA Tier2 Report
- E-mail from Jean Robinson re- Training Equipment for Sale
- E-mail from Robert Gardner re: new version of CAMEO and Tier 2 for 2009 reporting. Ray spoke about the new date for paying of fees.

Treasurer's Report: (This report will be 1 month behind due to the meeting date)

Total Amt received for the month of September: \$4350.49 and interest of \$8.65.

Bills paid: \$10,570.63, (HMG 8027- EMA Planning) \$1898.42, (HMG 8029 – "07 PSIC MDT)-\$502.26, (HMG 8031-CART)-\$489.23, (HMG 8036- MDT Phase 2)- 742.65, (HMG 8038-RRT 6 Training)-\$215.61, (HMG-8040- "09 Exercise Series)-\$59.27, (HMG 8041-"09 Hazard Mit. Rev) -\$2040.00, (HMG 8042-"06" HSGP Backlog) \$4623.19, Contactual expenses: \$4.84, Operating Expenses: \$21.26 and payroll expenses: \$165.91.

Balance in checkbook at the end of Sseptember 09 after bills are paid: \$36,448.36.

Motion was made by Laurie Beckwith and seconded by Dennis Healy to accept the Treasurer's Report. All were in favor.

TRAINING UPDATES:

- Windjammer 09 Full Scale Exercise – 10/17/09 at Camden Hills Regional High School. The exercise included Fire, Law Enforcement, and Disaster Behavioral/Mental Health. There was at least total of 250 people involved in the exercise. Also, the City of Rockland loaned us a bus which was turned on its side with kids and hazmat in it. We had assistance from FMC for a pre exercise information that was a car was stolen from the parking lot with nitric acid. Thank you

to O'Hara for their donation of ice for the exercise.

- State Wide EOC Functional Exercise – 10/29 & 30/09. Ray explained how the 24 hour state wide EOC Functional Exercise went to those present.
- Ray has been involved with 6 school lockdown exercises in the Month of October. There are 33 schools in Knox County.

OLD BUSINESS:

- Review of O'Hara's Emergency Response Plan
The committee went over the O'Hara's Emergency Response Plan with Paul McFarland and Joe Weston, who has taken over Safety at O'Hara's. Paul explained each element of the checklist in detail. There were questions and comments as the committee went thru the checklist. It was recommended that the plan needed to add page numbers; update the Health Connection address, need updated Clean Harbor Agreements. They have an overnight warning system but it is not connected that needs to be done. There were several questions about exercising the plan. The eye irrigation is not operational at this time but will have to be. The plan should include shelter-in-place and need to change the wording from Pen Bay Hospital to read Penobscot Bay Medical Center, 6 Glen Cove Dr. Rockport. It was suggested that Knox County LEPC and Rockland Fire Department copies all agree with changes with the O'Hara copy of the Emergency Response Plan. The LEPC would ideally like to have the plan electronically but hard copy is fine.
- 2009 Mitigation Plan update.
Ray explained what the 2009 Mitigation Plan update and then went thru the power point that was presented to the public on October 27, 2009.

NEW/MISCELLANEOUS BUSINESS

Next meeting will be on December 1, 2009 at 10:30 AM, at the Knox County EMA Office.

Linwood Lothrop made the motion to adjourn the meeting and was seconded by Laurie Beckwith at 12:07 AM.

All were in favor.

Respectfully submitted,

Donna Allen, Secretary

Donna Allen, Secretary

Facility Name: _____
Reviewer: _____
Date of Review: _____

Revised July 23, 1997

CHECKLIST FOR THE REVIEW OF
FACILITY
EMERGENCY RESPONSE PLANS

The following elements have been adequately addressed:
(Pursuant to Chapter 13, Title 37B, Section 795)

- | Y | N | Page # |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | A. Designation of the facility emergency coordinator and the alternate; There is a need for page numbers at the bottom of the pages. Is there a need for home address and home phone #? |
| <input type="checkbox"/> | <input type="checkbox"/> | B. Description of facility emergency warning systems; has an over night warning system –needs to be connected. |
| <input type="checkbox"/> | <input type="checkbox"/> | C. List of nearby emergency and health personnel. Need to correct the Health Connection address. |
| <input type="checkbox"/> | <input type="checkbox"/> | D. Description of employee training and testing programs as they apply to hazardous materials: There was several questions and discussion was asked about testing the plan. There was a question about training records. |
| <input type="checkbox"/> | <input type="checkbox"/> | E. List of available response equipment and protective garments; You will find this information under the MSDS for Anhydrous Ammonia which they do fit testing annually. |
| <input type="checkbox"/> | <input type="checkbox"/> | F. Describe the emergency health treatment procedures for exposure victims; the eye irrigation is not operational at this time, needs to be operational. Pen Bay Hospital should be Penboscot Bay Medical Center. 6 Glen Cove Dr., Rockport, ME. |
| <input type="checkbox"/> | <input type="checkbox"/> | G. Include notification, facility and community evacuation and shelter-in-place procedures; O’Hara should consider shelter-in-place. |
| <input type="checkbox"/> | <input type="checkbox"/> | H. Identify transportation means and routes for extremely hazardous substances to the facility; this is found under “Transportation of Hazardous Substances”. This needs to be explained with route names and numbers along with an alternate routes. |
| <input type="checkbox"/> | <input type="checkbox"/> | I. List the names of all companies providing sudden and non-sudden accidental coverage to the facility; there is a list of Clean-up and Disposal Services. |
| <input type="checkbox"/> | <input type="checkbox"/> | J. List all mutual aid agreements between the facility and emergency responders or public safety agencies. Need to have Clean Harbors agreement. |

K. Pursuant to 29 CFR Part 1910.120

- (i) Pre-emergency planning and coordination with outside parties.
- (ii) Personnel roles, lines of authority, training and communications.
- (iii) Emergency recognition and prevention.

Facility Name: _____
Reviewer: _____
Date of Review: _____

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- (iv) Safe distances and places of refuge.
- (v) Site security and control.
- (vi) Evacuation routes and procedures.
- (vii) Decontamination.
- (viii) Emergency medical treatment and first aid.
- (ix) Emergency alerting and response procedures.
- (x) Critique of response and follow-up.
- (xi) Personal protective equipment and emergency equipment.
- (xii) Emergency response organizations may use the local emergency response plan or the state emergency response plan or both, as part of their emergency response plan to avoid duplication. Those items of the emergency response plan that are being properly addressed by the EPCRA plans may be substituted into their emergency plan or otherwise kept together for the employer and employee's use.

LEPC's are required to discuss this review with a representative of the facility whose plan was reviewed.

Date of review and discussion:

Participant name: _____
Representing: _____
Signature: _____

Participant name: _____
Representing: _____
Signature: _____

Participant name: _____
Representing: _____
Signature: _____