



# State Emergency Response Commission (SERC)

Regular Meeting

Wednesday, August 15, 2018

Location: Chittenden County Regional Planning Commission Office

110 West Canal Street, Suite 202, Winooski, VT 05404-2109, hosted by LEPC 1.

## SERC Members Attending

- Todd Cosgrove - Chair – Department of Public Safety Seat (Designee for Commissioner Thomas Anderson)
- Shaun Coleman – Northwest Regional Planning Commission - Regional Planning Commission Seat
- Erica Bornemann – Vermont Emergency Management - Non-Voting Member – Secretary
- Erik Rosenbauer – Local Emergency Planning Commission (LEPC) Seat
- Michael Collins – Global Foundries - Extremely Hazardous Substances (EHS) Reporter Seat
- Todd Sears – Agency of Transportation Seat (Designee for Secretary Joe Flynn)
- Linda Boccuzzo – Agency of Agriculture, Food, & Markets Seat (Designee for Secretary Tebbetts)
- Stephen Monahan – Department of Labor Seat (Designee for Commissioner Lindsay Kurrle)
- John Berino – University of Vermont Medical Center - Hospitals Seat
- Richard Spiese - Agency of Natural Resources Seat (Designee for Secretary Julie Moore)
- Chris Bell –Department of Health Seat (Designee for Commissioner Dr. Mark Levine)
- Kim Lapierre – Suburban Propane - Reporting Transportation Entity Seat
- Carl Rogers – Town of Barre - Local Government Seat

## SERC Members Absent

- Ray Allen – Grand Isle Sheriff's Department - Law Enforcement Seat
- Prescott Nadeau – Williston Fire Department - EMS Seat
- Robert Gowans – Montpelier Fire Department - Fire Service Seat



1. Call to Order - Todd Cosgrove, Chair 10:02 AM
2. Additions or Deletions to the Agenda –
  - a. Chair Cosgrove mentioned that Len Wallace (Environmental Protection Agency) is looking for two locations to host EPCRA Workshops sometime between the dates of December 3 - 7, 2018.
3. Public Comments – None.
4. **Motion:** Approval of June 20, 2018 SERC Special Meeting Minutes – Motion made and seconded to approve the minutes as submitted. **Motion passed unanimously.**
5. Hazchem Grants – Chair Cosgrove reported that the SERC recommendations for funding for Hazchem FY'19 have been approved in full by the Deputy Commissioner of the Department of Public Safety (DPS). DPS – Finance staff reported on balances of LEPCs and the status of executed award agreements. Reminder to all LEPCs that quarterly treasurer's reports were due at the end of July.
6. Community Right To Know/Tier II - Chair Cosgrove reported that he still has a few letters out to Tier II reporters. If any LEPC needs him to send a letter please let him know. If an LEPC downloads the Tier II software they should be able to open the file that Todd sent out.
7. ANR Spill team Report – As submitted. Richard Spiese gave some details on some specific spills. Richard also spoke about ANR's statutory authority to compel boat owners to clean up any spills they are responsible for. ANR had a request from Mike O'Brien for a possible training opportunity.
8. Vermont Hazardous Materials Response Team (VHMRT) Report – As submitted. September 29 is the first cross border exercise between VHMRT and Quebec. Next year or 2020 there may be a full scale exercise. VEM will be involved as well. VHMRT has also been doing a lot more trainings with law enforcement agencies. 8 new G1 air packs have been purchased.
9. Committee Reports – Chair Cosgrove encouraged Peter Lynch with the Vermont Fire Academy to speak about current activity at the Academy. Peter Lynch spoke about activity at the VFA. Pete spoke about how the VFA is ready to focus on any training areas that the SERC wants to focus on. HazMat related classes (and all VFA classes) are on the VFA website.
  - a. Finance Committee – Chair Kim Lapierre – reviewed the last meeting where LEPC 10 and LEPC 8's applications were discussed. Also the Committee needs to have the Treasurer's reports that were due at the end of July. Chair Lapierre will submit a letter to the SERC recommending that LEPC 10 be funded for \$4,000. LEPC 8 is approved for everything they requested however the Finance Committee needs some more details on their



project. The Committee encouraged the SERC to increase the budgeted amount of Hazchem funds that are allotted to LEPCs. \$4,000 per LEPC is inadequate. The Finance Committee also provides accountability to fee payers. The Finance Committee will meet on Thursday September 6<sup>th</sup> at 9:00am to further deliberate on what the recommended Hazchem funding amount for each LEPC should be. That recommendation will be delivered to the full body of the SERC.

- i. **Motion:** Accept the Finance Committee's recommendations regarding LEPC 10 (\$4,000). Discussion: Clarification on what is needed for LEPC 8 – more detail on the activity in their application. Finance Committee should clarify what amount is needed to be budgeted for? \$8,000 per LEPC was suggested? LEPC 8's Incident Management Team (IMT) project was discussed. This is a good project and could be identified as a best practice for LEPCs statewide. LEPC 8 will be asked by SERC Chair Cosgrove to present on this IMT project at a future SERC meeting. Also Kim Lapierre stated that LEPC 8 still needs to draft an LEPC Response Plan. The SERC asks the Finance Committee to make a recommendation and come back to the SERC at a future date. **Motion approved unanimously.**
  - ii. Discussion regarding future Hazchem funding: Should the SERC make the recommendation to the DPS Commissioner that the Hazchem allotment to LEPCs be increased to \$8,000 per LEPC? John Berino discussed that there should be a prorated allotment of Hazchem money to LEPCs. For example, LEPC 1 has a large amount of reporters so they should receive more money than a smaller LEPC. The LEPC Liaison Committee also is looking at the same issue. A Special SERC meeting was discussed that could be held via conference call to occur before the budget is decided upon so that the Finance Committee could meet and come up with a solid recommendation to present to the SERC. Even if the base is raised to \$8,000 per LEPC there is still the possibility that LEPCs could request more. This is why it is important that the Finance Committee deliberate on this. The SERC should make a formal recommendation by the end of September to the Commissioner of DPS.
- b. LEPC Liaison – Report out by Al Barber – The Committee has met twice. There is a mission statement. There is an overlap between this committee and the Finance Committee so hopefully both Committees will meet together soon. Creation of some basic templates for LEPC plans was identified. Erica Bornemann identified Glenn Herrin as a resource for LEPCs (he is the former EMD for Marlboro and currently a planner with Vermont Emergency Management) to create an LEPC Response Plan template. Glenn has been instrumental in creating the Local Emergency Management Plan (LEMP) template. SERC Chair Cosgrove stated that they would find Glenn's expertise valuable and he thanked VEM for the support. Again, LEPC 8's innovative project of an IST was discussed and how that could inform what other LEPCs are doing. Glenn Herrin was appointed to the LEPC Liaison Committee by SERC Chair Cosgrove. Charlie Baker with



Chittenden County Regional Planning Commission offered their planning help for the SERC as well.

- i. **Motion:** Prescott Nadeau was nominated as LEPC Liaison Committee Chair by SERC Chair Cosgrove – **Motion was approved unanimously.**

10. **Motion:** Amended By-Laws – Motion to accept the SERC By-Laws as submitted by Josh Cox (Designee for Erica Bornemann, Vermont Emergency Management). Motion approved 11 ayes, 0 no's. One abstention. **Motion passed and amended SERC By-Laws are accepted.**

11. Next meeting date: Wednesday, November 7 was discussed as the next SERC Regular Meeting date and it will be held at the Agency of Transportation Berlin office. 10 AM – 12 PM.

12. Other Items –

- a. Len Wallace (EPA) is looking for two EPCRA/RMP/GDC Workshops in Vermont (LEPC 4 would host one on that Tuesday 12/4, LEPC 6 could host Monday 12/3).
- b. Staff updates at Vermont Emergency Management - Erin Magee is the new Planning Section Chief and Brett LaRose is the Interim Operations and Logistics Chief.
- c. Citizens Corps Council (CCC) status was brought up by Shaun. Some follow up is needed as it relates to an overall statewide status. LEPC 4 gave their trailer and equipment to their local Medical Reserve Corps. Chris Bell brought up it would be a good exercise to identify all regional assets such as this. Chip Deasy (Dep. Dir. VEM) is reviewing/drafting a new NIMS Implementation Plan. Federal guidance on this has recently changed.
- d. LEPC 2 Exec Committee will be meeting with SERC Chair Cosgrove on August 28, 2018.
- e. Answer regarding legal liability of LEPCs will be coming from Todd soon.

13. **Motion:** Adjournment: A motion was made to adjourn the SERC meeting. The motion was seconded – **Unanimously approved.** Meeting adjourned at 11:18AM.

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<http://vem.vermont.gov/programs/serc>

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