



## **State Emergency Response Commission (SERC)**

### **Meeting Minutes**

Wednesday, May 15, 2019

Location: Agency of Transportation

2178 Airport Rd, Barre, VT 05641

### **SERC Members Attending**

- Todd Cosgrove – Acting Chair – Department of Public Safety Seat (Designee for Commissioner Thomas Anderson)
- Todd Sears – Vice Chair – Agency of Transportation Seat (Designee for Secretary Joe Flynn)
- Prescott Nadeau – Williston Fire Department - EMS Seat
- Erica Bornemann - Vermont Emergency Management
- Kim Lapierre – Suburban Propane - Reporting Transportation Entity Seat
- Erik Rosenbauer – Local Emergency Planning Commission (LEPC) Seat
- Anne Macmillan - Agency of Agriculture, Food, & Markets Seat (Designee for Secretary Tebbetts)
- Tim Cropley - Agency of Natural Resources Seat (Designee for Secretary Julie Moore)
- Carl Rogers – Town of Barre - Local Government Seat

### **SERC Members Absent**

- Chris Bell –Department of Health Seat (Designee for Commissioner Dr. Mark Levine)
- John Berino – University of Vermont Medical Center - Hospitals Seat - Three Year Term Expires: November 30, 2019
- Ray Allen – Grand Isle Sheriff's Department - Law Enforcement Seat - Three Year Term Expires: November 30, 2019
- Dan Whipple – Department of Labor Seat (Designee for Commissioner Lindsay Kurrle)

### **Vacant SERC Seats**

- Vacant Seat - Regional Planning Commission Seat
- Vacant Seat - Extremely Hazardous Substances (EHS) Reporter Seat
- Vacant Seat - Fire Service Seat

### **Interested Persons Attending**

- Rhonda Camley – Department of Public Safety
- Peter Lynch - Vermont Fire Academy
- Tyler Diercks - EPA
- Leonard Wallace – Environmental Protection Agency (EPA)
- Steve Monahan – VDOL/VOSHA



- Charles Colley – US DHS
- Katherine Jacobsen – US DHS
- Bruce Melendy – NVDA/LEPC 9 & 10
- Peter Lynch – Fire Academy
- Victoria Littlefield – TRORC
- Alexa Reppo – LCPC

**1. Call to Order - Todd Cosgrove, Acting Chair - 10:00 AM**

**2. Additions or Deletions to the Agenda –**

An addition to be made under 7 b – Leonard Wallace, Environmental Protection Agency, will brief on changes in laws

Motion made to accept addition to agenda by Erik Rosenbauer, seconded by Kim Lapierre, Motion passed unanimously.

**3. Roll Call**

**4. Public Comments – None**

**5. Approve Previous Meeting Minutes**

Motion to approve minutes of February 20, 2019 SERC meeting as submitted made by Todd Sears, seconded by Carl Rogers. Motion passed unanimously.

**6. Nomination and vote for new SERC Chair recommendation to the Governor**

Motion made by Todd Sears, seconded by Erik Rosenbauer to open the floor for nominations as a recommendation to the Commissioner of Public Safety, to forward to the Governor.

Todd Sears nominated Kim Lapierre.

A motion to cease nominations made by Erik Rosenbauer, seconded by Carl Rogers.

Todd Cosgrove completed calls for nominations.

Discussion: Director Bornemann highlighted Kim Lapierre’s commitment to the SERC and her understanding of SERC’s role in emergency preparedness which makes her an excellent choice for Chair. She has agreed to accept the position if approved.

Vote taken – Motion passed unanimously in favor of recommending Kim Lapierre as SERC Chair.

Action Item: -VEM will draft a letter for the Commissioner recommending Kim Lapierre as the SERC Chair.

**7. Community Right to Know / Tier II**

- A. Todd Cosgrove reported on Tier II submissions
- B. Todd Cosgrove reported on Tier II financials
- C. Leonard Wallace - Environmental Protection Agency  
“Ice Rinks Emergency Planning and Community Right-To-Know Act”



(Handout – Reporting Guidance and Ammonia Refrigeration Systems)

New requirement for railroad companies transporting high hazard chemicals by rail, they need to notify the SERC. Emergency plans are also required.

Discussion about American Water Infrastructure Act and Congress directives regarding water districts reporting contamination.

- Action items:
- Tim Cropley will discuss with ANR Drinking Water staff and report on how to handle new requirements – report back on what the process is next meeting
  - How VEM Watch Officers can support this reporting requirement
  - Peter Lynch will present Fire Service program curriculum for review on how it will meet the directives

## 8. Team Reports

- A. Todd Cosgrove presented HAZMAT Team Report  
(Handout – Report to the SERC Wednesday, May 15, 2019)
- B. Tim Cropley presented ANR Spill Team Calls Report

## 9. Committee Reports

- A. Finance Committee Report
  - i. Rhonda Camley reported on LEPC financials (Handout – SERC Finance Committee Chair)

Finance Committee reviewed 8 baseline (\$4,000) LEPC applications submitted and 6 supplemental applications. Committee recommends funding all applications with the requirement that additional information is received from some of the applicants.

- Action items:
- Details needed for equipment fund requests from LEPCs
  - Finance Committee will provide FEMA Approved Equipment List for SERC review

- ii. Discussion on FY'20 Hazchem Applications (Kim Lapierre)

Discussion on funds available to LEPCs for mapping Tier II data. Some LEPCs have applied for that task to be completed by RPCs. Some RPCs have funds available through EMPG to complete this mapping.

Director Bornemann presented on proposal to apply for Hazardous Materials Emergency Preparedness Grant (HMEP) funds to obtain contract support to directly assist LEPCs with updating/developing plans, updating the statewide HazMat Plan, and conducting exercises. HMEP funds have been used in the past for planning and training purposes, and several years ago the sub-grant went directly to the LEPCs. HMEP was utilized to conduct a 3-year commodity flow study which is wrapping up this year. The new project will build on the results of the study and provide direct support by industry professional to ensure plans are standardized and meet federal requirements. This is a 3-year grant. HMEPG FY19 is out for applications currently. Vote for approval of proposal later in the meeting.

Further discussion on LEPC's Emergency Plans which are required by law and must be reviewed and approved by the SERC. The intent is to utilize a standardized form currently in development by Glenn Herrin with the support of the LEPC/SERC Liaison



Committee. Glenn and Committee chair Erik Rosenbauer agreed to finalized LEPC plan template this summer for approval by the SERC at the next meeting. LEPCs with approved scopes of work for plan updates will be required to use this template to do so.

Action item: \*Glenn Herrin and Erik Rosenbauer to meet on LEPC Plan template development and present final product at next SERC meeting.

iii. Full SERC recommendation to DPS Commissioner Anderson regarding FY'20 Hazchem Applications

Motion made by Todd Sears to approve baseline applications (\$4000 each) submitted by LEPCs 1, 3, 5, 8, 9, 10, 11, 12 contingent upon LEPCs providing requested grant documentation (progress reports) for current grant funding (FY19). Seconded by Erik Rosenbauer, Motion passed unanimously.

Discussion regarding request for funds for a CERT trailer by LEPC 12, the details would be discussed at an upcoming meeting. Cert program changing, Brett LaRose to address those changes at the next SERC meeting.

Motion made by Todd Sears to approve supplemental applications as presented contingent upon;

1) LEPCs that applied for funding for plan development use the updated template that will be approved by the SERC this summer

2) Additional information/clarification requested by the Finance Subcommittee is provided to the satisfaction of the finance subcommittee.

Seconded by Erik Rosenbauer, Motion passed unanimously.

Action item: \*Finance send letter to all LEPCs requesting their quarterly reports be submitted before allocation of funds.  
\*VEM will draft a letter for the SERC Chair to give to the Commissioner outlining the SERC's intent and recommendations for funding  
\*VEM will come back to the SERC with the results of the Commissioner's decisions (what was approved, what was not and why) which will be communicated back to the LEPCs  
\*Brett LaRose will address new changes to the CERT program at the next meeting

10. **Presentation by Glenn Herrin –Response Plan Template Crosswalk**

LEPC Draft Response Plan Framework – sent out by email immediately for review.

Action item: \* LEPC/SERC Liaison Committee meeting in July so the Template is thoroughly reviewed prior to the SERC meeting in August.

11. **Update on Fire Academy by Peter Lynch**

HMEP grant essential to the training program at the academy. Fire Academy will also be applying for HMEP funds to continue to conduct HazMat Training for fire departments.

Three changes at the academy include; the use of bags for contaminated gear, taking



students' vitals before and after live exercises, to ensure their safety, and equipment onsite for emergency response for students.

Motion made to approve the HMEP Grant submission as presented by Kim Lapierre and seconded by Todd Sears, Motion passed unanimously.

12. Location of August 21<sup>st</sup> 10 a.m. SERC meeting – SEOC in Waterbury (45 State Drive, Waterbury, VT 05671)

13. Motion made to Adjourn by Todd Sears, seconded by Erik Rosenbauer, Motion passed unanimously at 12:08 p.m.

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

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