

Minutes of the
South Dakota Emergency Response Commission Meeting
Conducted via the Digital Dakota Network

State Capitol Building
Pierre, SD

South Dakota State University
Brooking, SD

SD School of Mines and Technology
Rapid City, SD

Mitchell Technical Institute
Mitchell, SD

March 24, 2014
2:00 p.m. CT

CALL TO ORDER AND ROLL CALL: Vice Chairman Joe Nadenicek called the meeting to order. The roll was called and a quorum was present.

COMMISSION MEMBERS PRESENT: Robert McGrath, Joe Nadenicek, Becky Pitz, Paul Merriman, Mike Carter, John Forman, Patrick Snyder, and Bob Van Winsen sitting in for Kristi Turman.

COMMISSION MEMBER ABSENT: Andrew Canham.

PRESENT VIA TELEPHONE CONFERENCE CALL: Mary Beth Vasco, FEMA, and Janet Heeter, EPA.

OTHERS PRESENT: See attached attendance sheets.

INTRODUCTIONS: Participants at the DDN sites introduced themselves.

APPROVAL OF MINUTES FROM DECEMBER 16, 2013, MEETING: Motion by Forman, seconded by Carter, to approve the minutes from the December 16, 2013, State Emergency Response Commission meeting. A roll call vote was taken, and the motion carried unanimously.

FEDERAL UPDATE (EPA): No update.

FEDERAL UPDATE (FEMA): Mary Beth Vasco provided an update on recent FEMA activities.

TIER II REPORTING UPDATE: Trish Kindt reported that the annual bulk storage Tier II reports were due March 1, 2014. The Tier II reports are accepted on paper forms, electronically, and through the South Dakota online reporting website. This is the first year the South Dakota online reporting tool has been used, and approximately half of the reporting facilities used it this year.

Staff will be working on improvements to the reporting tool for the next reporting year. One of the improvements staff will be working on is making it easier for emergency managers and fire departments to access the data that is reported to the department online.

As of today, Tier II reports have been received from 1,587 facilities. Ms. Kindt has been contacting the facilities that haven't yet submitted the Tier II reports.

Fees collected to date total \$93,600, but the Tier II fee payment deadline is April 1, 2014, so some of the facilities have not yet submitted the fees. Last year, \$92,800 in Tier II fees was submitted by 1,759 facilities.

Ms. Kindt answered questions from the SERC members.

Chairman McGrath arrived at the meeting at this time. Vice Chairman Nadenicek turned the gavel over to Chairman McGrath.

SERC REVIEW AND APPROVAL OF LEPC ROSTERS: Ms. Kindt reported that she has received rosters from 52 LEPCs. Butte County LEPC and Edmunds County LEPC have both indicated that they plan to submit rosters following election of officers in April.

Ms. Kindt noted Haakon, Jackson, Jones, Meade, Shannon and Todd counties do not have an active LEPC and have not submitted rosters.

Ms. Kindt reported that she reviewed the rosters and while some of the LEPCs need to work on certain sectors of representation on their rosters, she recommended approval of all of the rosters that were submitted.

Motion by Nadenicek, seconded by Pitz, to approve the rosters for the 52 LEPCs, and to conditionally approve the rosters for of Butte and Edmunds LEPC once election of officers is held and the rosters are submitted. A roll call vote was taken, and the motion carried unanimously.

Motion by Nadenicek, seconded by Forman, that Chairman McGrath send a letter appointing the County Commission, State's Attorney, Emergency Manager, and County Sheriff to serve as the LEPC for the following counties that have not submitted rosters, unless they submit rosters before the next SERC meeting: Haakon, Jackson, Jones, Meade, Shannon and Todd. The appointment is effective until such time as a roster has been submitted and accepted by the SERC. A roll call vote was taken, and the motion carried unanimously.

IMPROVING UTILIZATION OF TIER II DATA: Ms. Kindt requested suggestions from SERC members for improving utilization of Tier II data in South Dakota. The data exists and it can be helpful, but it is a challenge to get local volunteers to look through the Tier II data to determine what chemicals are located in their community.

Ms. Kindt stated that every year after the Tier II report data is entered into the computer, it is sent to the local emergency managers. This year with the new online reporting tool, emergency managers are able to log in and see the data that was submitted online. In the future staff is planning to eventually have the data online in a map format.

Paul Merriman said the State Fire Marshall's office is willing to provide the online link to the information to all of the fire departments within the state.

Patrick Snyder commented that for the Pierre Fire Department, following receipt of the reports by the chief, they are filed. He noted that it would be helpful if a general summary of the chemicals being stored in certain areas was available and easily retrievable; for example, as an email attachment or the online link provided in an email.

Mike Carter suggested that when each county updates their hazardous materials plan to be eligible for grant funds, a list of stored chemicals be included for the individual fire chiefs for those facilities that are in their jurisdictions. The emergency manager could contact the fire chief who would then sign off on it saying the list was provided to him. This would be one of providing the information to the fire departments before there is a fire.

Chairman McGrath said if the SERC members have any other ideas they should contact Ms. Kindt.

Ms. Kindt, Mr. Merriman, and Mr. Snyder will work together on making this information available to the fire departments.

PHMSA (PIPELINE AND HAZARDOUS MATERIALS SAFETY ADMINISTRATION)
PROPOSED CHANGES TO THE HMEP GRANT PROGRAM: Bob Van Winsen reported on the pat procedure for distributing grant funds to the LEPCs.

HMEP now requires that the state submit its application earlier than in the past, which allows more time for the grant funds to be approved and distributed. The guidelines have been expanded to allow more hazmat team members to attend conferences, allow more classes in-state rather than sending people to training out of state.

Mr. Van Winsen is working with the State Fire Marshall's Office and the hazmat team in Rapid City on an advanced awareness class that goes above and beyond the four-hour class that is now available. Recently, there have been more requests for a higher level of training. He stated that even though most of the volunteer fire departments do not have the high-end equipment, the firemen still need the knowledge.

Mr. Van Winsen answered questions from the SERC members.

HMEP GRANTS, TRAINING, AND PLANNING REPORT: Mr. Van Winsen provided the first quarter review of the FFY 2013 (Oct. 1, 2013-Sept. 30, 2014) HMEP training and planning grant activities. He noted that the training grant was \$139,824 and the planning grant was \$75,409.

To date, \$120,162 has been allocated for training and \$25,940 has been allocated for planning.

Mr. Van Winsen stated that HMEP grant planning funds which have not been requested through the application process are also available to be used for training upon request. The request must be made to the grant administrators in Washington DC. The state of South Dakota has utilized the

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requesting process, and with approval has moved \$8,400 from the planning grant to apply towards training.

The new guidelines provided to the grantee and sub grantees include opportunities for Hazmat personnel to attend selected conferences throughout the year. This is a change from previous grant years.

Training Grant First Quarter Review

Mr. Van Winsen reported that staff proposes the following training: operations – 15 people; specialist – 6 people; technician – 3 people; Airport rescue live burn – 18 people; airport rescue refresher – 18 people; hazmat IQ – 89 people; hazmat IQ advanced – 84; hazmat IQ air monitoring – 24 people; hazcat – 24 people; and 12 people attending various conferences.

Planning Grant First Quarter Review

Four counties are redoing their hazmat plans and a commodity flow study will be conducted in Edmunds County.

Chairman McGrath asked whether a commodity flow study would be done in northwestern South Dakota.

Mr. Van Winsen stated the Butte County has requested funding for a hazmat plan update and a commodity flow study to be completed in the 2014 grant year. Harding County has also expressed an interest in going a commodity flow study.

REGIONAL HAZMAT TEAM UPDATE: No update.

OTHER BUSINESS: Joe Nadenicek provided a 2014 legislative update on the bills relating to public safety/emergency response.

The next meeting will be June 23, 2014, via the DDN at 2:00 p.m. Central Time.

The September meeting will be during the annual hazmat conference in Watertown.

ADJOURN: Motion by Nadenicek that the meeting be adjourned.

Robert B. McGrath 7/15/2014
Chairman Date

Meghan Thoreau 15 July 2014
Witness Date
Meghan Thoreau, Brooking County, SD.

