

Memorandum

To: SERC  
 From: Bob Van Winsen  
 CC: Cari Leidholt  
 Date: December 10, 2014  
 Re: GY2013 HMEP Grant

Training grant:	Fed Share: <b>\$111,859</b>	Non Federal Share (Match): <b>\$27,965</b>	Total: <b>\$139,824</b>
Planning grant:	Fed Share: <b>\$60,327</b>	Non Federal Share (Match): <b>\$15,082</b>	Total: <b>\$75,409</b>

First Quarter:

Training: Allocated: **\$120,162.06** Unallocated: **\$96.94**

Planning: Allocated: **\$25,940** Unallocated: **\$34,387**

Second Quarter

Training: Allocated **\$129,487.00** Unallocated **\$(253.08)**

Planning: Allocated **\$40,515.00** Unallocated **\$19,812.00**

Third Quarter

Training: Allocated **\$146,437.00** Unallocated **\$2,608.94**

Planning: Allocated **\$23,140.00** Unallocated **\$0.00**

Fourth Quarter

Training: Allocated \$ **149,046.00** Spent \$ **135,438.76** Remaining funds \$ **13,562.24**

Planning: Allocated \$ **23,140.00** Spent \$ **21,717.76** Remaining funds \$ **1,432.24**

## GY2013 HMEP activities and goals.

The GY2013 HMEP training grant application was sent to fire chiefs, local emergency managers and EMS personnel throughout the state. The training grant can be used to assist with training first responders in dealing with hazardous materials incidents. The following classes to name a few are listed in the State application:

- Awareness and Operations. Used to train local responders
- EMS Hazardous Material, level 1 and level 2.
- Technician level and above, for State of South Dakota recognized hazardous material teams.

The GY2013 HMEP planning grant application was sent to LEPC chairmen and the local emergency managers. The planning grant is available to assist the local LEPC responsibilities for planning of hazardous materials in your community. Specifically, these funds can be used to:

- Prepare the annual update to the hazardous materials plan required under SARA Title III. The cost of hiring a contractor and all related out of pocket expenses can be covered with this grant. **If the last major plan update was several years ago, each county is encouraged to apply for this grant.**
- Conduct a commodity flow study to determine the hazardous materials flowing through the road/rail system in each jurisdiction. This information can then be used to improve planning for hazmat incidents.
- Conduct hazardous material exercises to better prepare personnel in response to a hazardous materials event.

The application deadline stated is the requested time to get application in to OEM but we will accept applications after this date as long as funds are available and the work is completed and invoiced by the end of the performance period.

The performance period for the HMEP GY2013 grant is October 1, 2013 through September 30, 2014.

### Challenges and Goals:

- Training:

The challenge expending funds due to the consortium the hazmat teams were once utilizing has come to an end. The waiting period for the facilities using FEMA funds has drastically increased. The 4 state hazmat teams have returned to the HMEP grant for assistance. There were more requests than funds this year.

The lack of qualified instructors to go out and teach the awareness and operations classes has been alleviated by a list of instructors furnished by the State Fire Marshal's office. These instructors maintain certification with the Fire Marshal.

Create an operations level hazmat class the smaller rural VFD's can implement to train to a higher level due to the increase in oil field related traffic. Recognizing the limited amount of time these responders have to attend a class room, an 8 hour operations course designed for the smaller VFD with limited equipment is being developed.

Standardize requirements for instructors teaching classes for the HMEP program. This would maintain a level of uniformity across the State of South Dakota. Along with this a certification program would be easier to put in place which is becoming the focus.

- Planning

The focus of the planning grant now that the statewide commodity flow has been completed is updating or creating a hazmat plan for each county. The HMEP grant holders have expressed an interest in this due to the increase incidents involving the increasing number of rail cars loaded with oil. The challenges have been continuity in the plans submitted to the State of South Dakota. The existing template that was created some time ago has been revised. The revision allows the template to be more easily filled out electronically. The new template was announced in the OEM monthly briefing. A copy was also sent to all county EM's and planning districts in the State of South Dakota.

Work has been ongoing with the Local Planning Districts, also known as Continuity of Governments. The new hazmat plan template was sent to each of the six districts. Requests from county EM's for information regarding updating or creating their hazmat plan has seen an increase. The planning district information is also given as inquiries are received.

Requests for funding to assist with hazmat exercises are non-existent at this time. With the requirements for the counties to hold quarterly exercises for the EMPG program the need for hazmat exercises are low. Hazmat scenarios are usually included in the EMPG exercises. The State of South Dakota will always include and promote using HMEP grant funds for hazmat exercises.

Counties are still allowed to perform their own commodity flow study. With the recent completion of the statewide study requests are low at this time.

## GY2013 HMEP Training Grant

Activity	Proposed	Final
Awareness	0	55
Operations	15	0
Specialist	6	6
Technician	3	3
Incident Command	0	0
Hazmat Monitoring	0	0
Confined Space Rescue	0	0
Airport Rescue Live Burn	18	18
Airport Rescue Specialist	0	0
Airport Rescue Refresher	18	9
Hazmat IQ	89	59
Hazmat IQ Advanced	84	72
Hazmat IQ Air Monitoring	24	20
HazCat	24	21
Various Conferences	12	18
Total	293	281
		Missed projected by 12.

# Training

## First Quarter Review

- Prepare and send out the GY2013 HMEP applications to each of the 4 Hazmat teams, Fire Chiefs, County Emergency Managers, and State of South Dakota Regional Coordinators.
- The GY2013 HMEP grant training funding has been expended.
- It has been discovered 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 has to be made to the Grant administrators in Washington DC. The State of South Dakota has utilized the 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.

## Second Quarter Review

- Allocated \$17,375 from the planning grant so Hazmat team members could attend the Cold Zone conference/training in Minnesota. This also provided funds for hazmat team members to attend the IAFC in Dallas Texas.
- Received authorization from PHMSA to move the remaining funds from the Planning portion of the grant so they can be applied to the training portion of the grant.
- Working with Blue Cell to bring 4 eight hour awareness classes and 2 twenty hour operations to the state to make use of the transferred planning grant funds.
- Work with hazmat team in RC to get 8 hour hybrid awareness class authorized by the Fire Marshalls office. This class will meet the requirements for SD certification.

## Third Quarter Review

- An activity change request was submitted to PHMSA and approved to allocate the remaining \$19,812.00 of planning funds to the training grant for awareness classes.
- Set up seven eight hour awareness classes with Blue Cell contractors to be held in September 2014 to expend the remaining 2013 HMEP grant funds. They are to be held in Jones, Mellette, Tripp, 2 in Edmunds, Bennett, and Fall River Counties.
- We have been given the amount to allocate but are still awaiting final approval from PHMSA to allocate the 2014 HMEP funds.

## Fourth Quarter Review

- Authorization was given by grants.gov personnel to move the remaining funds from the planning portion of the grant to the training portion. Those funds were used to host five 8 hour awareness classes. There was one each held in Tripp, Bennett, and Fall River Counties and 2 in Edmunds County. The classes were very well accepted and appreciated. Great interest was generated and more classes are being scheduled.

## GY2013 Planning Grant

Planning Activity	County	Status
Hazmat Plans	Bennett, Hamlin, Jerauld, Brookings, Davison	Completed
Commodity Flow Study	Edmunds, Butte	Completed
Hazmat Exercise	0	0

# Planning

## First Quarter Review:

- Prepare and send applications to LEPC chairpersons, County EM's and Regional Coordinators
- Locate the existing hazmat plan template. Update information in the plan. Make the document user friendly. Send template to planning districts and County EM's electronically.
- Process applications received
- After the initial application deadline had passed a reminder was send out via email to all of the County EM'

## Second Quarter Review

- Continue to work with the Planning Districts to get them involved with the Counties to upgrade or write a new hazmat plan.
- 2014 grant year applications have been returned and there is a lot more interest in upgrading plans and commodity flow studies with the rail traffic containing Bakken oil.

## Third Quarter Review

- There have been no changes in the Planning allocation. Reimbursement requests have to be filed on or before September 30, 2014.

## Fourth Quarter Review

- Five hazardous materials plans were written or updated with GY2013 HMEP funds. The counties that wrote or updated their plans were Bennett, Hamlin, Jerauld, Brookings, and Davison. All of these counties took advantage of their planning districts and contracted the work to them.
- Two counties conducted a commodity flow study. They wanted more in depth counts then were gotten with the 2012/2013 statewide commodity flow studies. The two counties are Edmunds and Butte. The increased traffic flow due to the oil boom in North Dakota was realized.

## GY2013 Summary

- The 2013 grant year for the HMEP grant saw a lot of interest in providing classes for the local responders to better educate them due to the oil boom in ND. Due to the rail car accidents associated with the oil boom interest has increased in commodity flow studies and making sure the local hazmat plans are updated.

## **GY2014 HMEP**

- Applications for the GY2014 grant were sent out and application requests received by March 21, 2014.
- The GY2014 HMEP grant was awarded at the end of September 2014. The federal amount awarded is \$170,832.63. The 20% match would bring the grant amount that can be expended to \$213,541.02.
- OEM staff is working to retain a contractor to teach the 8 hour awareness classes.
- The 4 regional hazmat teams were allowed to apply for funds again. Their requests were greater than the grant. They were allocated \$30,000.00 per team for the three teams that applied.
- The remaining training funds that were not requested by the locals will be used to provide the 8 hour awareness classes or the 24 hour operations class.
- Updating or writing a hazmat plan will be emphasized again this year.



# Training

Region	County	Applicant	Training Level	Date of Training	Date of Grant Allocation	Course Length	# Students	Cost Requested	HMEP Payment Amount	HMEP Match Supplied	HMEP Match Used	HMEP Match Remaining	
1	Minnehaha	Sioux Falls Fire Rescue	Hazcat		10/21/2013	32 hr	12	\$ 9,000.00	\$ 9,000.00	\$ 6,140.16	\$ 2,250.00	\$ 3,890.16	
1	Minnehaha	Sioux Falls Fire Rescue	Hazmat IQ Advanced		10/21/2013	8 hr	30	\$ 5,950.00	\$ 5,950.00	\$ 2,998.19	\$ 1,487.50	\$ 1,510.69	
1	Minnehaha	Sioux Falls Fire Rescue	Hazcat	08/04/2014	02/11/2014	8 hr	9	\$ 9,000.00	\$ 9,000.00	\$ 4,605.12	\$ 2,250.00	\$ 2,355.12	
1	Minnehaha	Sioux Falls Fire Rescue	Hazmat IQ	03/15/2014	02/11/2014	8 hr	25	\$ 5,950.00	\$ 5,950.00	\$ 3,198.00	\$ 1,487.50	\$ 1,710.50	
1	Minnehaha	Sioux Falls Fire Rescue	Advanced Hazmat IQ	03/16/2014	02/11/2014	8 hr	24	\$ 5,950.00	\$ 5,450.00	\$ 3,070.08	\$ 1,362.50	\$ 1,707.58	
1	Minnehaha	Sioux Falls Fire Rescue	IAFC Hazmat Conference		02/14/2014	5 days	2	\$ 4,083.00	\$ 3,707.61	\$ 2,187.67	\$ 926.90	\$ 1,260.77	
4	Minnehaha	Sioux Falls Fire Rescue	HERS			40 hrs	3	\$ 10,719.00		\$ 5,090.40	\$	\$ 5,090.40	
4	Minnehaha	Sioux Falls Fire Rescue	LMST			40 hrs	3	\$ 10,719.00		\$ 5,090.40	\$	\$ 5,090.40	
								<b>\$ 39,933.00</b>	<b>\$ 39,057.61</b>	<b>\$ 32,380.02</b>	<b>\$ 9,764.40</b>	<b>\$ 22,615.62</b>	
2	Codington	Watertown F&R	HERS		02/11/2014	40 hr	3	\$ 9,702.00	\$ 9,118.17	\$ 4,467.60	\$ 2,279.54	\$ 2,188.06	
2	Codington	Watertown F&R	TCS		02/11/2014	40 hr	3	\$ 9,702.00	\$ 9,535.92	\$ 4,467.99	\$ 2,383.98	\$ 2,084.01	
2	Codington	Watertown F&R	HWMDTST		02/11/2014	80 hr	3	\$ 15,529.00	\$ 16,233.75	\$ 8,827.00	\$ 4,058.44	\$ 4,768.56	
2	Codington	Watertown F&R	IAFC-FRI Conference Dallas		04/29/2014	6 days	3	\$ 6,725.00	\$ 6,725.00	\$ 4,725.00	\$ 1,681.25	\$ 3,043.75	
2	Codington	Watertown F&R	Cold Zone		04/07/2014	3 Days	3	\$ 2,700.00	\$ 2,290.22	\$ 2,760.00	\$ 572.56	\$ 2,187.45	
								<b>\$ 44,358.00</b>	<b>\$ 43,903.06</b>	<b>\$ 25,247.59</b>	<b>\$ 10,975.77</b>	<b>\$ 14,271.83</b>	
											\$ -	\$ -	
											\$ -	\$ -	
											\$ -	\$ -	
								<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
2	Brown	Aberdeen F&R	Hazmat IQ Air Monitoring		01/21/2014	8 hr	20	\$ 5,950.00			\$ -	\$ -	
2	Brown	Aberdeen F&R	Hazmat IQ		01/21/2014	8 hr	20	\$ 5,950.00			\$ -	\$ -	
2	Brown	Aberdeen F&R	Hazmat IQ Advanced		01/21/2014	8 hr	18	\$ 5,950.00	\$ 16,350.00	\$ 3,275.60	\$ 4,087.50	\$ (811.90)	
2	Brown	Aberdeen F&R	ARFF40			40 hr	4	\$ 2,066.00		\$ 1,378.00	\$	\$ 1,378.00	
2	Brown	Aberdeen F&R	ARFF Refresher		01/21/2014	8 hr	9	\$ 3,000.00	\$ 3,000.00	\$ 1,379.68	\$ 750.00	\$ 629.68	
2	Brown	Aberdeen F&R	ARFF Live Burn		01/21/2014	8 hr	9	\$ 3,000.00			\$ -	\$ -	
2	Brown	Aberdeen F&R	ARFF Live Burn		01/21/2014	8 hr	9	\$ 3,000.00	\$ 5,700.00	\$ 2,118.81	\$ 1,425.00	\$ 693.81	
2	Brown	Aberdeen F&R	Hazmat Conference Maryland		02/05/2014	3 days	4	\$ 5,947.06	\$ 5,295.74	\$ 2,361.84	\$ 1,323.94	\$ 1,037.91	
2	Brown	Aberdeen F&R	IAFC-FRI-2014 Dallas			5 days	4	\$ 7,189.86		\$ 5,871.36	\$	\$ 5,871.36	
2	Brown	Aberdeen F&R	Cold Zone Conference		02/05/2014	3 days	6	\$ 4,299.00	\$ 3,727.35	\$ 1,957.60	\$ 1,957.60	\$ -	
2	Brown	Aberdeen F&R	HAZCAT			46 hr	46	\$ 12,000.00		\$ 6,784.00	\$	\$ 6,784.00	
								<b>\$ 37,096.06</b>	<b>\$ 34,073.09</b>	<b>\$ 25,126.89</b>	<b>\$ 9,544.04</b>	<b>\$ 15,582.86</b>	
1	Union	N Sioux City FD	Hazmat IQ		02/11/2014	8 hr	14	\$ 6,450.00	\$ 5,950.00	\$ 2,065.08	\$ 1,487.50	\$ 577.58	
4	Pennington	Rapid Valley FD	Operations		02/14/2014			\$ 750.00			\$	\$	
4	Custer	Custer VFD	Awareness		04/07/2014			\$ 350.00			\$	\$	
5	Jones		Awareness	09/13/2014	Cancelled	8 hr	30	\$ 2,500.00			\$	\$	
5	Mellette		Awareness	09/14/2014	Cancelled	8 hr	30	\$ 2,500.00			\$	\$	
5	Tripp	Tripp Co EM Winner	Awareness	09/15/2014		8 hr	9	\$ 2,500.00	\$ 2,500.00	\$ 1,151.28	\$ 625.00	\$ 526.28	
3	Edmunds	Edmunds Co EM Bowdle	Awareness	09/16/2014		8 hr	10	\$ 2,500.00	\$ 2,500.00	\$ 1,279.20	\$ 625.00	\$ 654.20	
3	Edmunds	Edmunds Co EM Ipswitch	Awareness	09/17/2014		8 hr	17	\$ 2,500.00	\$ 2,500.00	\$ 2,174.64	\$ 625.00	\$ 1,549.64	
5	Bennett	Bennett Co EM Martin	Awareness	09/20/2014		8 hr	9	\$ 2,500.00	\$ 2,500.00	\$ 1,151.28	\$ 625.00	\$ 526.28	
5	Fall River	Fall River Co EM Hot Springs	Awareness	09/21/2014		8 hr	10	\$ 2,500.00	\$ 2,500.00	\$ 1,279.20	\$ 625.00	\$ 654.20	
	Bennett	Bennett County EM	Used training match for planning		10/06/2014						\$ 316.75	\$ (316.75)	
<b>Awareness &amp; Operations Total</b>								<b>\$ 18,950.00</b>	<b>\$ 18,450.00</b>	<b>\$ 9,100.68</b>	<b>\$ 4,929.25</b>	<b>\$ 4,171.43</b>	
								<b>Totals</b>	<b>\$ 140,337.06</b>	<b>\$ 135,483.76</b>	<b>\$ 91,855.18</b>	<b>\$ 35,213.45</b>	<b>\$ 56,641.73</b>
								<b>FFY2013/14 HMEP funding awarded</b>	<b>\$ 111,859.00</b>				

Local Emergency Planning Committee (LEPC) Meeting Minutes (DRAFT)

Todd County Building, Mission, SD

December 3rd, 2014 at 11:30am

Members Present: Bill Giroux, Mike Wilson, Charles Mack, Keith Lavery, Kevin Long, Brad Hunger, Michelle Allen, Kara Walkling

Non-members Present: Clyde Clairmont and Wallace Balliet

The roles and responsibilities of an LEPC were discussed for those members unfamiliar with an LEPC organization.

New committee members were appointed at the county commissioner's meeting prior to the LEPC meeting.

New LEPC roster with member's sector represented is as follows:

- Gregg Grimshaw-community group and public official
- Bill Giroux-emergency management, public official, and environmental/interested citizen
- Joe Farmer-law enforcement
- Brad Hunger-transportation
- Keith Lavery-fire service
- Eric Emery-EMS
- Kevin Long-EMS
- Michelle Allen-health
- Mike Wilson-facility operator
- Charles Mack-hospital
- Kara Walkling-emergency management

The media sector is vacant for now.

Bill Giroux nominated Gregg Grimshaw for chairman. Keith Lavery moved to close nominations. Kara Walkling seconded the motion. Gregg Grimshaw was elected chairman by unanimous vote.

Keith Lavery nominated Bill Giroux for vice-chairman. Kevin Long moved to close nominations. Kara Walkling seconded the motion. Bill Giroux was elected vice-chairman by unanimous vote.

Bill Giroux nominated Kara Walkling as the secretary/treasurer. Keith Lavery moved to close nominations. Brad Hunger seconded the motion. Kara Walkling was elected secretary/treasurer by unanimous vote.

Brad Hunger moved to adopt the Todd County bylaws as presented. Michelle Allen seconded. Motion carried.

First steps and future projects were discussed.

The next meeting will be Monday, December 29<sup>th</sup>, 2014 following the Commissioner's meeting at the Todd County Building in Mission.

Keith Lavery moved to adjourn the meeting. Meeting adjourned.

**Roster for TODD COUNTY LEPC**  
**This Roster is Effective: 12/3/14**

**Chair: Gregg Grimshaw**  
**Vice-Chair: Bill Giroux**  
**Secretary: Kara Walkling**  
**Treasurer: Kara Walkling**

All LEPC Members - Remember, an LEPC should have a diverse membership with representatives from each of the following sectors: 1) Elected state or local officials; 2) Law enforcement; 3) Emergency Management 4) Emergency medical personnel; 5) Health or hospital representatives; 6) Local environmentalists or other interested citizens; 7) Transportation ; 8) Media; 9) Community groups; 10) Facilities that use or store chemical; and 11) Fire Service.

Name	Membership Sector Represented (Required !!!) & Occupation/Place of Employment (optional)	Mail Address	Mail City	Mail State	Mail Zip	Telephone Number	E-Mail Address
Kara Walkling	3 Todd County Emergency Manager	26601 299th Ave	Crookston	NE	69212	605-429-3246	<a href="mailto:kara@gpcom.net">kara@gpcom.net</a>
Bill Giroux	6, 3, 1 RST Water Resources, Rosebud	PO Box 243	Rosebud	SD	57570	605-828-6000	<a href="mailto:Billg@sicangu.com">Billg@sicangu.com</a>
Gregg Grimshaw	9, 1 Chamber of Commerce Member	PO Box 189	Mission	SD	57555	605-856-2278	<a href="mailto:parts409@yahoo.com">parts409@yahoo.com</a>
Joe Farmer	2 Todd County Sheriff	PO Box 1038	Mission	SD	57555	605-856-4411	<a href="mailto:toddco@gwtc.net">toddco@gwtc.net</a>
Bradley Hunger	7 Todd County Highway Department	PO Box 429	Mission	SD	57555	605-856-4594	<a href="mailto:tchwydep@gwtc.net">tchwydep@gwtc.net</a>
Keith Lavery	11 Mission VFD Fire Chief	PO Box 914	Mission	SD	57555	605-840-2987	<a href="mailto:keithlavery9@hotmail.com">keithlavery9@hotmail.com</a>
Eric Emery	4 RST EMS	PO Box 200	Rosebud	SD	57570	605-828-0552	<a href="mailto:rasems@gwtc.net">rasems@gwtc.net</a>
Kevin Long	4 RST EMS	PO Box 736	Rosebud	SD	57570	605-828-0551	<a href="mailto:rasems@gwtc.net">rasems@gwtc.net</a>
Michelle Allen	5 LPN, BSA Committee Member, Pre	PO Box 837	Mission	SD	57555	605-828-8514	<a href="mailto:marmie_mine@yahoo.com">marmie_mine@yahoo.com</a>
Micheal Wilson	10 Golden West facility operator	PO Box 223	Mission	SD	57555	605-441-9167	<a href="mailto:m_wilson_20@hotmail.com">m_wilson_20@hotmail.com</a>
Charles Mack	5 Indian Health Service Office of Env	PO Box 618	Mission	SD	57555	605-208-5747	<a href="mailto:charles.mack@ihs.gov">charles.mack@ihs.gov</a>
	Each sector represented is identified by the corresponding number above						
	We are still looking for someone to represent our media sector						

# TODD COUNTY

## LOCAL EMERGENCY PLANNING COMMITTEE

### BYLAWS

(Adopted \_\_\_\_\_)

#### **Forward**

The use of and the transportation of hazardous materials continues to increase in complexity. Each year, new chemicals are developed for use in manufacturing, agriculture, the medical world, and in our homes. From time to time, known materials have been found to foster previously unrecognized hazards.

It is deemed in the best interest of the residents of Todd County South Dakota to address the issues associated with hazardous materials by organizing the Local Emergency Planning Committee (LEPC). This is done in compliance with SARA – Title III (Superfund Amendment Reauthorization Act).

#### **Section 1. Authority and Reference**

- A. South Dakota Laws and Regulations
- B. Federal Laws And Regulations
- C. SARA Title III

#### **Section 2. Purpose**

The purpose of the LEPC is to carry out the responsibilities set forth in SARA Title III, and to assure that Todd County is in full compliance with the law.

#### **Section 3. Need**

Todd County recognizes the vulnerability of its residents and their property potential of hazardous material problems in the county. Hazardous materials are regularly utilized and transported through Todd County on the highway and road systems with two major highways intersecting in the City of Mission. The LEPC is needed to evaluate, plan for, and assist responders for the potential of problems created by the presence of these materials.

#### **Section 4. Committee Responsibilities**

- A. Develop an emergency response plan and evaluate resources for addressing any potential of a hazardous material incident. This plan will include:
  - 1. Identification of facilities and hazardous material transportation routes.
  - 2. Emergency response procedures, on and off site.
  - 3. Designation of a community coordinator, and a coordinator for each reporting facility utilizing a potentially hazardous material to implement the plan.
  - 4. Emergency notification procedures to notify the public in the event of a hazardous material release.
  - 5. Methods for determining the occurrence of a hazardous material release and the probable affected area.
  - 6. A description of equipment in the county, both private and public, that could be useful in the event of a hazardous materials incident, and how to activate those resources.
  - 7. Evacuation plans.

8. Develop a training program
  9. Methods for exercising emergency response plans.
- B. Keep on file the listings of hazardous materials and any known plans to address issues that may arise from those hazardous materials.
  - C. Have an objective to improve coordination and communication among all involved parties, resulting in the returning of any unstable situation to a stable one in the shortest time possible.
  - D. Track reporting of incidents.
  - E. Make all needed notifications associated with the presence of hazardous materials in Todd County.
  - F. Minimize the effects of a hazardous materials release into the environment.

## **5. Committee Membership, Meetings and Finance**

Membership is open to individuals who have interest in hazardous materials in Todd County. Membership will be appointed by the Todd County Commissioners, and shall potentially include; elected officials, law enforcement, fire, emergency management, emergency medical personnel, public health, environmental, and transportation officials, representatives from facilities using hazardous materials, media, community groups, and the general public.

The officers of the LEPC shall include a Chairperson, Vice Chairperson, Secretary /Treasurer. These appointments will be made each year by the LEPC by vote of the membership.

Meetings will be held quarterly. Each quarterly meeting time, date and location will be determined at the meeting prior. Special meetings may be called at the discretion of the chairperson or Emergency Manager with no less than two days notification by email or phone to the committee.

Notification of meetings will be made available to the public in accordance with South Dakota open meeting laws.

Meetings will be conducted in a business-like manner by the Chairperson or Vice Chairperson.

Thirty percent of the LEPC membership shall constitute a quorum.

All Todd County LEPC funds will be maintained and overseen by the Todd County Commissioners. Expenditures and deposits will be processed through the Emergency Management account or an account designated specifically for the LEPC. All claims will be signed by the LEPC chairman or treasurer and be approved by the Todd County Commissioners.

There is no compensation for LEPC members, unless specifically approved by the Todd County Commissioners.

## **6. Classification of Hazardous Materials**

Hazardous materials shall be known as, but not limited to the hazardous substance published in the Federal Registry, petroleum products, and any other product that could cause harm to the environment, property, or life when not in its normal controlled state of manufacture, usage, storage, or transportation.

## **7. Information Requests**

The guidelines for receiving and processing requests for information under SARA Title III will be those published by the South Dakota Department of Environment and Natural Resources, Division of Air Quality and Solid Waste.

## **8. Amendments to Bylaws**

These bylaws may be amended, repealed, or replaced by the LEPC. Prior to any proposed changes, each committee member will be given notice of the proposed changes in writing, email acceptable, prior to the meeting at which the proposed change will be addressed. Any changes to these bylaws will be properly noted in the records of the LEPC.

## **9. Contacts**

In case of a release the contacts are as follows:

Emergency response personnel

911

Mission Fire Department

605-856-4435

RST EPA

605-747-2933

State Emergency Response Commission

Department of Environment and Natural Resources

523 East Capitol Ave.

Pierre SD 57501

605-773-3296

Todd County LEPC

26601 299<sup>th</sup> Ave.

Crookston, NE 69212

605-429-3246

### **Why are SARA Title III regulations important?**

In 1986, Congress passed the Superfund Amendments and Reauthorization Act (SARA) as a response to the chemical accident in Bhopal, India. This was the incident in which gas escaped from an industrial plant and killed or injured more than 1,000 people. Title III of SARA, also known as the Emergency Planning and Community Right to Know Act, establishes the public's right to know what chemicals are stored in their communities. It also requires state and local governments to establish local committees to identify hazardous materials and plan for responding to releases of the materials.

### **What are the regulations that apply?**

The federal regulations for SARA Title III are found in 40 CFR 300-355. Related state statutes are found in South Dakota Codified Law 1-50.

### **Who has to report?**

Any business that has a hazardous material on site may be required to comply with one or more provisions. The requirements are related to the amount of a specific material stored by a quantity called a Threshold Planning Quantity. There are several types of thresholds. The first type is based on the acute toxicity of the substance and ranges from ten pounds to several thousand pounds. Chemicals with this type of threshold are called Extremely Hazardous Substances.

Hazardous materials such as petroleum products, solvents, and most compressed gases, are subject to the second type of threshold. These materials must be reported if the amount located on site exceeds 10,000 pounds at any one time during the calendar year. In addition, retail gas stations with underground tanks may be able to use alternate thresholds of 75,000 gallons for gasoline and 100,000 gallons for diesel fuel.

Certain facilities must also comply with the Toxic Release Inventory by submitting an annual Form R or Form A to EPA and to the state. These facilities must have ten or more employees or a total of 20,000 hours worked by all employees, and use more than 10,000 - 25,000 pounds of one of about 650 listed chemicals during a calendar year. This provision originally applied only to manufacturing facilities with standard industrial classification codes of 2000 to 3999. However, beginning with the 1998 reporting-year, EPA expanded it to cover additional industry groups. These new groups include metal and coal mining, electric power generation, petroleum bulk stations and terminals, chemical distributors, solvent distillers, and certain hazardous waste facilities. Reports are due by July 1 and cover the preceding calendar year.

SARA Title III also requires a business or individual to report releases of substances with a federally designated Reportable Quantity if the release exceeds that amount in any 24-hour period. These quantities range from one pound to several thousand pounds. EPA has compiled a list of these substances and the lists mentioned above into the "Lists of Lists."

### **Where do I get more information about SARA Title III?**

The department has a toll-free number (800) 433-2288 to help businesses get the information they need to comply with SARA Title III. The program contact is Trish Kindt (Trish.Kindt@state.sd.us).

## **II. LEPC DUTIES AND RESPONSIBILITIES**

The LEPC has two primary roles. It prepares and implements the emergency response plan and it also manages the paperwork submissions from industry and their disclosure in response to requests. This involves handling, filing and tracking reports, and preparing data for delivery to the public. Some LEPCs play a broader role by conducting educational programs to help the public understand safety risks and community rights.

The LEPC must establish an information coordinator to respond to public requests. The report of the congressional conference committee on Title III states that a government official able to respond to requests should fill this role. In many cases the LEPC may meet infrequently and would otherwise be unable to respond to requests for information. The LEPC must also designate a location for the public to review information and must publish an annual notice in local newspapers announcing the availability of the emergency plan, material safety data sheets (MSDSs), and inventory forms.

**Proposed LEPC Grant Awards - Subject to Revision - Not Final**

LEPC	Amount to be awarded	Date LEPC bylaws were adopted	Date LEPC officers were elected	Dates of the four quarterly meetings	Date the plan was finalized	Date of annual update of the response plan	Last Haz Mat exercise	Expenditure sheet?	Rollover sheet	2014 Active/Roster?
Aurora	\$994.26	10/15/2014	10/15/2014	10/15/13, 5/17/14, 6/30/14, 9/23/14	Dec-11	Aug-14	08/19/2014	Y	Y	Y
Beadle	\$2,623.50	1/24/06 amended 6/9/09	01/15/2014	11/20/13, 1/15/14, 7/30/14, 9/3/14	04/16/2014	Mar-14	01/20/2014	Y	Y	Y
Bennett	\$485.12	04/25/2013	04/24/2014	1/23/14, 4/24/14, 7/24/14, 10/23/14	07/24/2014	07/24/2014	07/24/2014	Y	Y	Y
Bon Homme	\$1,401.57	03/12/2014	03/12/2014	3/12/14, 5/7/14, 9/17/14, 11/19/14	07/01/2012	05/07/2014	12/04/2014	Y	n/a	Y
Brookings	\$3,030.80	08/14/2003	02/20/2014	2/20/14, 5/15/14, 8/21/14, 11/20/14	10/07/2014	08/21/2014	11/19/2014	Y	Y	Y
Brown	\$3,234.46	Sep-04	11/18/2014	1/21/14, 4/15/14, 7/15/14, 10/21/14	Oct-08	11/18/2014	06/14/2014	Y	Y	Y
Brule/Buffalo	\$1,503.40	07/15/2009	09/30/2014	12/15/13, 4/1/14, 6/19/14, 9/17/14	2012	09/26/2014	06/19/2014	Y	Y	Y
Butte	\$1,554.31	Jan-08	04/16/2014	1/15/14, 4/11/14, 7/16/14, 10/15/14	09/20/2010	08/19/2014	09/29/2013	Y	Y	Y
Charles Mix	\$1,350.66	Jul-09	10/22/2013	10/22/13, 1/28/14, 4/22/14, 7/29/14	09/14/2006	Jan-14	07/28/2008	Y	n/a	Y
Clark	\$1,197.91	03/17/2014	03/17/2014	1/22/14, 3/17/14, 5/30/14, 10/9/14	10/01/2013	12/02/2014	2013 - another planned for 2015	Y	?	Y
Clay	\$994.26	02/24/1992	01/09/2014	1/9/14, 4/10/14, 7/24/14, 10/9/14	02/22/1993	03/19/2014	04/24/2014	Y	n/a	Y
Codington	\$2,521.67	9/5/02, 9/17/03, 6/7/11	9/5/02, 9/17/03, 6/7/11	12/17/13, 3/4/14, 6/3/14, 9/16/14	May-12	05/02/2014	Sept. 9-14, 2014	Y	n/a	Y
Custer	\$1,147.00	08/25/1985	01/08/2014	1/8/14, 3/28/14, 6/5/14, 9/24/14	01/01/2011	01/08/2014	05/22/2014	Y	n/a	Y
Davison	\$1,808.88	Jan-92	11/13/2013	1/8/14, 4/9/14, 7/9/14, 10/15/14	09/04/2014	09/04/2014	2010	Y	Y	Y
Edmunds	\$1,197.91	07/02/2000	04/10/2014	10/10/13, 1/9/14, 4/10/14, 7/10/14	Jan-14	Jan-14	08/20/2014	Y	n/a	Y
Fall River	\$1,757.96	04/05/2006	Oct-14	10/2/13, 1/8/14, 4/2/14, 7/2/14	Oct-12	Dec-14	May-14	Y	n/a	Y
Grant	\$1,452.48	Aug-96	01/15/2014	10/09/2013, 1/15/14, 4/9/14, 7/9/14	Oct-14	Oct-14	06/25/2014	Y	Y	Y
Hand	\$892.43	05/13/2006	12/10/2013	10/8/13, 12/10/13, 2/11/14, 4/8/14, 6/10/14, 8/12/14	Oct-14	Oct-14	10/01/2010	Y	Y	Y
Hanson	\$1,045.17	01/16/2007	01/15/2014	10/16/13, 1/15/14, 4/16/14, & 7/16/14	2009	01/15/2014	05/15/2014	Y	n/a	Y
Hyde	\$1,096.09	03/30/1998	12/18/2013	3/26/14, 6/25/14, 9/29/14, 12/17/14	Jul-99	July-Oct 2014	09/29/2014	Y	n/a	Y
Jerauld	\$1,147.00	07/10/2012	01/29/2014	10/31/13, 1/29/14, 4/30/14, 7/30/14	09/04/2014	09/04/2014	09/20/2014	Y	n/a	Y
Kingsbury	\$1,503.40	09/30/1992	01/29/2014	11/20/13, 1/29/14, 6/23/14, 9/24/14	Sep-12	01/29/2014	06/11/2014	Y	Y	Y
Lake	\$1,961.62	05/31/1994	01/15/2014	1/15/14, 4/16/14, 7/16/14, 10/21/14	revised Oct - 11	10/15/2014	10/15/2014	Y	Y	Y
Lawrence	\$1,605.22	01/10/2008	01/22/2014	1/22/14, 4/10/14, 7/3/14, 10/2/14	2010	1/15/14 - no change	05/22/2014	Y	Y	Y
Marshall	\$1,147.00	03/07/1995	Oct-14	10/6/13, 1/15/14, 4/16/14, 7/16/14	Jun-02	Oct-14	Oct-14	Y	Y	Y
Mellette	\$586.95	2004	01/01/2014	10/3/13, 1/2/14, 4/3/14, 7/3/14	Dec-12	Jan-14	Jul-13	Y	Y	Y
Miner	\$841.52	03/31/2010	03/12/2014	1/9/14, 3/12/14, 5/15/14, 11/5/14	Sep-12	Sep-14	05/15/2014	Y	Y	Y
Minnehaha	\$7,460.29	Jul-79	02/19/2014	10/15/13, 12/17/13, 2/19/14, 4/16/14, 6/18/14, 8/20/14	Dec-08	11/19/2014	04/24/2014	Y	Y	Y
Moody	\$994.26	Jan-14	10/27/2014	10/23/13, 1/27/14, 4/28/14, 7/28/14	03/21/2011	Dec-14	Jun-13	Y	n/a	Y
Pennington	\$6,543.84	11/18/2010	11/20/2013	2/19/14, 5/21/14, 8/20/14, 11/19/14	02/25/2013	03/25/2014	06/21/2014	Y	Y	Y
Perkins	\$1,147.00	04/22/1997	03/19/2014	11/20/13, 3/19/14, 6/30/14, 9/30/14	12/30/1999	12/17/2014	02/27/2014	Y	Y	Y
Potter	\$892.43	02/28/1996	04/09/2014	12/19/13, 4/9/14, 6/26/14, 9/30/14	Apr-08	Apr-14	08/20/2014	Y	Y	Y
Roberts	\$1,656.14	Sep-04	12/19/2013	12/19/13, 3/20/14, 6/21/14, 9/18/14	2007	07/01/2014	03/20/2014	Y	Y	Y
Spink	\$1,503.40	02/11/2000	10/30/2013	10/30/13, 1/22/14, 5/28/14, 9/22/14	02/11/2000	Dec-13	05/28/2014	Y	Y	Y
Tripp	\$1,096.09	Apr-97	March 2009 & unchanged	10/11/13, 3/5/14, 4/10/14, 8/30/14	Sep-03	12/16/2014	05/13/2013	Y	Y	Y
Turner	\$1,554.31	06/20/1905	01/23/2014	11/14/13, 1/23/14, 4/24/14, 7/24/14	01/14/2014	04/24/2014	05/03/2014	Y	Y	Y
Union	\$1,605.22	11/21/2002	02/09/2012	4/2/14, 6/17/14, 10/15/14, 11/21/14	11/13/2003	04/24/2014	04/24/2014	Y	Y	Y
War Hawk	\$2,318.01	04/25/2013	01/30/2014	10/30/13, 1/30/14, 4/24/14, 7/31/14	old dated 1991	Dec-14 & working on complete plan rewrite	10/30/2013	Y	Y	Y

**38 : Total Applications submitted**

**\$66,853.55 : Available \$ amount**