

**Butler County LPEC/Citizen Corp Council**  
**Meeting Minutes**  
**July 21, 2011**  
**Frontier Refinery**  
**El Dorado, KS 67010**

**Attendee**

Pamela Dunham  
Rod Compton  
David Zorn  
Randal Chickadonz  
John Prather  
Jim Shaver  
Ken Nakaten  
Sandy Koontz  
Marla Cutsinger  
Stacy Marley  
Dianne Rollins  
Stephen Fisher  
Jim Schmidt  
Keri Korthals

**Representing**

Butler Co. GIS  
Butler Co. Planning & Zoning  
Frontier Refinery  
Butler Co. Superintendents  
Groendyke Transport  
Andover Fire & Rescue  
El Dorado Fire  
Butler Co. Conservation District  
SRS  
SRS  
Butler Co. Landfill  
KMC  
Butler Co. Emerg. Mgmt.  
Butler Co. Emerg. Mgmt.

**1. Call to Order**

Chairperson Pam Dunham called the meeting to order at 12:21 p.m. She began by noting that there didn't appear to be a quorum present. She advised that the meeting would continue as normal, and she would confirm this against the bylaws later. If it was found that a quorum was indeed not present, agenda items requiring a vote would need to be re-addressed at a later meeting. She then thanked Frontier for providing lunch. Before proceeding with the meeting, there was a brief round of introductions.

**2. Approval of April 2011 Meeting Minutes**

Dianne Rollins made a motion to approve the April meeting minutes, Rod Compton seconded and the motion carried.

**3. Old Business**

Keri Korthals gave a brief summary of the TransCAER Anhydrous Ammonia training, locomotive extrication drill and full-scale exercise that were all held the second weekend in June (in cooperation with BNSF Railway, Groendyke Transport, and TransCAER). John Prather then presented the LEPC with some 8x10 photos from the training, a laminated copy of a newspaper article and a DVD of the Anhydrous Ammonia training. He also discussed the "3 points of contact," as it pertains to working relationships/partnerships between state government, local government, and private industry.

#### 4. New Business

- a. *LEPC Compliance Form (Pam Dunham)*

Pam informed the group that the LEPC must submit this paperwork on a yearly basis, by October 1<sup>st</sup>. It summarizes all the activities that the LEPC must complete in order to stay in compliance with state requirements.
- b. *New Member – Health Department (Pam)*

Pam noted that, due to Carol Borger's retirement and Ylonda Dennis' resignation, the Health Dept is no longer represented on the LEPC. She recommended that the group approve the new Health Director, Janice Powers, as a member of the LEPC and submit an updated membership list to the state. In response to a question from Rod Compton, Pam confirmed that Janice is agreeable to being on the committee. Rod then made a motion to approve, Dianne Rollins seconded and the motion carried.
- c. *2012 Membership Discussion (Pam)*

Pam then asked the committee to begin thinking of any additions or changes that could be made to the membership list for 2012. It was noted that HazMat Response has requested to be part of the LEPC. Since they are an outside vendor and not an actual Butler County stakeholder, Pam asked for discussion. John Prather spoke in support of them and the business relationship he currently has with them. Ken Nakaten asked about getting representation from the pipeline industry. Since NuStar has expressed interest in sitting in on some of the meetings, it was recommended that they be approached about becoming formal members. Pam asked that people start making initial contacts now so any prospective members can be invited to attend the October meeting.
- d. *NuStar Pipeline Exercise (Keri Korthals)*

Keri reported that she and Charlene had had the opportunity to participate in a tabletop exercise with NuStar Pipeline in early July. The exercise included representation from the local NuStar facility, NuStar's corporate offices, HazMat Response, KCC, and the U.S. DOT/PHMSA. She noted that some good contacts were made, and EMA was able to educate the pipeline reps about the local resources available to them during an emergency.
- e. *Pipeline Maps (Pam)*

Pam reported that one of the contacts made at the NuStar Pipeline exercise was a representative from PMHSA who committed to help her get the pipeline maps as a GIS layer. Once it is received, this information will be made available to 9-1-1 and Emergency Management. Rod Compton then commented that Planning and Zoning could benefit from this data as well when issuing permits .
- f. *MRC (Keri)*

Keri noted that Charlene and Janice Powers have discussed moving responsibility for the MRC (Medical Reserve Corp) from EMA over to the Health Dept. MRC is one of the volunteer programs that falls under the umbrella of the Citizens Corp (like CERT), and is meant to create a cadre of medical professionals (nurses, doctors, paramedics, etc) who can deploy to work in disasters. The MRC in Butler County has been inactive since the loss of the previous coordinators, but the county has grant funds available to be used on

this program.

g. *Information Gathering for Regional Planning Project (Keri)*

Keri reported that the South Central Regional Homeland Security Council (along with the Northeast Region) has contracted with SLEMC to develop a system to inventory and track all the resources that exist in the two regions, as well as a plan for deploying those resources (both inside and between the regions). Scott Wiltse from SLEMC is in the process of contacting various departments and agencies in Butler County to inventory all of our equipment and other deployable resources. Unlike previous inventory attempts, this one will not be limited just to NIMS-typed resources. Jim Schmidt also noted that the State's goal is to eventually create a statewide resource database, which would encompass all the information gathered in this project as well. In response to questions, Keri clarified that, when the database is complete, individual chiefs/agency heads will have secure/password access to update their departments' information.

h. *HMEP Grant (Pam)*

Pam announced that, based on responses from committee members, the LEPC has submitted an HMEP grant application requesting funding to offer an additional Basic HazMat IQ class, followed by an Advanced HazMat IQ class. By offering a second Basic class, the goal is to create a larger pool of individuals who are eligible to take the Advanced class. The total amount requested is \$11,900, with a \$2,975 match. The same vendor that delivered the Basic class last year would be used again this time. David Zorn noted that Frontier may be interested in partnering with the LEPC to make it possible to offer two of each class.

i. *HazMat Tabletop Exercise at October Meeting (Pam)*

Pam noted that the LEPC needs to complete an annual exercise and requested ideas for a short tabletop exercise to be held at the October meeting. After some discussion, the consensus was to hold an exercise involving a pipeline or storage tank incident.

j. *Radio System Capabilities (Steve Fisher)*

Due to the communication issues he saw in Joplin, Steve raised concerns about how the hospitals would be able to manage disaster/incident radio traffic and their day-to-day medical traffic, given their current capabilities on the Butler County radio system. He noted that the hospital radios have limited channels, and they are unable to talk to each other or to any responders other than the ambulances. Jim Schmidt noted that any new talkgroups must go through the radio system administrator and approval must be obtained from the chiefs/agency heads before their talkgroups are added to radios outside their departments. He suggested that the hospitals use the SC10-MED talkgroup on the State system until the right people are brought together to work out a better solution.

## 5. Reports from Members

- a. *Rod Compton* – Rod requested that an exercise be developed that would help his department test their role in a disaster, such as a flooding incident requiring building inspections. Pam agreed that an exercise is needed that would incorporate players who

are not usually included in exercises (because they are not first responders), but who would have a role in a real incident. This includes departments such as GIS, the Landfill, Planning/Zoning, etc. Jim noted that Emergency Mgmt would like to do an EOC exercise, and could roll this request into that. It was also suggested that some workshops be held before the exercise that would focus in on such topics as debris management.

- b. *David Zorn* – David announced that Frontier is now Holly Frontier, but locally it will still be known as Frontier El Dorado (except the signs will now have “LLC” instead of “Company” on them). He also reported that eleven ERT members are at Texas A&M for training.
- c. *John Prather* – John stated that he will try to get Barton Solvents and BG Products to attend the October meeting as potential new members.
- d. *Jim Shaver* – Jim reported that Emergency Mgmt conducted a tabletop exercise for the City of Andover in June.
- e. *Ken Nakaten* – Ken noted that El Dorado’s outdoor warning sirens have been ordered and will be installed in August. He also reported that they are reviewing bid proposals for a new HazMat response vehicle and hope to be putting in an order soon.
- f. *Marla Cutsinger* – Marla advised that the new SRS Secretary is doing extensive “house cleaning” and changing out much of their leadership. She noted that, locally, the Wellington and McPherson offices are being closed, but El Dorado will stay open. Two of the six regional offices will be closed as well and the regional boundaries will be re-drawn (possibly after the judicial boundaries are re-aligned?). She reported that so far there have been no layoffs – personnel at closed locations are being moved to other locations. Closures will happen by October 1<sup>st</sup>.
- g. *Dianne Rollins* – Dianne reported that they are meeting with KDHE on a permit modification to fill in the valley between the old and new landfills. There are engineering hurdles to get over, but the change will add 24 years to the landfill’s approximate 40-year remaining lifespan. RFPs are going out next month for the gas energy project.
- h. *Jim Schmidt* – Jim reminded the group that an Exercise Design class will be held in Andover at the end of August. The class is currently full with a wait list. He also reported that outdoor warning sirens are currently being installed around the county under a siren grant, and a “giveaway” under a weather radio grant is in full swing. He expressed gratitude to SBA and the Health Dept for putting up the matching funds for the weather radios. Both Emergency Management and the City of Douglass applied for and received grant funding. Jim announced that by the end of the summer there should be 500 new weather radios in operation in homes around Butler County . A celebration is being planned for the August 23<sup>rd</sup> County Commission meeting. The National Weather Service, SBA, Health Dept, media, etc will be invited to attend.

**6. Next Meeting**

The next meeting will be held on Thursday, October 20<sup>th</sup> at Susan B Allen Hospital.

**7. Motion to Adjourn**

John Prather made a motion to adjourn, Dianne Rollins seconded and the motion carried.