



MID-AMERICA LOCAL EMERGENCY PLANNING COMMITTEE

April 14, 2011
MEETING SUMMARY

MEMBERS PRESENT

Paul Dolak, Brenntag Mid-South, Chair
 Bill Fiser, Southern Platte Fire Protection District, Vice Chair
 Les Boatright, KCP&L
 Micheal Boos, Raymore Emergency Management
 Jon Brady, North Kansas City School District
 Mike O'Neal, Alternate for Commissioner Jason Brown, Platte County
 Richard Carrizzo, Southern Platte Fire Protection District
 Michael Curry, Jackson County
 Hank DuPont, Overland Park Fire Department
 Bob Evans, Unified Government of Wyandotte County
 Kevin Fightmaster, Missouri Gas Energy
 John Greene, Independence Fire Department
 Clyde Hicks, Honeywell Corporation
 Roarke Holzschuh, Missouri Department of Natural Resource EER
 Mike Klender, KCMO Water
 Mike Latta, KCFD Special Operations Bureau
 Tim Lynch, Overland Park Police Department
 Amanda Oliver, Alternate for Commissioner Pam Mason, Clay County
 Matt May, Johnson County Kansas Emergency Management
 Michael McMenus, Hawthorn Power Plant
 Jack Laptad, Alternate for Greg Moerer, Bayer CropScience
 Mark Owen, Platte County Sheriff's Department
 Tim Richards, City of Olathe - Fire Department
 John Ruddy, Fort Osage R1 School District
 Eddie Saffell, Central Jackson County Fire Protection District
 Mike Shelton, City of Riverside
 Gene Shepherd, Kansas City Missouri Emergency Management
 Mark Sherwood, Sni Valley Fire Protection District
 Stan Swaggart, Cass County Emergency Management
 Frank Tittone, Kansas City Fire Department
 Carolyn Wells, Liberty Hospital
 H. David Williams, North Kansas City Fire Department
 David Williams, EPA Region 7
 Michael Williamson, Strategic Health Care Group
 Mike Wilson, City of Kansas City, Kansas Fire Department

GUESTS PRESENT

Mike Baughman, Wyandotte County Emergency Management
 Chris Dusil, Kansas City Kansas Fire Department
 David Dock, Olathe Fire Department
 Mark Falder, Kansas City Missouri Fire Department
 Dawn Hein, KCP&L
 Travis Hux, Raytown School District
 Mike Jenkins, North Kansas City Fire Department
 Matt Jung, USDA GIPSA
 Joanne Nielsen, USDA GIPSA

Kim Piepmeier, Arnette LTD
Ken Roggenkamp, DOE-NNSA
Robert Russell, North Kansas City Police Department
Maureen Scott, DuPont Personal Protection
Bill Stewart, Kansas City Terrorism Early Warning

EXCUSED

Lane Sekavec, Union Pacific Railroad

MARC STAFF

Chris Allen, Emergency Services, MARC
Erin Lynch, Emergency Services, MARC
Lisa Elsas, Emergency Services, MARC
Justin Sorg, Emergency Services, MARC

1. WELCOME AND INTRODUCTIONS

Chair Paul Dolak welcomed everyone and self-introductions were made.

2. APPROVAL OF AGENDA AND MEETING SUMMARY – Mr. Fightmaster made a motion for approval; it was seconded by Mr. Boatright and the motion was approved.**3. FINANCIAL REPORT** – Ms. Lynch reported last month's expenses were approximately \$6,244 and CEPF has a remaining balance of \$123,731. The contract with the Kansas counties has been finalized and the only work to do is to implement the match.**4. PRESENTATION:** Jon Brady, Director of Safety & Security, North Kansas City School District, LEPC Co-Chair of the School Subcommittee will give a brief presentation on preparedness & safety for schools.

As most here know, Chief Williams had wanted to reach out to schools concerning shelter-in-place and Ms. Lynch contacted the Missouri Center for Safe School UMKC and the Kansas Center for Safe Prepared Schools to explore ways to partner. This exploration created the foundation of the sub-committee to help support crisis response planning in our schools.

Traditionally, schools have used flip charts for their crisis response plans. When he first got to the North Kansas City School District, he reviewed their crisis plans and it raised some flags. As 1st responders know, in an emergency, you perform to how you are trained, and schools trained to the steps in the flip charts. This approach can limit responses. Now, schools are trying to move away from flip charts to an all-hazard approach that is based on situational assessment and ICS.

- ❖ One of the biggest problems for schools, during emergencies, is that students text outsiders. This causes a large influx of calls, limiting communications, and increases the number of parents who converge upon the school. This is a huge problem not only for 1st responders but also for the schools on how to deal with this group. The increase in parents at a school scene can also block response routes. In their crisis plans, schools need to account for what to do in these situations
- ❖ Secondly, it is very difficult to evacuate an entire school at once. Evacuating large student bodies can be very difficult. The challenge is also different depending on the grade level being evacuated. Younger students needs tend to follow directions well, but need more directions and supervision. High school students have their own free will and are harder to contain, making it more difficult to account for students.
- ❖ Other challenges are found in transitioning schools from the flipcharts to the all hazardous approach. Many are used to the flipcharts, which are very easy to use and everyone likes easy. The all-hazards approach is more challenging, with training requirements, especially for administrators, and finding time to train can be difficult. On top of that, finding training venues can also be a problem especially with the budget restraints. The School Subcommittee has an opportunity to assist with some of this and there is low-cost training out there; the committee can help gather and share this training information.

The other parts of the school community are parents, students, the teachers, and the public. Training parents and the community is sometimes a challenge, but they are a large part of the emergency response plan. With shelter-in-place, the LEPC has wanted to share information with the community which would not only help the LEPC meet its goals, but it would help the schools better train parents and students.

Law Enforcement training between other agencies and schools is really pretty good. At one of the subcommittee meetings, some SROs attended and they are looking at increasing intra-school training. School Resource Officers could very easily be called to other districts to respond to a crisis.

The first training course the subcommittee offered for school administrators was Emergency Management 101(EM 101). This course was chosen because even in school districts that has tried moving towards the all hazardous approach; every building is at a different level of transition. Also, every school district is at a different level on this transition continuum. This introductory course hopefully provided a draw for any school moving toward the all-hazards approach. Participants in the EM 101 also went around the room and discussed issues and problems that they are facing and this is something that is very helpful to school administrators. Schools do their best, but encounter new issues every day and discussion, such as the one done at the workshop, helps spur new ways of handling these situations.

Questions raised by the first training helped spur discussion topics in the second meeting. Between the 1st and 2nd meetings, a survey was also sent out that also identified discussion topics. The survey showed that: 50% needing more information on shelter-in-place, 30% need help with crisis planning, and 15% basic drill procedures. The Kansas Center for Prepared Schools also sent out a survey and their results were similar with their schools on the broad spectrum of emergency planning. Something he found interesting about their survey was that 92 % felt that their needed more oversight.

Emergency drills that schools do are:

Earthquake – This is a basic drill that schools practice on the Mo side and the southeastern part of the state are required to have 2 earthquake drills per year. This side of the state is not required to conduct these drills since they are not in the specified counties.

Fire - Fire codes throughout the universe require schools to do monthly drills when in session. This has been very successful.

Bus Evacuation – Required to drill in Missouri by regulations- must do 1 per year for grades 1 – 6.

Lockdown- no known requirements

Shelter-In-Place- no known requirements

Severe Weather (tornado)- no known requirements

For lockdowns, shelter-in-place and severe weather drills, it is harder to find guidance in state statues or in regulations. This is similar on the Kansas side with their House Resolution 1518 stating that they urge schools to update their crisis plans and conduct drills.

If there was one massive school shooting in this country, tied to terrorism, not only would all of the parents from that town go to the schools and pick up their children, but across the county parents would respond to pick up their children causing communities to shut down. Schools are soft targets and very vulnerable with typically 25% of the population in school on a given day.

To target harden, schools should be required by law to conduct drills. Mr. Brady stated the School subcommittee has an opportunity to maybe look at supporting additional laws requiring/regulations requiring drills.

Their subcommittee continues to share information and there is quite a bit of training that is available at a low cost or free and they are trying to bring this information together and share it back out with the schools. They do understand that finding training and bringing in training is very expensive. With the hard times, schools need to know where they can go to find trainings. The next subcommittee meeting is tentatively scheduled for late July and they are looking at having an example of a crisis planning and the next steps for schools to move to the all-hazards plan. Schools have also expressed an interest in school threat assessment training. A lot of times there will be implied threats towards a school on Facebook or through other such avenues and schools need to be better prepared to bring those students in, talk to them and to determine if that student is a viable threat for the building and/or the community. Also, in schools, drills are incorporated into crisis planning, lockdown, severe weather and evacuation. This is a great opportunity for the LEPC to share their shelter-in-place information not only with schools but also with the parents. We can share the protocol on what this group expects the schools to do, but also what they should expect from 1st responders. When the chemical spill happened at the Casino, Chief Williams and had discussed that the plumes could have headed toward the High School. 1st responders would arrive in hazmat suits and this was very scary for administrators when this was explained to them. Quite a few administrators do not realize 1st responders protocols. They may have some kind of idea but to share clearer expectations would be beneficial. He shared a story on using acronyms and how one person can believe you are saying something else. The all hazard plan would be a good way for everyone to get on the same page with acronyms. Chair Dolak shared that he thought that this

subcommittee was doing a great job. He felt that for him a couple of things had hit close to home which was: 1) he would like to see the 12% that is doing tabletops changed to 88%, 2) the fact that 25% of the population was in schools. That count shows how important this subcommittee really is to the LEPC and its outreach.

5. SUBCOMMITTEE REPORTS

a. Public Outreach – Chief Tittone – Some community groups that have inquired about the LEPC trailer being available for their events. He inspected the LEPC trailer and put together a handout that was in the packets. The trailer is in bad shape and could not be used in its current state. Some of the issues are: rusting, dead generator battery, broken drawers, rusted tongue and a couple of tires need to be replaced. He shared that this group needed to make a decision on what they would like to do with the trailer. If they agreed to keep it, it would need to be repaired and updated. He also noted that storage has also been an issue. Right now, it is at their building and could stay there for now. He also offered to get a bid on what it would cost to repair and update it. Captain Owen said that the big questions were if it is decided to repair it; will it be used more than once or twice a year. Is fixing it going to be cost beneficial? If it is retro-fitted, what will it be fitted to? There was some discussion about this and it was decided that the subcommittee would review where and for what they would use or need the trailer. Then, this topic would be considered again at the May meeting. Vice Chair Fiser asked if Chief Tittone would be willing to serve on a subcommittee to work on ideas and he agreed to participate. This subcommittee will consist of Vice Chair Fiser, Chief Tittone, Mr. Fightmaster and Mr. Brady.

Captain Owen – Reported that the weather radio public announcements started on the 11th with KSHB and Time Warner. They will run for 6 weeks promoting the weather radios; along with some media press in some of the newspapers, KSHB will send a meteorologist out to a Price Chopper for 2 hours for personal appearances and their subcommittee will be working this afternoon to finalize which 2 stores. While they are promoting weather, they are also promoting all hazards and shelter in place. There will not be a public education workgroup meeting this afternoon because of schedule conflicts. It will be rescheduled soon to work on the public education UASI grant proposal.

The next campaign is Personal Responsibility/Personal Preparedness. Their subcommittee has been considering some ideas of looking back through history with famous people and promoting that the citizens also have a responsibility to take care of themselves. He asked those people that had any ideas or quotes to email them to Mr. Baughman, Mr. Crowe or to him. Ms. Wells asked if this would be similar to the Ready.gov and the Ready in 3 program that Missouri has. He believed that those materials could be considered as what they were looking for, but they want citizens to get to a point where they understand it is their responsibility and civic duty for personal preparedness.

b. Training Committee Report – Vice chair Fiser

The *Handling LP Gas Emergencies* training was held at Sugar Creek Fire Department. 21 participants attended. The training was led by MUFRTI and received good participant feedback. The *Hazardous Materials Work Practice Refresher* training was held at the Overland Park Fire Training Center April 11, 12 and 13. The training was presented by the KS State Fire Marshalls Office. An estimate of 30 participants attended each session.

Upcoming classes:

The Kearney Fire Department is hosting the *Hazardous Materials Awareness* (April 16) and *Operations* (April 19, 21, 23, 26, 28) level courses in. Please refer to flier for details.

The *Hazardous Material Incident Response: Technician* course is scheduled at Southern Platte Fire Protection District on May 16-20. The deadline for registration is Monday, May 2nd.

The Region VII LEPC/TERC Conference is scheduled July 28-30 in Omaha, Nebraska. Registration is open to LEPC members. Travel expenses will be funded with HMEP funds. Anyone interested in attending should contact Ms. Elsas (lelsas@marc.org) or Ms. Lynch (elynch@marc.org).

c. Plans – Ms. Lynch – The subcommittee met on March 30th. A representative from the Magellan Pipeline attended and provided updated maps and updates to their emergency plan. Magellan representatives will come to speak to the full LEPC later this year. In addition, the subcommittee talked about updates to the LEPC Plan. The consensus was that to focus on a comprehensive hazard analysis, building off the current analysis and trying to ensure there is an accurate picture of the entire LEPC area; including the Kansas counties. The next subcommittee meeting will be at the SEMA conference. After that, they plan to bring a recommendation back to the full committee on how to go about making

updates to the LEPC Plan. There was discussion about streamlining the Plan, possibly moving some material to a standalone annex. Ultimately, the goal is to ensure the Plan is useful.

At the School LEPC subcommittee meeting, there was an interest in looking for a way to house and share information. HSIN could serve this role. Mr. Sorg provided a brief demonstration on HSIN Homeland security Information Network.

HSIN was designed to be a free online document repository and collaboration tool from DHS available to the metro area and replaces this function that was previously accomplished by MEIS. The system is open to all RHSCC Subcommittee members and other affiliated committees. One of the features of the system is a “Useful Links” section meant to be a “one-stop-shop” to access other regional systems that are online. Since all of these systems are secure, a separate logon/password is needed for those systems, but they can be accessed from HSIN. The Document Library houses documents that have been produced by various subcommittees and/or informational materials sent out by the state of federal government. HISN Connect is an online webinar tool similar to Go To Meeting and is also free to the region. Meeting rooms can be set up with access open to anyone or restricted, depending on the needs of the user. This has been a very useful tool and will be used this week for training for the upcoming Public Health exercise and has been used in the past for other types of meetings. Additionally, there is the ability to set up specific “communities of interest”. The MEMC Plan’s subcommittee uses this feature and only Plans members have access. Dates, meetings, tasks and materials can be linked to an Outlook calendar and downloaded by the user. This has been very useful especially when participants are not able to attend meetings in person.

In the packets was a protocol for use of HSIN. The MEMC Plans subcommittee maintains oversight of the system and since it is a secure DHS website we are required to have protocols for membership to ensure the integrity of the system. The system is only for Unclassified and Sensitive information. Basically, the main protocol is that you have to be a member of or supported by a committee of the RHSCC or an affiliated committee at MARC. Then, be willing to abide by the standards set forth in the protocol which consist of keeping up-to-date user name and password and notify the system administrator (Mr. Sorg) if you no longer need access to the system. Private industry members are being asked that they sign a non-disclosure agreement. Initially access will be granted to full LEPC members or their alternates. Government agencies do not have to sign disclosure forms, but do need to be authorized by the LEPC chairs.

- d. **Transition – Vice Chair Fiser** – With the Kansas counties becoming a part of this LEPC, there was a desire and need to change the logo to reflect this partnership. The draft logo was displayed. Mr. May shared that they were conferring about the logo and they felt that there needed to be some kind of color contrast; maybe changing the Kansas side to crimson. Mr. Evans suggested outlining the whole set of counties with a darker color. Ms. Lynch shared that this is time sensitive since she has received emails regarding the logo. Chief Dusil shared that some individuals are unable to see color and it would be nice if this could be changed and then sent out to several individuals to review the colors. Mr. May shared that the red might be the best color since it is a color already in the logo and each new color costs money when you are having the logo printed on items such as t-shirts. New colors cost more in the set up for the silk screens. Captain Owen shared that where it says KC Region that if you were to take this logo out and display it publically they would not know what region. This needs to be better identified. Mr. Evans made a motion to do some contrasting and then emailed it out to several individuals to see if they could see the colors; this was seconded by Chief Williams and the motion passed.
 - e. **Metro Schools** – See agenda item 4.
 - f. **Industry – Ms. Lynch** – This subcommittee is planning to get together in mid-May to do some initial planning.
6. **HAZARDOUS MATERIALS/TIER II REPORTING – Ms. Lynch** – There was no incidents reported to the LEPC in the past month. Tier II reporting is continuing and the region has received 790 reports.
7. **HOMELAND SECURITY ACTIVITIES – Ms. Lynch** – Congress is expected to vote on the Appropriations Bill 1473 today and if it passes it includes an 18% reduction to Urban Areas, around a 34% reduction for the State Homeland Security Program, a reduction to the MMRS and does not include limiting the number of urban areas which at the last LEPC meeting, that was really the region’s focus to discourage any limitation to urban areas. It is unknown if the vote will happen or not, but this is being monitored and information will be shared as it becomes available.

The RHSCC had a strategic planning work session on April 4th to review the initiatives that are underway, appreciate what work remains to be done and to seriously discuss sustainment in relations to the reality of today vs. 8 years ago. All of the discussion will help influence an application for the region if the region is able to put forth an application. Urban Areas were asked to go ahead and proceed as if we would be eligible to submit an application for 2011. So, co-chairs across the region are working on their 2011 project proposals for the next year and those are due on Friday.

9. ANNOUNCEMENTS/OTHER BUSINESS – Chair Dolak

The SEMA Conference is May 3-6 and eight representatives will be attending. He reminded those representatives that they would be doing LEPC strategic planning while at the conference.

10. PUBLIC COMMENTS -

11. NEXT MEETING: May 12, 2011

Handouts:

March Agenda

February Summary

Financial Report

LEPC Trailer Information

HSIN Protocol

Training Fliers

Safety City Flyer