

CITY OF PROVIDENCE

LOCAL EMERGENCY PLANNING COMMITTEE #2

C/o Providence Emergency Management Agency
& Office of Homeland Security
591 Charles Street
Providence, RI 02904
(401) 228-8000

Meeting Minutes of March 14, 2012

(Submitted by Dave Aucoin – Narragansett Bay Commission)

ATTENDEES:

David Holden – Providence Animal
Control
Jeff Halliday – Lehigh Cement
Donald Palumbo – Prov. Police Vin Check
Joe Goudreau – National Grid
Adam Hayden – Ports America
Tim O’Connor - JWU
Richard Moore – JWU
Mike Turbitt - UNIVAR
Tom Armstrong – Mahr Federal
JJim McElroy – RI Hospital
Josh O’Neil – PEMA
Joe Murphy – Hudson Asphalt
Peter Marinucci – PEMA
Jill Eastman – RI DEM
Mitch Stevens – UNIVAR
Carol Gaboriault – Mahr Federal

Steve Kinnan – MOTIVA
Scott Jacobs – SIMS Metal Mgt.
Dave Aucoin – NBC
Mike Russo – Save The Bay
Henry Huppert – Brown University
Alan Cantara – RISD
Gary Waldron – Enterprise Products
Sue Mayo – JWU
Bill Ostiguy – Ferguson Perforating
Michael Dillon - PFD
Filomena Lupo – Community Group Rep.
Ed Capezz – SIMS Metal Management
Mike Weiderman – SIMS Metal Mgt.
Craig Kampmier – Elmhurst Extended Care
Steve Knowles – Women & Infants Hospital

- Meeting was called to order at 10:07 AM by LEPC #2 Chairman Acting Fire Chief Michael Dillon in the Main Auditorium of the Providence Public Safety Complex, 325 Washington Street, Providence, RI 02903.
- Chief Dillon made a motion to suspend the reading of the minutes from the last meeting, as Scott Atkin had previously emailed them and they have been emailed to Brown University for posting on the LEPC 2 website. The motion was made, seconded, and accepted.

Correspondence/Handouts:

Dave Aucoin provided copies of the Port of Providence Sector Map to all the committee members.

Membership Committee Reports

City of Providence:

Communications: No Report.

Emergency Management: *Peter Marinucci – PEMA*

- PEMA is planning a large-scale evacuation drill in June, which will involve the evacuation of several thousand residents from a few high-rises in downtown Providence. PEMA is required to conduct annual evacuation drills of all city buildings that are higher than 70'. There is no specific incident that will correlate with this drill, but it's expected to take about an hour and a half to complete.

Fire Department: *Chief Michael Dillon – PFD*

- Hazmat response training is on-going, with the PFD Hazmat Response Team coordinating all of the training.
- Chief expressed his gratitude to all Committee members for submitting the Tier II Reports accurately and on-time. Some paper reports are still being submitted, however.
 - The point that each facility's Tier II data gets imported into CAMEO was reiterated.
- The State Emergency Response Committee (SERC) is back together and meeting regularly.
- The PFD did not have to respond to any hazardous materials incidents since the last LEPC meeting.
- The PFD will be using the Mahr Federal property site to exercise the City's emergency response plan in June. Motiva has been the host property for this exercise in years past.

Inspections & Standards: No Report.

Mayor's Press Office: No Report.

Planning & Development: No Report.

Police Department: No Report.

Colleges/Universities: *Alan Cantara*

- RISD is currently planning a tabletop exercise with PEMA for 4/26, which will simulate a fire situation within a dormitory.

Public Property: No Report.

Public Works: No Report.

Solicitor's Office: No Report.

Tax Assessor: No Report.

State of Rhode Island:

RI DEM: *Jill Eastman*

- DEM Emergency Response was heavily involved with the recent discoveries of white powder found in several envelopes that were mailed to the Greenbush Elementary School in Warwick. The powder was found to be a harmless substance, and DEM is working with the Hazcom De-Con Sub-Committee to draft and mail a letter to all RI schools advising personnel on how to properly handle suspicious packages or envelopes, if this should happen again in the future.
 - During this same time period, Chief Dillon had immediately notified the Providence School Dept. to not open any packages that were postmarked in Dallas, TX, as this is the suspected area of origin for these mailings. Chief stated that the PFD has specific instrument testing procedures in place to examine suspicious packages and mailings for pH and LEL.

Department of Labor: *Chief Michael Dillon, on behalf of*

- Chief Dillon reported that Jim Larissa at the Dept. of Labor & Training has been very active with not only managing the intake of Tier II Reports, but has also been very active with the SERC.
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RIEMA: No Report

SERC: The next SERC meeting will be on 3/5 and new By-Laws have been adopted

EPA: Sue Mayo reported that Jim Gaffey is currently in Maine, and therefore was unable to attend the meeting.

USCG Sector Southeastern NE: No Report.

Hospitals: *Steve Knowles – Women & Infants*

- The hospital held an exercise in February that involved an explosion inside one of their buildings. The exercise also simulated water damage that resulted from the hospital's sprinkler system. PFD assisted with the exercise, which also gave the hospital the opportunity to implement their Search Capacity Plan.

Red Cross/VNA: No Report.

RIPTA: No Report.

Facility Reps/Owners: *Dave Aucoin – Narragansett Bay Commission*

- *Hazwoper Refresher Training:*
 - NBC submitted a formal request to Chief Dillon and the SERC Training Committee to obtain free 8-Hour Hazwoper Refresher training (Awareness Level) for approximately 35 NBC employees. This training was approved and successfully held at NBC in January. NBC took advantage of the SERC funding for this type of training last year, as well.

- *In-house Safety & Health Training:*
 - Permit-required Confined Space Classroom training has been on-going throughout February and March for all applicable NBC employees, and field training will be scheduled for the spring,
 - Lockout/Tagout classroom refresher training will be conducted in April for all affected and authorized NBC employees,
 - Throughout February, certain NBC staff participated in a series of FEMA Region I Cyber Security Awareness webinars. These webinars are to engage companies and utilities in planning aspects, in preparation for a National Level Exercise (NLE) that will be held by FEMA in June.

- *Tier II Submission:*
 - NBC's Tier II Reports were submitted to the Dept. of Labor & Training, PFD and EPFD on 3/23. The Dept. of Labor and Training had an ongoing problem with NBC's electronic submission, as they were not able to view or open the attached .t2s file. As a result, NBC submitted to the Dept. all Tier II data on disk, in addition to paper format. It appeared that no other LEPC 2 facilities present at the meeting experienced this issue with the Dept.

- NBC also hosted a Port Evacuation Drill Planning meeting at its Corporate Offices Building on 2/14. Another meeting has been scheduled for 4/24 at NBC, during which MaryAnn Medeiros from OSHA will be giving a presentation on OSHA's Emergency Action Plans Standard (29 CFR 1910.38).

Providence Harbor Co-op: No Report.

OLD BUSINESS:

All items under Old Business were suspended for discussion, as they were discussed at the next Port Evacuation Planning meeting, which was held immediately following the LEPC meeting.

NEW BUSINESS:

- *Chief Dillon* stated that the PFD needs to exercise the LEPC Response Plan soon, and Mahr Federal has offered the use of their property for the exercise. In the past, the PFD has exercised the Plan in conjunction with the Hazmat Response Plans at National Grid, TEPPCO, Motiva and Univar. The PFD's Plan hasn't been exercised in almost 2 years, and a deadline for conducting the exercise has been set for October.
- The PFD has now received a new foam extinguisher trailer to combat flammable liquids. The trailer was acquired through UASI funds.
 - The PFD will be using this trailer during a joint exercise with the EPFD at the Exxon-Mobil facility in East Providence.
- Chief Dillon formally invited Filomena Lupo, long-time Community Group Representative for LEPC 2, to serve on the SERC Planning Committee as a public member.
- *Sue Mayo – JWU*
 - Sue stated that JWU will be conducting a drill on 4/20 with the Cranston Fire Dept. and the USCG. The situation will involve a chemical release from a vessel in the Bay. The Harborview dorm located just over the city line on Narragansett Blvd in Cranston will be evacuated to the Harborside Campus.

Chief Dillon made a motion to adjourn the meeting at 10:37 AM. Motion was seconded and approved.

The next LEPC 2 Quarterly Meeting will be held on Wednesday, June 13th, 2012 at 10:00 AM in the Providence Public Safety Complex's Main Auditorium.

Please visit the LEPC #2 website at www.rilepc.org to check for previous meeting minutes, upcoming events, training opportunities, and important compliance information.