

New Hanover County LEPC Meeting Minutes

March 13, 2002

The following persons were present:

Babb, Jeff	NHC Emergency Management
Burns, Wayne	NHC Fire Services
George, Mike	NHC Emergency Management
Harts, Stan	UNCW
Hollinger, Bob	Occidental Chemical
Larimer, Wendy	SBTDC - Marine Trades Services - UNCW
Marlow, Paul	NHC DEM
McMenimen, Lee	Corning
Naugle, Mary Jean	Fortron
Ollis, Phil	General Electric
Pridgen, Frankie	NHC Fire Services
Thiel, Carol	NHC Emergency Management
White, Lisa	KoSa
Williams, Paul	AAI Pharma

Welcome and Introductions:

- An LEPC Meeting was held at 8:00 A.M. on Wednesday, March 13, 2002 at KoSa's Training Facility. Mike George welcomed all LEPC members and called the meeting to order. Mike George passed out the minutes of the February meeting and reviewed them with the group. A roster was circulated to record those members that attended the meeting.
- Mary Jean Naugle of Fortron briefed the group on site evacuation procedures and the audible alarm system in case an emergency occurred at the facility during the meeting.
- Each LEPC member made a brief introduction and updated the group on current events. Mike George told the group that he had received most of the Tier II reports. However, Mike stated that approximately six companies had not turned in a report. Mike George stated that the LEPC needs to develop a procedure describing what actions need to be taken in order to address the situation when a company does not submit a Tier II report in a timely manner. This procedure needs to undergo legal review before it is finalized. Mike will look into this matter further and report back to the group.
- Mike also briefed the group on the tabletop exercise at U.S. Filter. Personnel from Occidental Chemical, County Fire Services, Emergency Management, and US Filter participated in the drill. Overall the drill went very well and a good critique was conducted afterwards.

- Lisa White reported that KoSa is preparing for 2nd quarter emergency response training with County Fire Station #51.
- Paul Marlow stated that New Hanover County Environmental Management is still looking into Household Hazardous Waste Collection Day. The main issue is how to fund the event.
- Stan Harts stated that no progress has been made concerning the development of a local chapter of the American Society of Safety Engineers (ASSE) for safety professionals in the Wilmington area.
- An announcement was made that a HazMat technician course will be offered through Cape Fear Community College from April 8th to April 19th.

Subcommittee Updates and Administrative Items:

- Lee McMenimen is heading up the Emergency Planning Committee.
- Lisa White is heading up the Hazard Assessment Committee. Paul Marlow is working with Lisa on this committee.
- Phil Ollis and Mike George are heading up efforts on the Information Management Committee and are looking for more help on the Committee.
- Stan Harts is heading up the Community Education Committee. Bob Hollinger and Mike George are working together with Stan on this committee.
- Mike George then asked subcommittee members to break out into teams and list four goals that each group would like to accomplish this year. Mike also asked Frankie Pridgen to identify specific goals for the Emergency Response Committee.
- Each team then developed a list of goals and presented these ideas to the group. Mike then asked each team to send him a summary of subcommittee goals so they could be posted on the LEPC website.
- Mike also asked all subcommittees to meet before the next scheduled LEPC meeting in April. Mike would like to see more people involved on these subcommittees.

Adjourn

- Mike thanked Mary Jean Naugle of Fortron for hosting the meeting at KoSa. Mike then thanked the group for attending and adjourned the meeting. The next meeting will be held on Wednesday, April 10th at the UNCW University Union in Room 201.