



REQUEST FOR BOARD ACTION

ITEM NO. 8

DATE OF MEETING: October 17, 2011

REQUESTED BY: Charles R. Collins, Emergency Management Director

SHORT TITLE: Resolution Authorizing Creation and Membership Approval for the Pender County All-Hazard Planning Committee

BACKGROUND: Under the Superfund Amendment and Reauthorization Act of 1986 (SARA Title III), it is required that local governments create an Emergency Planning Committee to aid in effective emergency planning and promotion of the Community Right to Know provisions that assist in enhancing the public's knowledge and access to information regarding hazardous materials and the facilities that produce, house, or transport said chemicals.

The AHPC committee must be comprised of members such as elected officials, emergency and public health services, community groups, operators of EHS facilities, and the local media. The committee responsibility is to review, evaluate, update, and maintain emergency plans yearly, make available emergency plans to the public, review and maintain hazardous material information from EHS facilities, submit emergency plan to the state SERC for review, and process public information and requests as needed.

The committee membership is to be approved annually by the County Commissioners. Committee membership for 2012 recommended includes the following:

<u>Position Represented</u>	<u>Name</u>	<u>Organization Represented</u>
Elected Official	Howard Braxton	Town of Topsail Beach
Local Official	Robert Barnhill	Village of St. Helena
Public Health	Shirley Steele	Pender County Health Department
Fire	Eddie Thomas	President, Fireman's Association
Emer. Services	Everett Baysden	Pender Volunteer EMS and Rescue
Transportation	Glenn Crews	NCDOT
Emergency Management	T. Collins, C. Newman, T. Batson	Pender County Emergency Management
Law Enforcement	Carson Smith	Pender County Sheriff
Environmental Health	Clay Creswell	Pender County Environmental Health
Hospital	Betty Goodwin	Pender Memorial Hospital
Community Group	Debra Rye	Pender Humane Society
Community Group	Jack Rogers	Kiwanis of Hampstead
Facility Representative	Tom Carson	Cincinnati Thermal Spray, Inc.
Private Industry	Donna Murphy	Philips/Exide Light Guard
Media	Andy Pettigrew	Pender Post

SPECIFIC ACTION REQUESTED: To consider a resolution creating and approving membership for the Pender County All-Hazard Planning Committee.

LEPC Activity Check Sheet

Must have greater than 70%, of the major categories, checked to be considered "active"
The Citation is the EPCRA section, for example: (Section 301(c))

- LEPC Membership consists of at least one (1) each of the following categories: (Section 301(c))
 - Elected State or Local official
 - Emergency and Public Health Services
(Law Enforcement, Civil Defense, Firefighting, First Aid, Public Health, Local Environmental, Hospital, Transportation)
 - Community Group(s)
 - Owners/Operators of EHS Facilities
 - Local Media
- Membership list annually submitted to NC SERC for appointment in January Meeting.
(Recommend that requested appointments be annually approved by County Commissioners and forwarded by November 30)
- Appoint chair. (Sec. 301(c))
- Establish by-laws or rules that cover: (Sec. 301(c))
 - Public notification process of committee activities
 - Public meetings to discuss the emergency plan
 - Process for public comments and the committee response
 - Distribution of the emergency plan
- Establish procedures for processing requests for information. (Sec. 301(c))
- Designate an official to serve as Public Information Coordinator. (Sec. 301(c))
- Meet annually to review the emergency plan. (Sec. 303(a))
(Recommend reviewing the EOP with the LEPC following the annual EMPG review)
- At a minimum, the plan contains the following elements: the plan identifies (Sec. 303(c))
 - Each EHS facility in district;
 - Hazmat transportation routes for EHSs;
 - Critical and sensitive facilities and populations in proximity to EHS facilities;
 - Methods for the coordinated community response to a release;
(Including both public and private resources)
 - Emergency coordinators for both individual facilities and the community;

- Emergency Release Notification Procedures;
(Recommend that the LEPC designate the 911 centers in each community as the release notification receiving point)
 - Evacuation and shelter-in-place procedures;
 - Procedures to identify the area or population likely to be affected by a release;
 - Training programs and schedules for emergency response and medical personnel; and
 - Exercise methods and schedules.
- Designate an Authorizing Authority in E-Plan
(The Authorizing Authority is a district designee who authorizes access to E-plan subscribers.)
- Have a process to evaluate and recommend necessary resources for the development, implementation, and exercise the emergency plan. (Sec. 303(b))
- Annually submit plan to the SERC for review. (Sec. 303(e))
(Completed as part of the annual Emergency Management Performance Grant review)
- Annually publish a notice in local newspapers the emergency response plan, material safety data sheets, and inventory forms received by the LEPC are available to the public and the location where they can be reviewed. (Sec. 324(b))