**LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)**

**Tuesday, January 10, 2012 9:00AM**

**McCulloch Building, Conference Room**

**182 Green Street, Weymouth, Ma 02191**

**MINUTES**

**Draft**

**PRESENT:** John Mulveyhill, Chairman

John Tose

Michael Gallagher

Robert Vanasse

Daniel McCormack

Keith Stark

Matthew Brennan

Joan Cooper-Zack

Mary Heinricks

Jeff Bina

**ALSO PRESENT**: Robert Leary

David Phillips

**NOT PRESENT**: Robert Leary

Timothy Carr

David Walsh

Charlotte Jenkins

Thomas Slattery

Chris Grazioso

Paul Milone

Jeanne Savoy

**RECORDING SECRETARY**: Christine Callbeck

Chairman Mulveyhill called the Local Emergency Planning Committee meeting to order at 9:10am.

**INTRODUCTIONS**

Chairman Mulveyhill asked all of those present to introduce themselves to the new recording secretary.

**MINUTES**

Chairman Mulveyhill stated that since Ms. Savoy is not present there will be no review of the minutes at this time.

Chairman Mulveyhill made a MOTION to TABLE the minutes until the next LEPC meeting. Mr. McCormack SECONDED the MOTION. It was UNANIMOUSLY VOTED.

**OLD BUSINESS**

None.

**REVIEW OF HAZARDOUS MATERIALS INCIDENTS**

No events to report.

There was one house fire with a broken gas meter. Chief Leary stated the fire started at the wood pile next to the gas meter.

**NEW BUSINESS**

Ms. Cooper-Zack stated that she has received the Draft 2012 HVA Summary and it is as follows:

**Natural Hazards**  
  
44% Severe Thunderstorms  
39% Snow fall   
39% Temperature Extremes  
37% Hurricanes  
37% Epidemic/Infectious Dx  
  
**Technological Hazards**

- Information System Failure 52%   
- Communications Failure 33%  
- Medical Gas Failure 33%

**Human Hazards**

- Workplace Violence 67%  
- Mass Casualty Incident (Trauma) 37%

**Hazardous Materials**

- Radiological exposure - external 59%  
- Mass Casualty small scale hazmat 44%  
- Small scale hazmat incident - 44%

**Natural Hazards**

- Temperature Extremes 39%  
- Epidemic/Infectious Disease 37%

**Technological Hazards**

- Information System Failure **83%**   
- Communications Failure **44%**  
- Generator Failure **44%**

**Human Hazards**

- Hostage Situation **44%**  
- Workplace Violence **44%**  
- Mass Casualty Incident (Trauma) **30%**

**Hazardous Materials**

- Small Casualty - Hazmat Incident (From historic events at   
your MC with < 5 victims) **44%**   
**-** Chemical Exposure, External **37%**   
**-** Small-Medium Sized Internal Spill **30%**

Ms. Cooper-Zack stated this summery looked at all hazards from a town perspective. MAPC meets most mitigation measures. Ms. Cooper-Zack stated that if there are any other events to report and include in this report it would be great to know about.

Ms. Cooper-Zack stated she will start working on prep training for HVA for the following topics:

* Workplace violence
* Workplace shooter
* Evacuation exercises

Ms. Cooper-Zack stated she welcomes any feedback. Ms. Cooper-Zack stated that in this day and age she realizes that workplace violence is worse now than it ever was; the hospital has rolled out an education plan at the hospital now to know what to do if anything should happen again. Also, the hospital has to think about infectious diseases. Please advise if anyone has any information to add or share; the hospital is always open to suggestions.

**RECORDING SECRETARY INVOICE**

Mr. Gallagher made a MOTION to APPROVE the recording secretary invoice in the amount of $90.75. Mr. Phillips SECONDED the MOTION. It was UNANIMOUSLY VOTED.

Mr. Gallagher made a MOTION to ASK COMMITTEE FOR AUTHORITY TO APPROVE ALL RECORDING SECRETARY INVOICES AS THEY COME IN. Mr. Phillips SECONDED the MOTION. It was UNANIMOUSLY VOTED.

**NEW BUSINESS**

**ANNUAL DRILL SUB-COMMITTEE**

Chairman Mulveyhill stated that it is time to put together a drill for a sub-committee on the next annual drill. As the past drill went well and as training went well; to continue receiving grants the town needs to perform these drills well.

Ms. Cooper-Zack stated she would like to do a radiation tabletop, command piece, instant command, command center, all before full-scale exercise.

Mr. Tose suggested a national disaster tabletop.

Chairman Mulveyhill stated he will go fishing for grant monies after it is decided what to do. Chairman Mulveyhill stated the idea is to be cohesive and do one drill that satisfies everyone. Chairman Mulveyhill stated that a sub-committee needs to be formed and asked for volunteers to serve on the annual drill sub-committee, those volunteers are as follows:

* John Tose
* Bob Vanasse
* Mary Heinricks
* Matt Brennan
* Joan Cooper-Zack
* John Mulveyhill

Ms. Heinricks asked how often the schools have to drill. Chairman Mulveyhill stated that it was a requirement of the prior grant; it was a one-time thing. Chairman Mulveyhill stated that if the town feels that it needs another drill the town can do another drill. The committees are still there at each of the schools. There is no current plan to do another drill for hazardous material at the High School or any of the other schools in general.

Chairman Mulveyhill stated that he needs the sub-committee to meet soon to go over the towns LEPC Emergency Response Plan. The plan needs to be updated annually with names, phone numbers, titles, notification police and procedures, etc. Chairman Mulveyhill will e-mail all on committee to see if anyone else is interested in joining the sub-committee.

Ms. Cooper-Zack asked Chairman Mulveyhill if he has seen the shelter trailers in the region. Does Chairman Mulveyhill have any information about them? Chairman Mulveyhill stated the closest one is in Holbrook and he has not seen the contents as yet.

Mr. Gallagher asked if the CEM Document is a public document. Chairman Mulveyhill stated no, because it contains sensitive information that is not eligible for public knowledge.

**NEXT MEETING**

The next meeting of the Local Emergency Planning Committee will be held on March 13, 2012 at 9:00am.

**ADJOURNMENT**

At 10:15am, there being no further business, a MOTION was made by Mr. Gallagher to ADJOURN and SECONDED by Mr. Vanasse. It was UNANIMOUSLY VOTED.

Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John Mulveyhill, Chairman

Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_