**LOCAL EMERGENCY PLANNING COMMITTEE**

**January 13, 2015**

**McCulloch Conference Room**

**182 Green Street**

**MINUTES**

**PRESENT:** John Mulveyhill, Chairman

 Matt Brennan

 Mary Heinrichs

 Joan Cooper-Zack

 Charlotte Jenkins

 Jonathan Tose

 Tom Slattery

 Dan McCormack

 David Phillips

 Bill Higgins

 Mike Gallagher

 Jeanne Savoy

 Steven Tilly

 Bob Vanasse

**NOT PRESENT:** Chris Grazioso

 Paul Milone

**ALSO PRESENT:** Bob Keaney
 Robert Montgomery Thomas

**RECORDING SECRETARY**: Christine Malloy

Chairman Mulveyhill called the Local Emergency Planning Committee meeting to order at 9:00am.

**MINUTES**

Ms. Savoy made a MOTION to APPROVE the minutes of June 3, 2014. Ms. Jenkins SECONDED the MOTION. It was UNANIMOUSLY VOTED. Mr. Slattery and Mr. McCormack abstained.

Ms. Savoy made a MOTION to APPROVE the minutes of June 24, 2014. Mr. Vanasse SECONDED the MOTION. It was UNANIMOUSLY VOTED. Mr. McCormack abstained.

Ms. Savoy made a MOTION to APPROVE the minutes of October 28, 2014. Ms. Jenkins SECONDED the MOTION. It was UNANIMOUSLY VOTED.

Ms. Savoy made a MOTION to APPROVE the minutes of November 18, 2014. Ms. Jenkins SECONDED the MOTION. It was UNANIMOUSLY VOTED. Mr. Slattery abstained.

**OLD BUSINESS**

SERVICE ZONE PLAN

Chairman Mulveyhill stated the Service Zone Plan is an LEPC issue and Kevin Mont at Fallon is working on this. The plan is being upgraded for Ebola and the closing of Quincy Hospital. The Service Zone Plan duplicates the Medical Response Plan that is already in place and so the SZC is redundant and useless. The new document will become an addendum to the CEM Plan.

ANIMAL SERVICE SHELTERS

Mr. McCormack stated a draft plan has been formulated. The Alternative High School facility will be utilized in case of an emergency. The Health Department will bring in equipment and cages. Mr. McCormack stated he is working with Mike Parker from Weymouth Police Department's Animal Control. Pets do not have to stay with their owners, so the Alternative High School will be used. It has heat and water. Emergency personnel can be used to staff the facility.

Working animals will be allowed at the Weymouth High School Emergency Red Cross facility. The Health Department has procedures to follow and questions to ask regarding if the animal are a service dog or not.

Mr. Slattery suggested Health Department create guidelines or else it will create confusion.

Mr. Tose stated will need someone in the emergency shelter that is trained at working with animals.

Mr. McCormack stated Mike Parker is working on MOU's.

Chairman Mulveyhill stated he needs to figure out plans to get a family member from shelter A to shelter B to walk their dog.

HAZARDOUS MATERIALS INCIDENTS

Mr. Brennan stated he was away on vacation when the incident occurred. Mr. McCormack stated:

On December 16, 2014 at approximately 3PM at the Bilodeau Water Treatment Plant, 95 Winter Street, the Univar trucking company was making a delivery of Potassium Hydroxide. The delivery hose of the tanker truck was accidentally connected to the chemical fitting for the interior phosphoric acid tank and not the intended interior Potassium Hydroxide tank.

An estimated quantity of 10-35 gallons of Potassium Hydroxide (a Base solution) was pumped into the phosphoric acid tank. Once the plant technician realized the mistake, they immediately stopped the delivery, shut down the plant, evacuated the building and contacted the Weymouth Fire Department. There was no impact to the water treatment process.

Weymouth Fire and other town departments were notified. Weymouth Fire responded and evaluated the condition. DPW, Health, Emergency Preparedness, Building and other departments arrived on site. WFD deputy made the decision to call in the State Haz Mat Team.

22 members of the State Haz Mat Team mobilized to the site and performed 2 entries into the building. Temperatures of the interior tank were taken using a thermal imaging device. The tank had readings of 56f at the top, 65f at the middle and 135f in the lower 3rd showing that there was an exothermic reaction occurring.

By the third entry and realizing that the temperatures were not increasing, the State Haz Mat Team made decision to let the reaction finish overnight. Once the reaction finished and the contents were back around room temperature, the town could have its cleanup contractor remove the product.

The following day, Clean Harbors pumped all of the contents of the Phosphoric Acid tank into 55G drums and eventually removed the drums from site for proper disposal.

Chairman Mulveyhill stated Fallon had multiple responders and there was some confusion at the scene as to where to put all the vehicles, eventually the road was closed down for a period of time. Chairman Mulveyhill has asked for an after-action report from DPW.

Mr. McCormack stated there were essentially no major issues and no air quality issues.

Mr. Tose suggested an emergency check-list sheet be created to have at the scene for incident command to use.

EBOLA UPDATE

Mr. McCormack stated there have been no cases in Massachusetts or Weymouth. Hopefully we are ready in case we do get a case; but hope we never need to utilize the knowledge.

Chairman Mulveyhill stated MEMA sent out guidance PPE apparatus; LEPC will determine who else besides Weymouth Fire Department needs this equipment.

ICS 100 AND 700 CLASSES

Chairman Mulveyhill stated any town employee that would like to respond to an emergency situation needs to be trained in ICS 100 and ICS 700. The classes are to be held here in the McCulloch Building sometime in the spring. Deputy Murray from WFD and Chairman Mulveyhill will teach the classes. The exam can be taken online. All LEPC members should go back to their departments and check to see who has not had the training and sign those people up. Also anyone that has been promoted needs to take the next level of the course.

Ms. Slattery stated nobody has ever received their certificates stating that they have taken the class. Chairman Mulveyhill stated he will look into where the certificates are.

EOC

Chairman Mulveyhill stated he is still working on training drills. Chairman Mulveyhill stated he will put together some 2-hour training tabletops and advise of the dates.

WHS AS EMERGENCY RED CROSS SHELTER

Mr. Slattery stated this is a four-year-old document. There are deficiencies at WHS when it is used as a shelter. Mr. Slattery would like to get a motion on the floor to look for funding in the amount of approximately $66,000 to fix the deficiencies and be able to continue to open the shelter knowing that WHS can accommodate the people.

Mr. Tose made a MOTION to DRAFT A LETTER WITH TOM SLATTERY TO REQUEST FUNDING TO FIX DEFICIENCIES AT WHS IN ORDER TO OPEN AS A SHELTER WITH PROPER ACCOMODATIONS. Ms. Jenkins SECONDED the MOTION. It was UNANIMOUSLY VOTED.

**NEXT MEETING**

Chairman Mulveyhill stated he will schedule an LEPC sub-committee training meeting soon on a Tuesday.

**ADJOURNMENT**

Mr. Gallagher made a MOTION to ADJOURN at 9:52AM. Mr. McCormack SECONDED the MOTION. It was UNANIMOUSLY VOTED.

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

John Mulveyhill, Chairman

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