



**KENNY MATASSA**  
Parish President

# Parish of Ascension

OFFICE OF HOMELAND SECURITY  
& EMERGENCY PREPAREDNESS



**RICHARD WEBRE**  
Director

## MEETING MINUTES

Ascension Parish LEPC Meeting  
Lamar Dixon Expo Center  
Thursday, June 23<sup>rd</sup>, 2016 | 11am-1pm

- I. Welcome and Call to Order, *1115 hours*
- II. Pledge & Prayer, *Rev. Charles Brown*
- III. Roll Call
  - a. Board *9 of 15 present*
  - b. Fixed Facility General Membership *14 of 32 present*
- IV. Approval of Previous Meeting Minutes
  - a. December 10<sup>th</sup>, 2015 Meeting
    - i. *Motion made by Cody Melancon and approved by the board.*
- V. 2016 Industry Hurricane Briefing (*Rick Webre*)
  - a. *Mr. Webre mentioned slides will be sent to LEPC membership following the meeting.*
  - b. *Slides included in minutes package\* discussed storm emergency response and preparedness through each ESF.*
- VI. LEPC Emergency Classification Levels Sub-Committee Overview (*Rick Webre, Keith Bergseid*)
  - a. Action Item from 4<sup>th</sup> Quarter 2015 LEPC Meeting.
  - b. *Keith Bergseid of Lion Elastomers gave membership an overview of the recent subcommittee meetings regarding Emergency Classification Levels. The current 4 levels include: Level 1 Unusual Event, Level 2 Alert, Level 3 Site Area Emergency, and Level 4 General Emergency.*  
*He mentioned the level 1 unusual event is another form of a courtesy call for an event that is of normal operations in the facilities but could alert the public or nearby facilities. A level 2 is understood to have potential to impact the outside*



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*community and a level 3 is an event that is already leaving the facilities requiring road blocks to be established. After a brief explanation of the levels in detail, Mr. Bergseid explained the findings of the LEPC subcommittee plans to submit a proposal to the board for a potential change in the classification levels. Part of the reasoning behind the proposal is to align with the state requirements, while maintaining general emergency response requirements. It is suggested to move from 4 levels to 3 with a level 1 unusual event becoming a "CAER Notification" rather than an established and reportable level. The CAER Notification will be used for excessive venting or flaring, fire extinguisher training, etc. things that could cause alarm but have no threat to the public or surrounding facilities. We will move away from 4 levels to 3; however they will maintain the same protective actions currently in place.*

*Rick Webre of Ascension OHSEP followed up with Mr. Bergseid's presentation by giving a background on why the current levels were developed as they are. Mr. Webre mentioned the level 2 alert allowed a facility time to gather details on the incident and report accurately if it will be an offsite impact or maintained within the facility.*

VII. Louisiana State Police Electronic Release Notification Initiative (*Gene Dunegan*)

- a. *Information Sheets Attached to Meeting Minutes Package\*\**
- b. *Gene Dunegan of the Louisiana State Police first mentioned the importance for facilities to have the HAZMAT hotline number for the State Police which is 225-925-6595.*

*A third party company has developed software that will potentially replace the hotline. It will allow you to fill out the hotline paperwork information through your computer in order to report any incidents.*

*Electronic notification has been in discussion since 2004, issues occurred with facility personnel or guard shack supervisors filling out the electronic form with missing information or misspelled chemicals.*



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*The 2016 copy of the ERG was distributed at the meeting and includes several updates including written instructions on how to use the book, expanded rail car identification charts, updated pipeline response information, etc. In the most recent information from the Department of Public Safety and Corrections, the software would be provided to the LEPC through a cooperative endeavor agreement. Gene Dunegan mentioned it is expected for a bill to come through the legislature in the next 2 years to mandate the use of the Electronic Notification System.*

*Mr. Dunegan also mentioned new federal legislation that will possibly impact the way in which Tier II reports are filed. It is proposed to require that the LEPC will be required to host a meeting 30 days following an event or incident at a facility. Anyone with questions is encouraged to contact Gene.*

***Question from Keith Bergseid of Lion Copolymer: If an electronic notification is made to LSP, will it satisfy the notification to the LEPC and Local Fire Departments?***

***Mr. Dunegan: Notification made to LSP through Electronic Notification will cover the state reporting requirements and the DEQ requirements; however it will not satisfy requirements to the LEPC and Local Fire Departments.***

***However, these groups will be sent a copy of the report from the State Police but it may not fulfill your notification requirements locally as well as to the NRC and Coast Guard.***

***Rick Webre mentioned that he is not opposed to electronic notification for use as a follow up administrative tool; however he would be opposed to the Electronic system as the single reporting source for incidents requiring emergency protective actions; however he will support it if the radios are still used to report incidents locally.***



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VIII. CAER/IMAG 2016 Updates (*CAER, IMAG Representatives*)

a. *Paul Holden, of Rubicon gave a brief update to the CAER organization. He mentioned the charter and restructuring is now complete. The group has spent around \$50,000 in upkeep to the radio system and towers as well as completed a radio reprogramming overhaul to add new and encrypted channels to the CAER radio system.*

*CAER lock out/tag out – anyone within the CAER system can come to the next meeting and the procedures will be finalized. The CAER website is under construction with many updates. The CAER organization will be looking into using social media as well. Paul encouraged LEPC membership and industry partners to please attend the CAER meetings as they are very important for up to date industry information*

*Chris Browning with Methanex gave a brief update on the IMAG committee. The group has drafted an agreement and will continue to finalize this document and their charter.*

IX. HAZMAT Team Update (*Capt. Cody Melancon*)

X. New Business and Reports

XI. 2016 LEPC Meeting Schedule:

3<sup>rd</sup> Quarter: September 8<sup>th</sup>, 2016

4<sup>th</sup> Quarter: December 8<sup>th</sup>, 2016

XII. Adjournment, 1224 hours