

HazMat TAC Minutes  
March 21, 2006

Chair opened meeting with a discussion on the 2004 Ohio's Hazard Analysis: Hazardous Materials paper. After discussion, the committee members requested an electronic copy be sent to TAC members.

The Chair also showed committee a report by STERIS, which talked about decontamination for bio terrorism. A brief discussion was held on whether or not to have company come in to talk to committee about product. The committee felt that this should be tabled at this time due to more pressing issues. Anyone requiring additional information should contact Greg Locher.

Discussion: The Equipment Survey. Four points were discussed.

1. Who the request went to in the county to fill out?
2. Is the spread-sheet of who completed the survey information up-to-date?
3. Was the old survey taken off the Ohio DHS web page?
4. Was a letter drafted to the EMA Directors, explaining "What" the TAC's are?
  - It was explained by Craig Peeps that each county was called to identify a contact, and that contact was requested to fill out the equipment survey. Since this still seems to be a problem, a letter will be drafted by Ohio EMA explaining what the HazMat TAC is doing in reference to the Equipment Survey Request. This issue will also be addressed at the Directors Association meeting and the Directors Conference (April 27-29). Bill Brobst will address the meeting for 30 minutes to explain the mission/current goals of the Hazmat TAC and how it is important to a) identify existing hazardous materials teams and b) these teams capability through the equipment survey. Mel House will also address the directors concerning the various TAC's during the Directors Conference. It is felt that this will assist in the identification of hazmat teams and the completion of the equipment survey.
  - As for the Spread Sheet information being up-to-date, it is assumed that the information is up-to-date as it now stands. When the survey is submitted, Jim Williams receives an electronic copy.
  - The committee was told by DHS that the first (older) equipment survey was deleted off of their web page. This has been confirmed.
  - Ohio EMA is in the process of drafting a letter to county directors explaining the purpose of the TAC's and how they tie into NIMS compliance. A separate letter will be drafted explaining the need for the completion of the equipment survey and its purpose. These letters will be sent out for review to county EMA representatives on the HazMat TAC and the regional reps of the committee prior to the April 18<sup>th</sup> meeting. OEMA will also address possible funding issues in the letters to the County EMA Directors.

- It was also noted that at the SERC Conference in August, there will be an opportunity for discussion on the TAC groups.

Discussion: Mark Vetter provided an update concerning the sub-committee that was formed to address hazardous materials team resource typing and team verification. The second draft will be completed and ready for discussion by TAC members at the April 18<sup>th</sup> TAC meeting. Fire Scope was used as a guide for this task.

Discussion: SOG's. The TAC spent considerable time discussing the concept of SOG's for large-scale hazmat incidents. The discussions were about how in depth the SOG's should be as guidance for teams being requested to respond within and outside of their area of response. A balance between policy and procedure must be struck. The TAC agreed that the State of Oregon template provided by Silverio Caggino would serve as a good starting point.

- A sub-committee was formed to review the State of Oregon SOG and to develop a draft for discussion at the next TAC meeting. Sub-Committee Chair: Silverio Caggino Members: Terry Bindernagel, Jeff Corder, Jeff McDonald, Jeff Branic, and Robert Heinzman.

**The next HazMat Committee Meeting is: April 18, 2006 @ 10.00AM, @ OEMA.**

#### ACTION ITEMS:

- Discussion of Hazmat TAC mission/goals and team identification and equipment survey at EMA Association Meeting March 27<sup>th</sup>. Bill Brobst will deliver. Bill Brobst and Greg Locher will prepare the discussion prior to the meeting date.
- Resource Typing and Verification Sub-Committee. Chair Mark Vetter will bring a second draft to the next TAC meeting for discussion.
- SOG Sub-Committee. Using the State of Oregon template, the subcommittee will develop a draft for discussion at the next TAC meeting. The draft will be sent to Jim Williams, Greg Locher, and Craig Peeps by April 12 in order for it to be included with the meeting notice.
- EMA Directors follow-up letter explaining the Hazmat TAC and other TAC's. Greg Locher, Robert Glenn, and Rich Lauffer to develop this general letter. The letter will be internally approved by Ohio EMA and presented to the TAC for informational purposes. A second letter requesting completion of the equipment survey by a May deadline will be written by Bill Ommert and Tim Flock and presented to the TAC at the next meeting.
- State of Ohio Hazard Analysis: Hazardous Materials to be e-mailed to all TAC members. Greg Locher
- Confirm with Ohio DHS the status of completed submitted equipment surveys and provide this information to Bill Brobst for inclusion in the EMA Directors Conference presentation. Results will be cc to Greg Locher for inclusion in the EMA Directors letter. Jim Williams and Craig Peeps

