



Parish of Ascension

OFFICE OF HOMELAND SECURITY &
EMERGENCY PREPAREDNESS



TOMMY MARTINEZ

Parish President

Richard A. Webre

Director

ASCENSION PARISH LEPC MEETING MINUTES

Meeting Location: Lamar Dixon Expo Center – Banquet Room

Meeting Date: December 13, 2012

Call to Order: 11:15 am

Adjournment: 12:45 pm

- I. Welcome and Call to Order
 - Meeting Called to Order by LEPC Chairman, Rick Webre at 11:15 am, December 13, 2012
 - Pledge & Prayer by Charles Brown
- II. Roll Call
 - 11 Committee Members present, 2 absent: Quorum Met
 - Absent: Eugene Witek, and Carey Cannon
 - 44 General Members Present
- III. Approval of Prior Meeting Minutes
 - Motion to Accept by Committee Member James LeBlanc and Seconded by Committee Member Cody Melancon. Motion Approved, No Discussion.
- IV. Chair Report
 - a. LEPC Structure:
 - i. LEPC has been assigned as a Subcommittee to the Strategic Planning Committee.
 - ii. Strategic Planning Committee is a committee of the Ascension Parish Council.
 - iii. The LEPC Committee was reduced to 13 voting members for management purposes, but the structure of the committee will remain the same.
 - iv. LEPC general membership will advise the LEPC Board.
 - v. LEPC chair reports to Strategic Planning Committee.
- V. Incident Review
 - a. Pipeline Rupture Incident on Donaldson Drive near Loosemore Road
 - i. **Synopsis:** A pipeline rupture occurred on August 27, 2012 on Donaldson Drive near Loosemore Road. Air Liquide was the owner/operator of the damaged line. Praxair was the owner/operator of the line being installed. Willbros was contracted by Praxair for installation
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of the line and Drill Tech was a subcontractor to Willbros for horizontal boring.

- ii. The LEPC Chair is requesting a joint investigation of this incident to be conducted between LSP, ESU and Ascension LEPC.

➤ Motion by Committee Member James LeBlanc and Seconded by Committee Member Tracey Normand to request joint investigation of this incident. Motion Approved, No discussion.

b. Industrial Fatality

- i. **Synopsis:** An industrial fatality occurred at one of our local facilities on August 23, 2012 at 12:38 a.m. The cause of death was CO asphyxiation confirmed by coroner. No offsite impact as a result of this incident.

- ii. LEPC Chair advises that no further action be taken.

➤ Motion by Committee Member Cody Melancon and Seconded by Committee Member Chuck Montero, no further action necessary. Motion Approved, No discussion.

c. Train Derailment – Empty Tanker

- i. **Synopsis:** A train derailment occurred on October 1, 2012 located one mile west of HWY 73. The derailment was an empty tank car on CN Railway. Ascension OHSEP was notified by WBRZ TV of the incident. Attempt was made to contact CN Railway by GAMA Radio. No response. OHSEP contacted Crosstex Energy and requested assistance. Crosstex confirmed the derailment.

- ii. LEPC Chair requests that a certified letter be drafted from the LEPC Board and delivered to CN Railway reemphasizing the importance of GAMA Radio and immediate notification to central dispatch.

➤ Motion by Committee Member Tracey Normand and Seconded by Committee Member Mark Stewart to draft a certified letter from LEPC Board to CN Railway. Motion Approved, No discussion.

d. Train Derailment – Ammonium Nitrate

- i. **Synopsis:** A train derailment occurred on December 9, 2012 at 7:30 p.m. The derailment was a Union Pacific rail car containing ammonium nitrate located on the west bank near CF Industries. The rail car was re-railed at 11:33 p.m. No injuries or fatalities.

- ii. LEPC Chair recommends no further action.

- Motion by Committee Member Chuck Montero and Seconded by Committee Member Mark Stewart, no further action necessary. Motion Approved, No discussion.

VI. Audit

- a. LEPC Chair requests to move the internal audits to July 1, 2013. Courtesy audits will be conducted from January 1 to March 31, 2013.
- b. Review of audit worksheet (see handout)
 - Motion by Committee Member James LeBlanc and Seconded by Jason Fuselier to adopt audit worksheet as the official audit of the LEPC and to extend the deadline for internal audits to July 1, 2013, with a final vote at the June 13, 2013 LEPC Meeting. Motion Approved, Discussion by Jason Fuselier – Will these audits include transportation and pipeline companies?
 - Rick Webre – The audits will begin with Tier II fixed facilities and will soon after include pipeline companies. The LEPC has the right to include transportation companies as well.

VII. Committee Establishment for Release Notification Procedures

- a. LEPC Chair explained the new incident classification levels (four categories):
 - Unusual Event
 - Alert
 - Site Area Emergency
 - General Emergency
- b. Classification levels are directly linked to the protective actions listed on the site specific plan and map (see handout). The protective actions are highlighted on the site map in the yellow shaded blocks and labeled as follows:
 - Protective Actions
 - #1 – S.I.P. radio Notifications to adjacent plants
 - #2 – initiate Road Blocks
 - #3 – Siren Activation
 - #4 – FirstCall Grid Activation & Cable Television Override
 - Discussion – Mike Doring with BASF explained that during a release occurrence, they must notify LSP immediately, APSO immediately, OEP immediately, and DEQ. Is there a way that we can possibly consolidate some of these notifications, Ex: Will LSP accept a notification from APSO or OEP as an official release notification from the facility?

- Lt. Cody Melancon with APSO stated that 911 dispatch would like to be notified first (before LSP) due to road blocks, evacuations or any other protective measures that needs to take place immediately on a local level. LSP can sometimes take up to an hour before they arrive on scene.
 - Rick Webre explained that a facility has up to an hour to notify LSP of a release.
 - OEP will accept official notification of a release from APSO. You do not have to call both APSO and OEP. However, LSP will not accept official notification from APSO; therefore you will have to call both LSP and APSO to give proper release notification from your facility.
 - Cheryl Chris with PCS Nitrogen explained that PCS policy also states that a notification to NRC must be made within 15 minutes of the release/incident.
- c. The LEPC Chair explained that the objective of this new plan is to have clear communications between the 911 central dispatch and the chemical facilities. The goal is to have one common operating procedure in the event of an actual incident.
- It will take at least another six months to fully assess the entire plan before we are ready for full implementation.
- d. The LEPC Chair would like to establish three subcommittees to implement and maintain these procedures.
- i. Planning subcommittee:
 1. Responsibilities: Notifications, site plans and audits.
 2. Subcommittee Members:
 - 911 dispatch – Lt. Laura Gremillion
 - APSO Hazmat – Lt. Cody Melancon
 - AP OHSEP – Director Rick Webre
 - Shell Chemical – Mark Kinchen
 - BASF – Mike Doring
 - Oxy Chem – Donald Spansel
 - Rubicon – Kenneth Wittle
 - Williams Olefins – Jason Fuselier

- IMTT – Damon Williams
- Honeywell – James LeBlanc

➤ These committee members will rotate annually.

ii. Emergency Response Subcommittee

1. Responsibilities:

- a. Hazmat Team: Develop ICS and unified command protocol during response.
- b. GAMA: Maintain emergency radio communications and provide mutual aid.
- c. CAER: Maintain warning sirens.

iii. Public Information Subcommittee: Will use CAER committee as the public outreach committee.

iv. Pipeline Planning Subcommittee:

a. Subcommittee Members:

- Jason St. Martin – Exxon Mobil
- Bobby Rayburn – Enterprise
- Richard Lee – Enterprise

➤ These committee members will rotate annually.

➤ AP OHSEP is in the process of becoming a member of LA One Call.

VIII. Other ESF Reports

➤ ESF 4 Fires Services - James LeBlanc reported that a tornado touched down in Ascension Parish on Monday, December 10th causing severe damage to 7th District Fire Department on HWY 44, as well as surrounding businesses in the area. He urged everyone to pay particularly close attention to warning or alerts and to sign up for FirstCall emergency alerts on your cell phone.

IX. Old Business

➤ None

X. New Business

a. LEPC Objectives for 2012:

- i. Enhance emergency planning with all agencies.
- ii. Document response chain of command and procedures.
- iii. Enhance public information dissemination.
- iv. Maintain emergency communications system.

v. Develop pipeline safety subcommittee.

➤ Next Meeting

1st Quarter	2 nd Quarter
March 14, 2013 Lamar Dixon – Banquet 11:00 – 1:00 PM	June 13, 2013 Lamar Dixon – Banquet 11:00 – 1:00 PM

XI. Adjournment

Motion to Adjourn 12:45 PM Mark Stewart and seconded by James LeBlanc.