

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION authorizing the County Executive to execute an Agreement for Services with the Mid-America Local Emergency Planning Committee and the Mid-America Regional Council, at no cost to the County.

RESOLUTION #17596, May 23, 2011

INTRODUCED BY Theresa Garza Ruiz, County Legislator

WHEREAS, Jackson County, together with Cass, Clay, Platte, and Ray Counties, have cooperatively formed a local emergency planning committee (LEPC) under the provisions of the Emergency Planning and Community Right-to-Know Act of 1986; and,

WHEREAS, each county receives grants from the Missouri Emergency Response Commission in accordance with Missouri's Emergency Planning and Community Right-to-Know Act (RSMo Sections 292.600 to 292.625); and,

WHEREAS, these funds are to be used for programs which support the LEPC's hazardous materials planning and training, and related activities; and,

WHEREAS, each of the five counties, as a member of the LEPC, has entered into an agreement with the Mid-America Regional Council (MARC) approving the scope of work by MARC and the LEPC on its behalf; and,

WHEREAS, MARC is a public not-for-profit organization, formed in 1972 by area cities

and counties, including the counties that have formed the LEPC, to address issues and problems of mutual concern; and,

WHEREAS, MARC can provide administrative and technical assistance to carry out the scope of work developed for the aforementioned grants; and,

WHEREAS, the attached Agreement for Services adequately sets out the rights and obligations of LEPC and MARC in this regard; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the attached Agreement for Services with the Mid-America Local Emergency Planning Committee and the Mid-America Regional Council be and hereby is approved; and,

BE IT FURTHER RESOLVED that the County Executive be and hereby is authorized to execute the Agreement between Mid-America and Local Emergency Planning Committee and the Mid-America Regional Council to be approved by the County Counselor.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

Jay D. Haller
Chief Deputy County Counselor

W. Stephen Nyas
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution #17596 of May 23, 2011 was duly passed on May 23, 2011 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 7

Nays 0

Abstaining 0

Absent 2

5.24.11
Date

Mary Jo Spino
Mary Jo Spino, Clerk of Legislature

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 17596

Sponsor(s): Theresa Garza Ruiz

Date: May 23, 2011

<p>SUBJECT</p>	<p>Action Requested <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: Authorizing the County Executive to execute an Agreement for Services with the Mid-America Local Emergency Planning Committee and the Mid-America Regional Council, at no cost to the County.</p>												
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO</td> <td>FROM ACCT</td> </tr> <tr> <td></td> <td>TO ACCT</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable): Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT		TO ACCT
Amount authorized by this legislation this fiscal year:	\$												
Amount previously authorized this fiscal year:	\$												
Total amount authorized after this legislative action:	\$												
Amount budgeted for this item * (including transfers):	\$												
Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT												
	TO ACCT												
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date): Res. # 17302, Dated June 21, 2010.</p>												
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Sandy Aguirre Mayer, Special Projects Coordinator, Executive Office</p>												
<p>REQUEST SUMMARY</p>	<p>Jackson County, with Cass, Clay, Platte and Ray Counties, has formed a local emergency planning committee (LEPC) under the provisions of the Emergency Planning and Community Right-to-Know Act of 1986.</p> <p>Each county receives grants from the Missouri Emergency Response Commission in accordance with Missouri's Emergency Planning and Community Right-to-Know Act (RSMo Sections 292.600 to 292.625) to be used for programs which support the LEPC's hazardous materials planning, training and related activities.</p> <p>As a member of the LEPC, the County has entered into an agreement with the Mid-America Regional Council (MARC) to provide administrative and technical assistance to carry out the scope of work developed for the aforementioned grants.</p> <p>The attached Agreement for Services adequately sets out the rights and obligations of LEPC and MARC.</p>												

	It is recommended that the County Legislature of Jackson County, Missouri approve the attached Agreement for Services with the Mid-America Local Emergency Planning Committee and the Mid-America Regional Council.	
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	Cover Letter form MARC to Mike Sanders CEPF Funding Agreements 2011 -2012 Agreement for Services by and between Jackson County, the Mid-America Local Emergency Planning Committee and the Mid-America Regional Council Budget for LEPC Activities July 2010 – 2011 Summary of Activities Annual Work Plan (July 1, 2011 – June 30, 2012)	
REVIEW	Department Director:	Date:
	Finance (Budget Approval): <i>If applicable</i>	Date:
	Division Manager:	Date: 5/17/2011
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

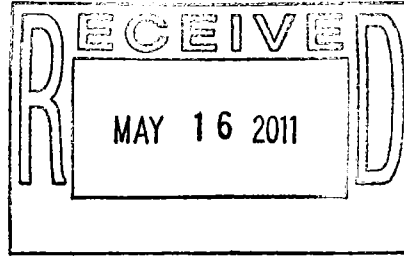
- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

600 Broadway, Suite 200
Kansas City, Missouri 64105-1659

816/474-4240
816/421-7758 FAX
www.marc.org

May 13, 2011

Mike Sanders
Jackson County Executive
415 E. 12th Street, 2nd Floor
Kansas City, MO 64106



Dear Mr. Sanders,

As you may know, each year the Mid-America Local Emergency Planning Committee (LEPC) applies to the Missouri Emergency Response Commission (MERC) for funding to support the operation of the LEPC. As part of the application package, all agreements with participating counties must be updated and County Commissioners must sign the application form.

Please sign both copies of the enclosed agreement and application form and return to MARC by June 15, 2011. Address these documents to the Mid-America Regional Council, 600 Broadway, Suite 200, Kansas City, MO 64105, Attention: Cynthia Allen. We will forward you an original once all of the signatures are obtained. The LEPC Chair will sign off on final applications submitted to the state.

LEPC funding is from two sources: the State's Chemical Emergency Preparedness Fund (CEPF) and the Hazardous Materials Emergency Preparedness (HMEP) grant. In FY 2011-2012, the Mid-America LEPC is eligible to receive an estimated \$56,619.32 in CEPF funds. Jackson County's portion of this allocation is approximately \$29,004.22. The LEPC anticipates having the opportunity to apply for competitive HMEP funding in the future, but no other information on the HMEP is known at this time. In the past, the LEPC received \$5,000 for planning and \$50,000 for training. The LEPC intends to apply for these funds should the opportunity arise. If these additional funds are awarded, they will be used for planning and training as prioritized by the LEPC.

For your information, we have included a summary report of activities conducted last year and a work plan for the coming year.

In closing, please do not hesitate to contact me if you have questions by phoning 816.701.8390 or by emailing elynych@marc.org. Thank you very much for your assistance with this application. We appreciate your support of the Mid-America LEPC and look forward to working with your jurisdictions and emergency services agencies.

Sincerely,

Erin E.S. Lynch
Emergency Services & Homeland Security Director

Cc: Mike Curry

Enclosures: Agreement for services with MARC and the Mid-America LEPC
The MERC application form; 2010-2011 Summary of Activities; 2011-2012 Work Plan

Chair
Jim Schultz
Councilmember
Independence, Mo.

1st Vice Chair
Marge Vogt
Councilmember
Olathe, Kan.

2nd Vice Chair
Jan Marcason
Councilmember
Kansas City, Mo.

Treasurer
Ed Peterson
Commissioner
Johnson County, Kan.

Secretary
Kathy Dusenbery
Commissioner
Platte County, Mo.

Executive Director
David A. Warm

MID-AMERICA LOCAL EMERGENCY PLANNING COMMITTEE
2010-2011 ANNUAL WORK PLAN - DRAFT
(July 1, 2011 to June 30, 2012)

MAIN OBJECTIVES OR PROJECTS TO BE FUNDED WITH THIS GRANT (As outlined in the Application)

CONTRACTS

Mid-America Regional Council - planning, coordination and facilitation services as outlined in the agreement between MARC and the counties. (Contact: Erin Lynch)

EMERGENCY RESPONSE EQUIPMENT

LEPC funds are not expected to be used for equipment purchases during this coming year.

TRAINING

The Mid-America LEPC Training Subcommittee will meet regularly and identify hazardous materials related training needed, maintain a calendar of hazardous materials courses, and work with local agencies to ensure that their personnel are trained to a level commensurate with their emergency responsibilities. A prioritized list of trainings has been developed. The training to be offered focuses primarily on the region's hazardous materials teams and other entities that have a role in a chemical or hazardous materials incident. The LEPC will support a regional hazmat symposium in the fall.

The training subcommittee will coordinate efforts on a regional level with the Training and Exercise Committee of the Regional Homeland Security Coordinating Committee (RHSCC) as appropriate to leverage resources for maximum benefit to the region in an effort to increase the area's capability to respond to incidents involving chemical, biological or nuclear agents. Training on specialized equipment will be available as appropriate including re-certification training on detectors.

The training subcommittee will continue to promote training on the National Incident Management System (NIMS). LEPC member agencies are encouraged to make NIMS training a priority. In addition, the use of Incident Command System forms will be encouraged for all LEPC member agencies to use in training sessions, exercises and during actual responses.

EXERCISE

Area hazmat teams will continue to train together and exercise. Member agencies of the LEPC are involved in a pipeline response exercise scheduled for the fall of 2011 which includes mutual aid across state lines. Lessons learned from the exercise will be shared and available to the LEPC. The LEPC will continue to monitor the design of the Department of Energy's Federal Radiological Monitoring and Assessment Center (FRMAC) exercise and encourage participation in lead up training for the national level radiation exercise scheduled for 2012. The LEPC will support the All Star Game planning and exercises as appropriate.

Regional exercise activities are outlined in a Multi-Year Training and Exercise Calendar. HazMat representatives will be involved in several of the activities including providing subject matter expertise during exercise design. The calendar is updated annually.

Tier Two Chemical Inventory Reporting

The LEPC will continue to accept Tier Two reports from facilities required to report. Appropriate records will be maintained containing chemical inventory and emergency contact information for facilities in the five-county area. The LEPC will receive tier two information from the three Kansas communities and incorporate the information into the LEPC risk picture. The LEPC will continue to maintain the database of Tier Two information. At the same time, they will continue to monitor the state's records to ensure the LEPC has the most complete information regarding reports that have been filed. The LEPC will continue to provide passwords to the MERC database for appropriate county and fire officials.

Planning

The LEPC will conduct a regional hazards identification and analysis and begin to assess industry response capabilities in the region and revise the LEPC plan to align with the Hazardous Materials Emergency Planning Guide 2001. The LEPC will provide a forum for schools across the region to come together to share information amongst themselves and to build partnerships to expand community outreach and preparedness. The ultimate goal is to help the schools plan and prepare for shelter in place and evacuation and increase all hazards planning and the utilization of NIMS. The LEPC will support the formation of an Industry subcommittee of the LEPC to bring more industry into the LEPC and ensure industry resources are known and incorporated into community planning. The LEPC will continue implementing the two year plan to fully incorporate the three Kansas County (Leavenworth, Wyandotte and Johnson) LEPCs in the Mid-America LEPC including modifying the bylaws and revising the LEPC plan.

Regional Homeland Security Efforts – The Chair of the Mid-America LEPC, an official voting member of the Regional Homeland Security Coordinating Committee (RHSCC), and its members will continue to be involved in the activities of the RHSCC and various subcommittees. The Regional Homeland Security Coordinating Committee provides leadership in convening community stakeholders to ensure that plans, policies and procedures are developed and coordinated; resources are identified, secured, and allocated efficiently; and communications among organizations are open, clear and responsive. The LEPC will be represented in discussions on vulnerability assessments, planning, interoperability, use of federal resources, training and exercises, document library and asset tracking and personnel accountability. The LEPC will help to further key projects affecting fire departments and other LEPC member agencies including, but not limited to, a regional accountability system, technical rescue training and hazardous materials equipment procurement and training.

Community Hazardous Materials Preparedness Forum – The Mid-America LEPC will conduct monthly meetings in 2011-2012 as well as support various subcommittees of the LEPC. At each monthly meeting, the Committee will receive a financial report and monitor the budget. The LEPC will continue to receive notifications of incidents and review the response to significant hazardous material incidents that occur in member jurisdictions. LEPC members will monitor and report on relevant legislation that is shared at LEPC

meetings. The LEPC will continue to offer presentations on topics relevant to the LEPC mission and its members. The Mid-America LEPC will use its website to share information. Current agendas, meeting summaries, training courses and other information will be available at <http://www.marc.org/emergency/lepc.htm>

**Budget for LEPC Activites
FY 2011-2012**

	Amount
Printing	\$500.00
Travel	\$10,000.00
Office Equipment & Supplies	\$250.00
Computer Equipment & Software	\$250.00
Contracts for Services (attach contract)	\$51,600.00
<u>Name of Contractor</u>	<u>Amount</u>
Mid America Regional Council	\$45,600.00
Other contracts to support planning activities (TBD)	\$6,000.00
Resource Material	\$100.00
Training Expenses	\$22,693.47
Equipment	\$0.00
Personnel (NO Full time employees)	\$0.00
Other Costs (be specific)	
Postage	\$100.00
Classified Ads	\$250.00
Professional Memberships	\$100.00
Public Outreach Activities	\$5,000.00
 Total	 <u><u>\$90,843.47</u></u>

Signature of LEPC Chairperson

Budget includes CEPF 2011-2012 estimated award of \$56,619.32; and \$23,459.54 in 10-11 funds on hand and \$10,764.41 remaining in contribution from the NASTTPO conference.

MID-AMERICA LOCAL EMERGENCY PLANNING COMMITTEE

July 2010-2011 SUMMARY OF ACTIVITIES

The intent of the Local Emergency Planning Committee LEPC is to provide a forum for the emergency response community, industry that house or transport hazardous materials, other community representatives and the public to meet, share information about the hazardous materials risks in the community and increase preparedness efforts. The Mid-America LEPC has four fundamental priorities – train the responders, have a plan, educate the public on the risks and hazards and build relationships to reduce risks and increase preparedness.

Training

One of the most important LEPC activities is training. Through the efforts of the Mid-America LEPC Training Subcommittee (in cooperation with the Regional Homeland Security Training and Exercise Committee,) and through leveraging multiple funding sources a monthly emergency services training calendar was maintained and was accessible on the MARC website. Training fliers were created to promote a variety of hazardous materials trainings. To promote and raise visibility of emergency services trainings, fliers were emailed and provided hard copy to emergency response committees and/or the target audience announcing the course.

The LEPC conducted the following trainings in 2010-2011:

DATE	TRAINING/ LOCATION	TOTAL ATTENDANCE
August 16 - 20, 2010	<i>Hazardous Materials Incident Response Technician</i> at Southern Platte Fire Protection District (HMEP)	15
August 20 - 21, 2010	<i>Ignitable Liquids Firefighting: Ethanol Blended Fuels</i> at Ray County Ambulance District (HMEP)	14
August 24, 25, 26, 2010	<i>HazMat IQ Training</i> at KCMO, Station 27 (HMEP)	55
August 25 - 28, 2010	HazMat Symposium at Osage Beach, Missouri (HMEP)	8
August 28, 2010	: <i>Handling LP Gas Emergencies</i> at Southern Platte Fire Protection District (HMEP)	18
Sept. 8, 9, 10, 2010	<i>Clandestine Drug Lab Response Training</i> at the Environmental Protection Agency (EPA) Caves (HMEP)	42
Nov. 15, 16, 17, 2010	<i>Street Smart Safety for HazMat</i> held at KCFD Medical Bureau (CEPF Training)	59

January 6,2011	<i>Basic Chemistry for Emergency Response (HMEP, budgeted \$3,000)</i>	28
January 31,2011	<i>EM101:An Overview of the Four Phases of Emergency Management for Schools(CEPF Training)</i>	41
April 2,2011	<i>Handling LP Gas Emergencies (HMEP)</i>	21
April 11, 12, 13,2011	<i>Hazardous Materials Work Practice Refresher (HMEP)</i>	92
April 16,2011	<i>Hazardous Materials Incident Response: Awareness (HMEP)</i>	18
April 19 – 28,2011	<i>Hazardous Materials Incident Response: Operations(HMEP)</i>	23
*May 9 – 13,2011	<i>Hazardous Materials Incident Response: Technician (HMEP)</i>	13
*May 24 – 26,2011	<i>Bureau of Explosives and Hazardous Materials Seminar in St. Louis, MO (HMEP)</i>	3
TOTAL ATTENDANCE		450

As noted above, The LEPC hosted U.S. Department of Education's EM101: *An Overview of the Four Phases of Emergency Management for Schools Workshop* for school safety officers and school leadership in Missouri and Kansas. The workshop was facilitated by the Readiness and Emergency Management (REMS) for Schools Technical Assistance (TA) Center, the Kansas Center for Safe Schools and the Cooperating School Districts of Greater Kansas City. This all day workshop included a panel of school officials from Missouri and Kansas that shared lessons learned from a variety of school emergencies.

Several LEPC members and partners attended trainings such as the HazMat Symposium, Bureau of Explosives, Hazardous Materials Seminar and will be attending the upcoming Region 7 LEPC/ TERC Conference. Participants benefit from receiving timely information on key hazardous materials such as emergency planning, safety issues and to learn from best practices across the country and traveling and attending training with other emergency response personnel across the LEPC area. The Mid-America LEPC coordinated closely with the MERC on training activities.

Member agencies from the LEPC participated in the exercise design for a local hazmat response exercise scheduled for the fall of 2011. This exercise will include a mutual aid response across the state lines and involve one of the large pipelines in the LEPC area.

The LEPC has been involved in a federal radiation monitoring exercise meetings to determine level of local relevance and interest.

Planning

During this time, the LEPC expanded its coverage to include three Kansas Counties; Johnson, Wyandotte and Leavenworth County. Briefings from the counties were provided at LEPC meetings to raise awareness of the risks and resources in the Kansas Communities. The LEPC plan was reviewed in the light of the merger. The basic plan is available on the LEPC website: <http://www.marc.org/emergency/lepcplan.htm> the complete plan is available by contacting elynych@marc.org. An ad was placed to notify the public how to access the plan.

The LEPC reviewed the Missouri planning template against the current LEPC plan. The LEPC will revise the current LEPC Plan in 2012 using the 2001 Hazardous Materials Planning Guide. A checklist for review of plans received at the LEPC was created and approved.

Over 900 Tier II reports were received, logged and available to the emergency responder and the public upon request and as appropriate. This process is documented in the plan. The LEPC reported at meetings on the status of Tier IIs. On a monthly basis the State's database was downloaded and compared to the reports received at the Mid-America LEPC. A master log was maintained to track Tier II reports received at our local LEPC. Local emergency managers and fire departments received the password to view the State's Tier Two inventory.

Maps were created for each Mo. Fire District impacted by an RMP facility.

The LEPC participated in a pilot evacuation workshop through the National Cooperative Highway Research Program providing critical feedback to help develop a federal guide for emergency planners responsible for evacuation planning and execution. Local information gathered in the process of the review was provided back to the LEPC to help inform its further planning efforts.

Public Education and Community Outreach

A focus in the past year was outreach to the schools to better understand their preparedness level and challenges around evacuation and shelter in place. Several meetings have been hosted to bring interested school officials together. Training was offered as noted above. There is now an established LEPC school subcommittee. LEPC leadership participated in a community outreach with the EPA to encourage personal preparedness and highlight the work of LEPC's. In conjunction with the Metropolitan Emergency Managers Committee and the Regional Homeland Security Committee, the LEPC supported a public outreach campaign that included messages on shelter in place and evacuation measures. This information was included on the website www.prepremetrokc.org, and in the Emergency Preparedness pocket guide which continues to be distributed to thousands of members of the general public.

The LEPC participated in Safety City at the Greater Kansas City Remodeling Show in February 2011 reaching hundreds of people with information about home safety, home medical emergencies, disaster preparedness, seniors and people with special needs, and the important role of volunteers in an emergency. The Mid-America LEPC trailer was utilized for this event.

The Mid-America LEPC continued to post current agendas, meeting summaries, training courses and other information at the LEPC website. This website enhances the LEPC's ability to communicate and share information with its members and the public. The address of this website is <http://www.marc.org/emergency/meetings/lepcmeetingarchive.htm>

Providing a Forum for Community Partners

The Mid-America LEPC conducted monthly meetings and sub-committee meetings in 2010 - 2011 with the exception of July and November. The LEPC monitored expenditures and used these meetings as an opportunity to bring various entities together to learn current information on a variety of topics. LEPC members and guests presented on a range of topics including, but not limited to, Air Monitoring Capability – AREA RAEs, Chemical Suicide, and EPCRA: Understanding & Using TRI Data, Risk Management Plans (RMP) – Evacuation Planning, Dangers of Propylene Cylinders at High Temperatures and Preparedness & Safety for schools.

The LEPC received notification of hazardous materials incidents in the five-county area. At each LEPC meeting, a report was given of hazardous materials incidents reported to the LEPC during the past month. This helps remind everyone of the community risks and the need to be prepared.

The LEPC reported on hazardous materials regulations and other information provided by the State or member agencies. The LEPC worked with the State to research federal, state and local regulations to gain clarification on facility reporting requirements to local LEPCs.

Personnel Outreach was conducted to industries responsible for filing RMPs inviting them to participate in the LEPC by the Industry Subcommittee Chair. LEPC membership was updated and inclusive of Kansas agencies and organizations.

Representatives and members of the Mid-America LEPC continued to be involved in the activities of the area's Regional Homeland Security Coordinating Committee and various subcommittees. The LEPC was represented in discussions on homeland security response system development and implementation, critical infrastructure, planning, interoperability, use of federal resources, training and exercises, WebEOC, citizen preparedness, Homeland Security Information Network (HSIN) etc.