

LEPC Meeting Minutes for 01/19/2023

J Lopez Called to order at 09:11

Approve Minutes

Previous Minutes approved by R Magdalinski second by N Kowalski

Introductions

Training

A Kirsits is looking to put together a mock incident command training sometime late Fall, will be compliant with the States requirements, will have a tabletop function and consist of procedures, following up with resources and documentation. It should last an hour – currently open to location suggestions. J Lopez reiterates that they want to keep this training's duration around an hour long and the exercise will go over incident command for anyone who isn't clear on how it works.

J Yoder is involved with a MABAS exercise in July. It's a functional exercise and will possibly have it at Notre Dame in the stadium if they allow. It will be a county-wide drill and possibly include Laporte and Elkhart county, but it's still in the planning stages. T Skibbons says there are a couple of concerts happening in the stadium, possibly also in July so that exercise would work better in early July. J Yoder says Four Winds Field could also be an option or Olive/Sample could also be an exercise involving the railroad with railroad cars. J Yoder is also in contact with County departments to do combined training throughout the year.

J Yoder discusses the HAZMAT tech class which hasn't been put on for the last four or five years. Elkhart offered to send nine people to help with the minimum required numbers. For now, it's being postponed until Fall, possibly Sep or Oct. South Bend Fire will be funding this class, but J Yoder will be submitting proposal for funds to cover some of the costs. It's a two-week class. Mon-Fri 8AM-4:30PM. Minimum number of 20 students.

TSkibbins states Notre Dame is hosting a public information notification course on 3/20 and 3/29. Research team is also hosting workshops for community members on food security and response. Participates will be paid to attend and there will be free parking and food provided at the workshop. The idea behind it is to try to get a better idea of what resources we have in our community.

Guest speaker is Randy Magdalinski.

R Magdalinski is the Chief Deputy Coroner. Coroner's office would essentially be involved in any incident where death is involved. State code has a lot of descriptions as far as functions. The Coroner has four deputies that they can appoint. There are no requirements on what it takes to be elected or appointed, but they have to pass death investigation course within 6 months once elected Coroner and 1 year as an

appointed deputy. Under code they function that whenever the coroner is notified a person has died of violence, an unnatural manner, was otherwise healthy, or has been found dead then the coroner has to be contacted. The coroner shall notify law enforcement before scene of death is disturbed. Their office collaborates with SJC911 in that 911 gets the phone call and 911 sends the coroner out at the request of law enforcement. Coroner must be available 365 days a year. Before a body can be released from a scene the coroner or primary physician must release the body. The St Joseph County Coroner's office responded to 468 cases last year and they declined an additional 300 calls last year. Other interesting law is positive identification – Coroner must make positive ID on everyone they take into possession. Law enforcement accepts photo ID as positive ID, but Coroner cannot. ID must be through family, fingerprint, dental or medical implant ID. Duties and responsibilities for obtaining records – Coroner can gather reports, or any records deemed necessary to complete their investigation. Those records are confidential and can't be shared with anyone other than law enforcement investigating under their purview. Law enforcement cannot get toxicology reports from hospital without a court order, but coroner can get it from the hospital and share it with law enforcement. Coroner can subpoena records if people refuse to comply with their requests. They investigate some natural deaths too. If coroner's office takes possession of a body for investigation purposes and cannot find family to release the body to then the body stays with the coroner's office until they can find someone to release the body to. Currently, they have limited cooler space, but they are in the process now of remodeling a building for the coroner office with enough space to hold 24 bodies in their coolers. It will be at 1622 Mishawaka Ave. Last year there were 89 overdose deaths in St Joseph County. Most of those deaths aren't sent for autopsy, but coroner can do a blood draw and send it off to toxicology. Most of the OD deaths get toxicology results back in 2 weeks. There were 142 autopsies last year and 42 of them were because coroner decided to send them in for autopsy to decide cause of death - the other 100 cases that were sent in were mandated cases because the prosecutor can also order an autopsy. Prosecutor orders them for evidential purposes to document all info in case of litigation. Pathologist will testify for the prosecutor. Main function of coroner is to find cause of death and ID the deceased. They must put the determination on the death certificate. The only person who can change a death certificate is the coroner (mistake was made, etc). On a homicide police do the investigation, photos, etc., coroner decides cause of death. Pathologist does not make the scene so they need the coroner to supply them will a full picture to determine cause of death. HAZMAT incident involving death automatically involves coroner. They need photos documenting the body in place because coroner is not certified to go into a HAZMAT scene. The body then needs to be decontaminated and go in for autopsy by law. In a hospital setting they still must notify coroner if someone dies in the ER, etc., if there is documented medical history, etc., coroner can deny this call. If it's not trauma related, then it's deemed a natural death and doctor can just sign the death certificate. Any death within a workplace must be investigated by coroner.

Jenny Brown from humane society offers to be the guest speaker for March.

Financial Report

R Yeary stated the balance was currently at \$66,539.68 He got clarification on what we can use funds for. LEPC funds 25.210.6b Title 3 plan establish procedures for funds – It can be used for public

information requests, training for response plan, HAZMAT response, equipment and hazmat response teams, purchasing communication gear for LEPC admin use, \$20 meeting stipend for members. Chemical-accident-related projects submitted by IURC, maintaining and calibration equipment for HAZMAT materials. R Yeary asks if we should maintain a minimal balance in the fund for emergencies.

A Kirists makes motion to accept financial report. J Gerndt seconds.

R Yeary asks what the minimum we should maintain in the LEPC account. Hazmat classes were paid 75% by the state and the rest by LEPC. We will have \$80,000 in the account by June. How much do we want to take our fund down to in case of emergencies? In the past it was just the hazmat class funded. J Yoder makes a motion to maintain \$28,000 in emergency funds and J Tobey seconds the motion. All in favor. No one oppose. Motion carried. R Yeary asks if we can put that \$28,000 into an interest account. Lopez says no, it's a non-reverting fund and can't be touched.

Committee Reports

J Lopez brings up Article 3 subpart 4. To be in good standing a member cannot have failed to attend two of the previous six meetings. We are starting fresh. If a member or their proxy attend four out of the six meetings, they are in good standing. J Lopez makes motion to accept this change. N Kowalski seconds.

Old business

J Lopez says we need proxy members for the Primary 13 members. He needs a letter submitted on department letterhead and it must specify who that proxy member is. That document has to be put on file and turned in to the state. We need a member and proxy for broadcast/print media and we need member and proxy from the hospital. Coroner needs a proxy member. R Magdalinski asks for LEPC to draft a basic proxy letter for people to just basically fill in a name.

New members – Rick Weglowski of Clay Fire would like to be a new member of LEPC. Darrell Eiler Southwest Central Fire territory would like to be a member. Andrea Alexander of South Bend utilities wants to be Jerry Fussell's proxy.

J Lopez makes a motion to accepts these three members. N Kowalski seconds the motion. All in favor.

Directors Report

A Kirsits updates everyone on compliance issues in the EMA office. Issues with grants in the past that weren't awarded and had compliance issues. There is a federal audit. Be aware if you're applying for grants what the SAM number is. Get with the auditor or finance person. Cyber security compliance is a big thing with grants. EMA was mandated to do a cyber security certification. Was having a lot of meetings with stakeholders (red cross, school corp, etc). They made some great connections during the last winter storm to come together and coordinate. State had an EOC and military team came in but no

one knew who they were reporting to or how to get ahold of them. Mostly they assisted with stranded motorists. Tow companies were refusing to go into areas. Front end loaders were getting stuck and law enforcement getting stuck. EMA identified weaknesses. Kudos to Clay Fire for their incident action plan. EMA called around to the fire departments and came to an agreement with most of the chiefs that plow drivers would plow the station lots out and the drivers could go into the station and warm up, have some coffee, etc.

A Kirsits speaks about the active shooter class that was at Beacon Hospital. Dr Joyce asked EMA to put in for a grant for rapid triage kits for active shooter calls. They put in ARP funds request for \$32,000. Training will come from ALS committee. EMA has a couple grants out there – if the \$32,000 request from ARP funds fall through, they may have another grant that can be used for the kits. Stay away from access Indiana when doing grants – it's not really an active organization.

EMA also updated siren system and they will be able to set off the sirens quicker and easier (even from a cell phone).

New businesses

J Lopez talks about member responsibilities and LEPC requirements. This group is moving forward and we want workers. Lopez is asking members to write down, in a narrative, (paragraph) what you and your organization bring to the table in terms of how we can help each other. What resources, contacts, etc. do you have? Include any NIMS compliance or certs. Would like it submitted by the next meeting.

J Lopez brings up an idea for a business lunch. Per the rules, they can pay us \$20 a meeting, but are not planning on doing this, however they can provide a meal. The skillet can cater for the last meeting this year (November). J Lopez makes motion for LEPC to provide a meal (not to exceed \$1,000) for the last meeting. J Tobey makes second. M Damiano makes a request to change the venue to SBFDF hall local grill. R Magdalinski seconds.

SBFD funding request – M Damiano states J Yoder submitted proposal that LEPC fund a drone the South Bend Fire hazmat team which is a county and district resource. Funding request is \$18,555.98 for the drone. J Yoder (hazmat team leader) says that drones have been used more often in hazmat incidents. Used in 2/3 of training. For this model, they can attach a gas monitor to monitor the air. They found a commercially made monitor available for more air monitoring in the future. Ryan Bauer got the program up and running, continuing education, and extended out to law enforcement and city IT. R Bauer states the tech is all about providing real-time info. When the drone is sent to a scene, the hazmat team isn't close enough to see what's going on, but the drone has a three-mile range and the feed can be sent almost anywhere its needed (laptop, tablet, phone, etc). The team can formulate a plan from the cold zone with the use of a drone. Thermal capabilities and zoom feature is a huge asset. All 3 SBFDF hazmat teams have certified drone pilots. For EMA side, it can also assist during tornadoes or flooding, etc. R Magdalinski asks if the drone can be used for search and rescue and R Bauer says yes they are mutual aid. J Gerndt asks if there are any other agencies that have used this drone in past incidents

before. R Bauer says yes, and he can provide cases with details. J Yoder reminds everyone that they are buying it for hazmat, but it can be used for other things. M Damiano says SBF D currently has five drones. The oldest is 10 years old and tech support falls off in time. A Typical drone costs about 8 or 9 thousand dollars. This one is double the cost because this drone is completely decon-able, can sustain more wind, and is a top-of-the-line drone. N Kowalski asks if its intrinsically safe. R Bauer says it creates a minute amount of static electricity. DJI M30 Thermal is the name of the model of this drone. M Walsh says one concern with DJI is that the Federal government won't use them. Florida won't use them because of security concerns as well. We could we be stuck with a useless drone if Indiana does the same. DJI is a Chinese owned company, so they must share info with Chinese government.

A Kirsits has been getting a lot more information through FEMA regarding Chinese concerns. R Bauer says this concern has been on his radar since starting the drone program five years ago. All his reps are still pushing DJI. R Yeary asks if they got quotes for others drones. R Bauer says this is the only one that is deacon able. R Magdalinski agrees that we need to investigate with our State a little more whether they are leaning toward banning these drones. R Magdalinski makes a motion that we table this until the next meeting to table it. M Walsh seconds the motion. All in favor to table. No one opposed.

Good of the order

M Damiano asks a clarifying question on the bylaws regarding a quorum. J Lopez says 13 is the member number so 7 is a quorum.

Motion to adjourn by R Magdalinski. M Walsh seconds.

Meeting adjourned at 10:43.