

CITY OF PROVIDENCE

LOCAL EMERGENCY PLANNING COMMITTEE #5

c/o Providence Emergency Management Agency
& Office of Homeland Security
591 Charles Street
Providence, RI 02904
(401) 228-8000

Meeting Minutes of December 12, 2007

(Recorded by John Bissonette - Narragansett Bay Commission,
Submitted by Dave Aucoin - Narragansett Bay Commission)

ATTENDEES

Mike Turbitt – UNIVAR USA	Michael Brugnoh – RIBI Security
Domenic Fonseca – Colibri Group	Steve Curtis – ProvPort/WTS
Bryan Klostermeyer – USCG	Gary Waldron - TEPPCO
Bruce Coughed – R.I. Hospital	Joseph Murphy – Hudson Asphalts
Bob Johnson – RIBI Security	Tony LaRusso - KeySpan
John Kaplin – Gilbane/Jacobs, Inc.	Greg Myers – Providence College
Jim Celenza – RICOSH	Henry Huppert – Brown University
Reginald Setts – Aramark	Mike Russo – Save The Bay
Robin Guevarez – Aramark	John Bissonette - NBC
Bernie Smith – Herff Jones, Inc.	Alan Cantara - RISD
Dave Walker – Herff Jones, Inc.	
Kerry Britt – NBC	

- Meeting was called to order by LEPC #5 Vice-Chair Henry Huppert in the Main Auditorium of the Providence Public Safety Complex, 325 Washington Street, Providence, RI 02903.
- Henry made a motion to suspend the reading of the minutes from the last meeting, as Dave had previously emailed them to all members. The motion was made, seconded, and accepted. Copies of the meeting minutes were also distributed at the meeting.

Correspondence/Handouts:

- Chief Dillon, Leo Messier, Jim Gaffey, Dave Aucoin, and Sue Mayo were unable to attend the LEPC meeting as they were participating in a PEMA Chlorine Gas Release Tabletop Exercise at the Johnson & Wales Harborside Campus.

- Dave had previously mailed EPCRA Emergency Coordinator Designation Forms to Providence EHS Facilities, for inclusion in the Providence Hazmat Emergency Response Plan. Henry encouraged all EHS Facilities in attendance to submit the forms to Dave as soon as possible.

Membership Committee Reports

City of Providence:

Communications: No Report.
Emergency Management: No Report.
Fire Department: No Report.
Inspections & Standards: No Report.
Mayor’s Press Office: No Report.
Planning & Development: No Report.
Police Department: No Report.

Colleges/Universities: *Alan Cantara (RISD)*

- RISD had instituted an emergency “call back” system, similar to the system in place at Brown, and also similar to the “Connect-Ed” program in place at JWU.
- RISD EHS is encouraging students and faculty to logon to the system and enter their cell phone numbers, landlines, and email addresses. A successful test of the system was held last week.
- Henry stated that Brown has a similar emergency alert system in place, and between 7 and 8 thousand students have already logged in and provided their information. Also, the campus-wide Emergency Siren System should be installed shortly – the original goal for installation had been by the end of 2007. Henry reassured the committee that the Siren System is only going to be used for emergency purposes only, contrary to some public assumptions that it will be used “too much” for other non-emergency notifications.

Public Property: No Report.
Public Works: No Report.
Solicitor’s Office: No Report.
Tax Assessor: No Report.

State of Rhode Island:

DEM: No Report.
Department of Labor: No Report.
RIEMA: No Report.
SERC: No Report.
EPA: No Report.

MSO – Coast Guard: Bryan Klostermeyer

- The PortSTEP (Port Security Training and Exercise Program) held back on October 11, 2007 was a huge success. The exercise was held on Cape Cod in collaboration with the Transportation Security Administration. The purpose of the exercise was to evaluate the Area Maritime Security Plan and the interaction between the Area Maritime Security Committee, public sector, and private industry resources during a response to a transportation security incident.
- The AMSTEP (Area Maritime Security Training and Exercise Program) exercise that was originally scheduled for June 2008 has been moved forward to March 2008. Erin Lambie (USCG) is currently organizing this exercise.
- Homeport – Bryan encouraged all committee members who have yet to register with Homeport to contact him for help in doing so. The Providence Hazmat Emergency Response Plan DRAFT has been uploaded to Homeport. Several committee members have been working hard to update this written plan.
- TWIC Update – Bryan reminded the committee that the Transportation Worker Identification Card system is now in place, and encouraged any LEPC 5 companies that are subject to the regulations of the Maritime Transportation Security Act to ensure their compliance. TWIC cards are now required for all Port workers who require unescorted access to secured areas of the Port.

Hospitals: No Report.
Red Cross/VNA: No Report.
RIPTA: No Report.
Facility Reps./Owners:

- *Alan Cantara – RISD*
 - Alan stated that most of the hospitals and universities have gotten emails from MaryAnne Medeiros (OSHA - DOL) about upcoming safety training related to external cleaning of windows on stories of buildings above 3 floors. This is a new safety issue, and the training will be held at Kent County Hospital.

Providence Harbor Co-op: No Report.

OLD BUSINESS:

- Providence Emergency Response Plan: Henry stated that it is in the final stages, and the presentation of the Plan at the December meeting has been postponed until Chief Dillon is available to present it.

NEW BUSINESS:

- None.

- Henry made a motion to adjourn the meeting. Motion was seconded, accepted, and the meeting was adjourned.

- **The next LEPC meeting will be Wednesday, March 12, 2008 at 10:00 AM in the Main Auditorium of the Providence Public Safety Complex.**