

# **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 17, 2008**

(Submitted by Dave Aucoin – Narragansett Bay Commission)

#### **ATTENDEES:**

Bruce Cougheed – RI Hospital	Bill Ostiguy – Ferguson Perforating
Scott Atkin – R.W. Medical Center	Joseph Murphy – Hudson Asphalt
Steve Knowles – Women & Infants Hospital	Patrick Pinarelli - USCG
Mike Russo – Save The Bay	Kevin Blount - USCG
Alan Cantara – RISD	Erin Lambie - USCG
Jim Gaffey – EPA – 1	Brendan Duffy – National Grid LNG
Kerry Britt – NBC	John Bissonette – NBC
Bob Johnson – RIBI Security	Dave Aucoin - NBC
Domenic Fonseca – Colibri Group	J. Grant Parker – Promar/Watsonson
Henry Huppert – Brown University	Michael Dillon - PFD
Stephen Morin – Brown EH&S	Pete Gaynor - PEMA
John O’Reilly – RI Hospital	

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- Meeting was called to order at 10:08 AM by LEPC #5 Chairman Assistant Fire Chief Michael Dillon in the Main Auditorium of the Providence Public Safety Complex, 325 Washington Street, Providence, RI 02903.
  - Chief Dillon 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:**

- Copies of the minutes from the previous meeting were distributed to all members.

## **Membership Committee Reports**

### ***City of Providence:***

Communications: No Report.

Emergency Management: *Pete Gaynor*

- As part of the Port Security Communication Network, PEMA has acquired four additional cameras that will be installed at the following locations, sometime in mid-January:
  - Glens Falls Lehigh Cement Co.
  - Warwick Light
  - The Squantum Association (EP)
  - PFD Hazardous Materials Truck (mounted)
    - PEMA officials are extending this wireless broadband radar/camera system to the upper portion of Narragansett Bay to track marine traffic and potential threats from the Atlantic Ocean to the Port of Providence. Currently, there are 10 fixed-position cameras and three roving cameras in the lower Bay that are monitored by primarily by DEM and also by the USCG.
    - 17 cameras will eventually be installed.
- The federal grant for the Port Siren system has been approved, and Wright Communications (NH) is the approved vendor that will install the sirens. The four sirens, which will issue warning tones and voice messages before, during and after emergencies, will be installed at the following locations:
  - Conley's Wharf (Providence)
  - PFD Engine 13 (Providence – Allens Ave.)
  - JWU Harborside Campus (Providence)
  - Bradley Hospital (East Providence)
  - PEMA will soon be launching a marketing campaign to better inform communities about the sirens.
- Urban Area Security Initiative (UASI) Grant:
  - The cycle for the UASI grant is on-going, and all grant requests are due to DHS by 3/13/09. PEMA's grant request will be written and submitted to DHS

in February. PEMA will be requesting assistance for implementing Port detection devices, which will give automated warnings to tenants when chemical releases are detected. This project will either fall under the UASI grant or the Port Security Grant. The purpose of the UASI funding is to build regional capability (i.e. – sirens and fire boats), and Pete has solicited input from Port tenants.

- *Jim Gaffey:*
  - Jim informed the committee that there is about 3 million dollars available through the UASI grant for 2009. EPA is looking at ideas for IEDs and cyber terrorism. Jim offered EPA's assistance to PEMA with the grant process, and mentioned that any money awarded must be spent within the next 2 years. Grants should be focused more on IEDs (including IED exercises that involve 'mobile' IEDs). IEDs didn't make it into the 2008 UASI grant.

Fire Department:      *Chief Michael Dillon*

- Port Evacuation Plan:
  - The Port's Evacuation Plan was recently exercised at the Univar facility. This completed the exercise portion of the City's Emergency Response Plan.
    - Exercise Scenario:
      - Anhydrous ammonia leak at Univar. Mike Turbitt acted as the facility's incident commander. The scenario was originally going to focus on a chlorine gas release.
    - Lessons Learned:
      - The Railroad is an important stakeholder with respect to all drills within the Port.
      - The drill went well, overall, but the City's Communications Dept. had a little trouble with the activation of PEMA's Reverse 911 system.
      - Chief stressed the point that the PFD, PPD and the facility incident commander will always be the Unified Command setup.
- A SERC Training Committee meeting will be held this afternoon at RIEMA. Website emergency resources and spill contact phone numbers will be discussed, in addition to upcoming EPCRA workshops.
- Recent incidents:

- Nitric acid release at Northland Environmental on Allens Ave. Only a small quantity was released and the recovery went well.
- “White powder” incidents:
  - Suspicious white powder has been found in mailings addressed to the Providence Journal, the Attorney General’s Office, and the State House. None of the cases turned out to be harmful, and arrests have been made in 2 of the incidents. Chief Dillon and Pete are members of a workgroup that meet regularly to review procedures for these types of incidents.

Inspections & Standards: No Report.

Mayor’s Press Office: No Report.

Planning & Development: No Report.

Police Department: No Report.

Colleges/Universities: *Henry Huppert – Brown University*

- Brown University tested their campus alert sirens on 12/2/08, in coordination with PFD, PPD, and PEMA. Neighbors were informed prior to the test. The sirens will be tested again in the spring, when the students are back on campus. A siren tabletop exercise is also planned for January, focusing on a scenario similar to that of the Blizzard of ’78.

*Alan Cantara – RISD:*

- RISD hired an outside vendor to hold a hurricane drill to test the college’s preparedness. An after-action report should be complete sometime after December.

Public Property: No Report.

Public Works: No Report.

Solicitor’s Office: No Report.

Tax Assessor: No Report.

*State of Rhode Island:*

RIDEM: No Report.

Department of Labor: No Report.

RIEMA: No Report.

SERC: No Report.

EPA: *Jim Gaffey – EPA Region 1*

- Jim mentioned a listing of upcoming free RCRA workshops, and asked committee members to visit [www.epa.gov](http://www.epa.gov) for more guidance on this Act. Jim also requested that facility reps/owners that are active in the LEPC reach out to other facilities to inform them of the workshops and also to become more familiar with EPCRA/Tier II reporting requirements. Other workshop dates and locations are listed on EPA's website.
- Jim stated that EPA's water sector has an Emergency Preparedness grant, which has been expanding since 2001. EPA would like to work with the SERC and also bring all the LEPCs together to communicate more about water preparedness. Jim mentioned the RIWARN program ([www.riwarn.org](http://www.riwarn.org)), (mutual aid assistance for water and wastewater utilities) and would like to see a workshop held that would bring together reps from all 9 LEPCs, in addition to RIWARN members.
- Chief Dillon asked Jim which federal agency would set the guidelines for a response to a hazmat attack. Jim said that EPA would support all regional Hazmat teams and DEM, but the FBI would have the initial lead. The National Response Plan and ICS would be followed. EPA would also share their response efforts with PFD, and can also assist PFD in reviewing protocols.

USCG – Sector Southeastern NE:     *Erin Lambie*

- The USCG is beginning to plan for its next exercise, which will be a simultaneous security and pollution incident within the Port. This will incorporate the knowledge of local experts and special teams (environmental, media, etc.). A tabletop will be held during the summer, leading up to a full scale exercise in 2010. Any committee members interested in being on the tabletop design team should email Erin. A planning meeting for the exercise will be held on 1/22/09.
- The USCG is re-writing the Area Maritime Security Plan (AMSP), which is currently up for its 5-year review. The LEPC Port Evacuation Plan is being incorporated into the review.
- Erin stated that the deadline for Port Security Grants is 1/13/09, and facilities applying need to demonstrate an all hazards approach in their projects. Funding for overtime is also available. Contact Erin for more information.
- Erin also introduced Kevin Blount to the committee. Kevin writes the Coast Guard's Marine Transportation Recovery Plan.

- The question of how the Marine Transportation Recovery Plan is facilitated was raised. Erin responded by stating that it is all part of the new Plan and a Marine Transportation Recovery Unit (MTRU) is currently being setup. The goal is to coordinate pre and post storm activities to continue operations in the Port. The Coast Guard is also looking at conducting MTRU drills in Fall River, at Pt. Judith, and for the Islands Ferry System.
  - Alan Cantara asked if the Port drill would impact RISD's property. It was noted that yes, the drill would impact the entire City of Providence. Chief Dillon reiterated the importance of removing the life hazard as an initial response to any emergency.
  - John O'Reilly asked if there would be a medical component to the exercise. He stated that one problem over the past year has been RI Hospital's ability to conduct a large scale exercise. John said he would like RI Hospital to be a part of the exercise.

#### Hospitals:

##### *Steve Knowles – Women & Infants*

- Steve stated that the hospital recently conducted a simultaneous “fire and abduction” drill in order to test internal emergency response. The drill went well.
- A drill involving a chlorine leak was also conducted, with decon units setup outside the hospital, in addition to traffic control. The hospital will be conducting ongoing decon training for all shifts.

##### *Scott Atkin – Roger Williams Medical Center*

- Scott thanked Chief Dillon and Pete for being invited to the Integrated Emergency Management Course on 10/9/08.
- The hospital will be opening up a brand new cancer center in January, and is also in the process of setting up a new 90-day storage area and obtaining a new EPA ID number. The hospital's primary hazardous waste streams include chemo-therapy and pharmaceutical waste.

##### *John O'Reilly – RI Hospital*

- 3 major reviews completed during the 4<sup>th</sup> quarter of 2008:

- OSHA completed a successful, comprehensive inspection verifying the safe operations, policies and procedures in place at the hospital,
  - The American College of Emergency Physicians (ACEP) Disaster Preparedness Assessment group conducted a peer review of RI Hospital and a sampling of the state-wide community overall. The findings have been positive and are helpful to the hospital and region-wide disaster response capabilities,
  - The Joint Commission on Accreditation of Hospital Organizations (JCAHO) recently conducted a thorough accreditation survey/inspection examining all facility areas, policies and procedures, emerging with a very positive report on RI Hospital, as a whole. Specifically, a two-day evaluation of the hospital's emergency preparedness capabilities led to the Joint Commission offering its highest level of approval – “No Recommendation for Improvement” (RFI).
- RI Hospital also communicated with officials over the phone during the white powder incident at the State House, and looks forward to continuing its relationship with PFD and PEMA.
  - Chief Dillon stated that although the roles of an on-scene emergency coordinator are clearly outlined in ICS, that person should always know the level of any Hazmat incident at the scene. The Chief stressed better communication among the PFD, PPD and the hospitals.

Red Cross/VNA: No Report.

RIPTA: No Report.

Facility Reps/Owners: *Dave Aucoin – Narragansett Bay Commission*

- A sub-committee has been formed to review the City's Hazmat Emergency Response Plan (ERP). Current members include:
  - Pete Marinuci
  - Cy Cote
  - John O'Reilly
  - Dave Aucoin
  - Bill Ostiguy
  - Kerry Britt

Anybody else interested in joining the sub-committee should contact Dave.

- Dave explained to the committee that NBC has recently switched over to MS Office 2007, and Outlook has been blocking a lot of incoming and outgoing emails. Please call Dave if you cannot get in touch by email.

- RIWARN:
  - Dave briefed the committee on the background and progress of the RI Water/Wastewater Agency Response Network (RIWARN) initiative. This mutual aid assistance compact exists between certain public and private water and wastewater agencies in RI. Participation is voluntary, and there are currently 18 member agencies, including DEM, RIDOH, and RIEMA. Monthly steering committee meetings are held at NBC's Corporate Office Building. A website has been launched and is viewable at [www.rwarn.org](http://www.rwarn.org).
  - NBC will be working with Providence Water, PFD, and EPA to setup a workshop to bring together all 9 LEPCs in the state to discuss and practice mutual aid and emergency preparedness.
    - Chief Dillon offered to host such a workshop at the Providence Safety Complex. The ultimate goal would be for all LEPCs, water and wastewater agencies, to learn how to efficiently share resources during an emergency.
- Dave reported that NBC is currently exploring the concept of online, self-paced safety training for all employees, in cooperation with Beacon Mutual. Not all NBC safety trainings would be online, and the final technical aspects are currently being reviewed.
- NBC's Environmental, Health and Safety Program is currently working on improving the company's ICS training capabilities.

*Domenic Fonseca – Colibri Group*

- The Colibri Group recently held a successful fire drill, and is working out some kinks in its overall evacuation plan. The company is now leasing part of their property to a nursing home, so this could possibly contribute to a slow evacuation of the area.

Providence Harbor Co-op: No Report.

**OLD BUSINESS**

- TWIC: *Erin Lambie – USCG Sector Southeastern NE*
  - Erin responded to earlier questions about the TSA's Transportation Worker Identification Credential (TWIC) card system. The deadline for all Port of Providence applicable employees to obtain a TWIC card was 10/15/08. The deadline for all mariners is 4/15/09. It was also reported to Erin that some TWIC cards are not being checked by security at the Guard Shack on Terminal Road.

## NEW BUSINESS

- Hazmat Training:
  - Chief Dillon stated that the SERC has funds available to provide Hazmat training to facility employees.
- Building Security:
  - Bill Ostiguy mentioned that metallic parts of his knee implant do not trigger the security alarm at the entrance to the Providence Safety Complex. Chief Dillon will follow-up on this.
- FlashBrief:
  - Pete mentioned that Providence has purchased a new emergency notification system called “Flashbrief.” The system is a free, downloadable software available at [www.flashbrief.com](http://www.flashbrief.com). Once installed on a computer’s bottom toolbar, emergency messages and tones are activated in the event of an emergency that impacts all or part of the City.

Chief Dillon made a motion to adjourn the meeting at 11:22 AM. Motion was seconded and approved.

**The next LEPC 5 Quarterly Meeting will be held on Wednesday, March 18<sup>th</sup>, 2009 at 10:00 AM in the Providence Public Safety Complex’s Main Auditorium.**

Please visit the LEPC #5 website at [www.rilepc.org](http://www.rilepc.org) to check for previous meeting minutes, upcoming events, training opportunities, and important compliance information.

