

CITY OF PROVIDENCE
LOCAL EMERGENCY PLANNING COMMITTEE #2

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

Meeting Minutes of March 17, 2010
(Submitted by Dave Aucoin – Narragansett Bay Commission)

ATTENDEES:

Capt. Don Conbishley – RI Red Cross	Bill Ostiguy – Ferguson Perforating
Steve Buckless – P&W Railroad	Cy Cote – RI College
John O’Reilly – RI Hospital	Alan Cantara - RISD
Scott Atkin – Roger Williams Medical Center	Greg Myers – Providence College
Sue Mayo – JWU	Dave Aucoin - NBC
Mike Russo – Save the Bay	John Bissonette - NBC
Peter Popko – USCG	Kerry Britt - NBC
Sean Donohue – Promet Marine	Steve Morin – Brown University
Bob Johnson – RIBI Security	Collin Guibeau – Contech Medical
Grant Parker – Waterson Terminal Services	Jim McEvoy – Lifespan
Jim Celenza – RICOSH	John Westcott - PSC
Mike Sullivan – MOTIVA	Mitch Stevens - UNIVAR
Peter Ginaitt – Lifespan	Michael Dillon - PFD
Philomena Lupo – Community Group Rep.	Gary Munroe – National Grid
Steve Knowles – Women & Infants Hospital	Brendan Duffy – National Grid

- Meeting was called to order at 10:05 AM by LEPC #2 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.

Correspondence/Handouts:

- Dave provided copies of the meeting minutes to all the committee members and also distributed a color-coded map that showed the newly redistricted LEPCs in RI. Updated contact information for each LEPC Chairperson was also provided. There are now 5 LEPCs in RI, instead of 9. Providence is LEPC #2.

Membership Committee Reports

City of Providence:

Communications: No Report.

Emergency Management: No Report.

Fire Department: *Michael Dillon*

- The PFD has been receiving a steady flow of Tier II Reports. Chief Dillon stressed the fact that no more hard copies of the Reports will be accepted by the PFD in 2011; all future Reports will need to be emailed directly to Chief Dillon (a disk is also acceptable).
- March 3rd Incident: The PFD responded to the Bay Tower Nursing Home in response to the explosion of batteries in a buffer machine that was being used by a staff member. A Hazmat Team responded and assessed the liquid that had leaked from the batteries. There was no release of any sulfuric acid – just distilled water. There were no injuries during this incident.
- PFD continues to train its firefighters in Hazmat response. 4 firefighters are taking a Radiation Response course today at Camp Fogarty, and 12 more will be sent next week to receive this specific training.

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 has recently conducted a few successful tabletop exercises, focusing on IT/Disaster Recovery and also included explosion scenarios and hazmat releases.
- Spring Siren System Test is tentatively scheduled for April 7th at Noon.

Alan Cantara – RISD

- RISD's new VP of Finance is reviewing the school's Risk Management Program and may be updating portions of the plan in the near future.

Sue Mayo – Johnson & Wales University

- JWU is currently planning communications methods that will be utilized during the Coast Guard’s “Vigilant Hope” exercise this May. Sue will finalize everything with Pete Popko and Chief Dillon.

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

State of Rhode Island:

RI DEM: No Report.
Department of Labor: No Report.
RIEMA: No Report.

SERC: *Chief Dillon*

- Chief Dillon stated that the SERC has been operating much more efficiently since being ‘taken over’ by RIEMA, but it still faces several challenges. The SERC continues to meet on a monthly basis. One of the recurring challenges appears to be the fact that the Dept. of Labor & Training is not relaying facility chemical information to the LEPCs. This information is needed so it can be imported into CAMEO and utilized during an emergency response in the field. The SERC is working on this with Dept. of Labor & Training.
- Providence College is now sponsoring the brand new SERC website: www.riserc.org. The site currently only has contact information for the 5 LEPCs, but the eventual goal is to upload pertinent content, similar to the layout of the rilepc.org website. The SERC website eventually will have a downloadable template that facilities can use to upload their Emergency Response Plans (ERP) and *also* their Tier II Reports.

EPA: *Jim Gaffey*

- Jim publicly thanked Chief Dillon for all of his hard work associated with coordinating efforts among different agencies and for helping to get the SERC active again.

- USCG is currently conducting a field review of all Port Security Grants that were received from the Port of Providence area. A total of 50 grants were submitted – only 400 grants were submitted nationwide. Pete is optimistic about the funding and hopes to be able to allocate as much as possible to the area.
- The next Port Safety & Security Forum will be held at 9:00 AM on 3/18 at the Providence Marriott, located at 1 Orms Street. Pete asked that those who are not on the USCG’s e-mail distribution list contact him to get on the list.
- The next meeting of the RI and Southeastern Massachusetts Area Committee will be held on 3/19 at 9:00 AM in Fall River (this Committee oversees the oil and hazmat response planning for RI and SE Massachusetts). Meeting agendas were made available for all committee members.
- The National Harbor Safety & Area Maritime Security Committee Conference is scheduled for June 8-11 in Jersey City, NJ. This is an annual conference that is hosted by the Ports of NY and NJ. This is the first time that both conference themes will be united into one major national conference. Committee members may contact Pete for more information, including a website that is devoted to the conference.
 - Conference Panel Discussions:
 - Integrated Safety & Security
 - Marine Transportation System Recovery
 - Port Development, Access & Control
 - Safe Refuge
 - Future Needs in Safety & Security and Best Practices
- Operation Vigilant Hope Exercise Presentation:
 - This full-scale Exercise will take place on 5/5 and part of the exercise will take place in the Port of Providence. This exercise will combine all elements of the annual Area Maritime Security Exercise with the Pollution Response capability of the USCG. The USCG and partnering agencies will receive “threats” in the days leading up to the exercise, so agencies will have their response plans and agreements in place and ready to be initiated.
 - The scenario of the exercise will be responding to a transportation security incident involving hostile intruders creating a hazardous material release within the Port of Providence.

- Public response and protection measures, in addition to the initiation of MARSEC Level II operations are the primary response objectives for this exercise.
- USCG will be partnering with 10 Civil Support Teams (CST) from around the country and will be working alongside the CSTs on 5/5.
- The primary focus of the exercise is for Federal, State and local response teams to integrate their interoperability capabilities.
- An Area Command will be setup at the Schofield Armory in Cranston (state EOC) to coordinate the response to the incidents during the exercise.
- Pete gave a presentation to the Committee on the entire exercise, which included a total of 11 target objectives:
 - Evaluate procedures while employing a response,
 - Evaluate roles, responsibilities, resource availability and authority,
 - Organizational structures,
 - Coordination of arrangements,
 - Communication,
 - Evaluate the ability to deploy specialized teams,
 - Mutual aid protocol and capability,
 - Statewide interoperable communications,
 - Public information
 - Physical security measures
 - Challenge/balance resources
- A Joint Information Center (JIC) will be setup at the state EOC, within the Area Command.
- **3 Venues** for the exercise:
 - *Boat on the water with hostiles* – USCG will be responding with their new armed helicopter and will be communicating with other response agencies on the water and on land.
 - *Port of Davisville* – Simulation of a radiation incident on a docked vessel. USCG will be working with NK Police and Fire.
 - *Port of Providence* – Simulation of a suspicious truck being driven through a security checkpoint in the Port. USCG will be working with Providence Police and Fire, FBI, State and Local EMA.
 - ProvPort will be supplying a warehouse for first responders to setup operations.
 - All Port tenants will be notified about the exercise, which is NOT meant to interrupt any Port operations; *all roads will remain open.*
- There will be controllers and evaluators stationed at each Incident Command setup throughout the state. There will be several ICS locations that will be reporting back to the state EOC (Area Command).

- The final planning conference for the May exercise will be held on 4/7.
- The CSTs from around the country will be operating throughout the state during the entire first week of May.
- Communications exercises will take place on 5/3 & 5/4, in addition to JIC training. The actual exercise will be from 8:00 AM to 4:00 PM on 5/5. The CSTs will continue training through 5/6 & 5/7, following the exercise. Some CSTs will be training at night, as well. A Hotwash will be held on 5/6.
- The question was raised as to whether or not the area hospitals will be involved with the exercise. The fact that the state will face an “imminent attack” scenario will get the hospitals involved. RIHOSP would like to test its radiation detection equipment, in addition to the rest of its emergency response plan.
 - Chief Dillon has recently added all of the hospital emergency phone numbers to the PFD’s call-down list so they can be notified of any hazmat release.
- Dave Aucoin posed the question of whether or not the Narragansett Bay Commission (NBC) would be involved with the exercise, as the NBC is part of RIEMA’s Emergency Support Function #3 within the State’s Emergency Operations Plan. Pete stated that the organization that RIEMA will be putting together to support the state EOC would depend on which ESF facilities will be involved, and also suggested that Dave contact Rob Pesapane at RIEMA to see which ESFs will be involved.

Hospitals: *Scott Atkin – Roger Williams Hospital*

- The hospital has submitted their Tier II Reports for 2009 and has met their criteria for the first time. Biannual Hazardous Waste Reports have also been submitted to DEM. DEM assisted the hospital with these aspects of compliance.
- RWH will be involved with the state’s hospital communications drill in the coming months,
- In-house ICS training will begin sometime in April,
- All hospitals in RI are currently receiving training on radiation detection (hand-held and mounted devices). RWH will receive the training on 3/19.
- Scott stated that many hospitals, including RWH, have received satellite communication capabilities that allow hospital staff to view a radiation incident from a secure location.

John O'Reilly – RI Hospital

- **H1N1 / Emergency Preparedness:** The hospital vaccinated upwards of five thousand staff, healthcare workers, first responders, patients and families. Working in cooperation with HEALTH, PEMA, Providence Police and Fire Departments, several vaccination opportunities were offered for the masses to receive the HINI vaccine. I am happy to report that the Department of Health states that the pandemic is in its final stages for the season.
- **RESCQ Satellite Communications:** functional exercise April 14, 2010. The exercise will occur from approximately 0830 to 1200 hrs.
 - Internal Participants: RIH Facilities, Telecom, Network Services, Media Relations, Administration, Nursing, Security, Fire Safety, Emergency Preparedness.
 - External Participants: Lifespan E Prep, HEALTH, HARI, RIEMA, Hospitals throughout the state, and others
 - Scenario and objective: Overcoming communications obstacles after Hurricane Zara
- **Operation Quahog EX:** May 3rd and 4th times will vary
 - Internal Participants: RIH Emergency Department, Radiation Safety, Hospital Safety; Emergency Preparedness, Building & Grounds, Security; Laboratory
 - External Participants: RI National Guard Civil Support Team (CST), Providence EMA, Pawtucket EMA, Fire, Police, HEALTH and others
 - Scenario and objective: Test hospital Decon, CBRNE, and Rad Safety detection skills and response for an IED/RDD.
- **Patient Tracking System (PTS):** This innovative project of following a patient through an information system is currently being piloted in the region. The patient digital identity will be established in the street and will follow them through the system. Due to go live on April 1, this system will allow better routine communication with the receiving facility and will serve the health care providers and first responders in a beneficial manner in mass casualty incidents.
- **Hazard Vulnerability Analysis (HVA):** Rhode Island Hospital will commence its annual process of determining the hazard vulnerability of the facility and surrounding areas. The study is conducted with the local partners to determine the inherent risks associated with naturally occurring, technological, human related and hazmat events. The factors of potential severity and probability are calculated with the summary values determining the path of target capability development and subsequent training, and exercise programs. This process is completed in May of each year.

- Chief Dillon suggested that all RI Hospital security and maintenance employees receive training in chemical monitoring systems so they can remotely test the air in different areas for radiation levels. This is important because of RI Hospital's close proximity to the Port. The PFD will be conducting air monitoring training to its staff in June, and Chief Dillon offered to include RI Hospital employees in this training.
- John stated that RI Hospital's interaction with the LEPC and other community partners has greatly helped not only the entire City of Providence, but also RI Hospital. Moving into 2010, RI Hospital seeks to further strengthen the partnership between state and local agencies in service to the community at large.

Steve Knowles – Women & Infants Hospital

- Women & Infants Hospital will be participating in Operation Quahog during the first week of May.
- The hospital has recently hired a health care emergency services firm to revise the current emergency operations plan.

Red Cross: *Capt. Don Corbishley*

- The communication capability in all Red Cross vehicles and offices has been updated; 800 MHz radios are now used in both areas.
- The focus of all current efforts is on the flooding in West Warwick:
 - 2 area shelters have been setup for residents and also for town officials and emergency responders.

RIPTA: No Report.

Facility Reps/Owners:

Brendan Duffy – National Grid

- Brendan offered the PFD a tour of the National Grid facility. The PFD will be conducting a walkthrough of the facility in May and will also review National Grid's recently-updated emergency response plan. PFD also plans on exercising National Grid's plan in the fall, while involving TEPPCO in the exercise.

Dave Aucoin – Narragansett Bay Commission

- Dave informed the Committee that the entire Field's Point WWTF property is now a construction site and that, with the exception of the PFD, any visitors to the WWTF will be required to wear a hard hat. The treatment plant is moving to tertiary treatment to remove more nutrients from the incoming wastewater.
- NBC's Environmental, Safety & Technical Assistance section will be presenting its in-house Permit-required Confined Space Entry training program to the PFD on 4/6, in order to better familiarize the PFD with the types and locations of confined spaces that NBC has within its WWTF. This is in an effort to formalize an Emergency Rescue Plan agreement with the PFD, as required under the OSHA standard. The PFD will be conducting a full walk-through of the Field's Point WWTF on 4/7 and will also conduct a mock rescue drill on the same day.
 - Chief Dillon stated that National Grid recently hired a private company to conduct in-house Permit-required Confined Space Entry training. 60 Providence firefighters also participated in the 24 hour (3 day) training.
- Dave informed the Committee that NBC's Environmental, Safety & Technical Assistance section's in-house health & safety training program was recently recognized by the New England Water Environment Association (NEWEA) by receiving the 2009 George W. Burke, Jr. Safety Award. The award is presented by NEWEA to one WWTF in New England for demonstrating excellent documentation and illustration of the safety program and for maintaining an excellent safety record at the facility for the preceding year.

Providence Harbor Co-op: No Report.

OLD BUSINESS: NONE.

NEW BUSINESS:

2010 Port Evacuation Drill – *Chief Dillon*

- This year's drill will be held *during* the Vigilant Hope Exercise on 5/5. A token evacuation will take place (sector-by-sector) and the drill will most likely begin around 1:00 PM. In past years, the drill has been held during the first week of June. Many of the Port businesses will be sheltering in place because of the

nature of the incident – A firearms-induced incident by terrorists with the potential for a chemical release.

- Alan Cantara raised the question of whether or not the Vigilant Hope Exercise will extend further into the City. Pete stated that the Exercise will be confined to the Port area.
- The Narragansett Bay Commission will host a planning meeting for the Port Evacuation drill on Thursday, April 15th. The meeting will inform all Port tenants on the aspects of the drill.
- The Port Evacuation Plan was revised after last year's drill, based on feedback received mostly from businesses along the water. Traffic jams and waiting around for RIPTA buses in the Port both can be time consuming, so RIPTA buses will now be parked at Terminal Road, Ernest Street, and Harborside Blvd.
- This year's drill will not involve a chemical release, so the North and South rally points will be utilized for a few sectors, but most sectors will be sheltering in place.

Tier II Submission – *Chief Dillon*

- Chief Dillon thanked all the LEPC 2 facilities who have submitted their Tier II Reports and also reiterated the fact that he will only accept electronic (CD and/or email) copies of the Reports in 2011.

Chief Dillon made a motion to adjourn the meeting at 11:15 AM. Motion was seconded and approved.

The next LEPC 2 Quarterly Meeting will be held on Wednesday, June 16th, 2010 at 10:00 AM in the Providence Public Safety Complex's Main Auditorium.

Please visit the LEPC #2 website at www.rilepc.org to check for previous meeting minutes, upcoming events, training opportunities, and important compliance information.