

HAWAII STATE EMERGENCY RESPONSE COMMISSION
MEETING #8

February 21, 1992
9:00 a.m. - 10:30 a.m.
Kinau Hale Board Room, 1st Floor

MEMBERS PRESENT

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John C. Lewin, DOH

[Handwritten signature]

Bruce S. Anderson, DOH

[Handwritten signature]
[Handwritten initials]

GEROLD KINIRO
Yukio Kitagawa, Board of
Agriculture or
Representative

[Handwritten signature]

Major General Edward V.
Richardson, DOD or
Representative

[Handwritten signature]
JOHN P. KEPPELER, II
DEP. DIR.

Keith Nue, DLIR
or Representative

[Handwritten signature]
ROY PRICE

William W. Paty, Board
of Land and Natural
Resources or
Representative

[Handwritten signature]
RUSSELL CHARLTON
DIV. OCC. SAFETY & HEALTH

[Handwritten signature]
Murray Towill, DBED
or Representative

[Handwritten signature]
Rex D. Johnson, DOT or
Representative

[Handwritten signature]
Richard Kawakami

[Handwritten signature]
Brian Choy, OEQC
or Representative

[Handwritten signature]

Jiggie Homman, Hawaii
State Chapter American
Red Cross or
Representative

[Handwritten signature]

Jerrold M. Michael
UOH School of Public
Health or Representative

[Handwritten signature]

George Kekuna, Oahu LEPC
Chairman or
Representative

[Handwritten signature]
B.Z. SIEGEL
(BARBARA)

[Handwritten signature]

Clifford Ikeda, Kauai LEPC
Co-Chairman
or Representative

[Handwritten signature]

Sel Menor, Maui LEPC
Co-Chairman
or Representative

[Handwritten signature]

Harry Kim, Hawaii LEPC
Chairman or Representative

[Handwritten signature]
all -
alexandro
Lomasad

[Handwritten signature]
(present)

OTHERS ATTENDING:

NAME/AGENCY	ADDRESS	TELEPHONE
Erwin Kawata / BWS	630 S. Beretania St. Hm. 96843	527-6152
Chris Takem / OCDA	650 S. King Hon 96813	523-4124
Leighton Ah Cook / SCD	3949 Diamond Hbl. Rd. Hon 96816	734-2161
Eugene Lec / DPW	650 S. King St., Hon. 96813	523-4159
✓ Lt Eric Hoshino / USCG	300 ALA MOANA BLVD, HON 96850	541-2118
✓ LTJG PETE FONTAINE / USCG	300 ALA MOANA BLVD, HON 96850	541-2174
✓ ENS DAVE PUGH	300 ALA MOANA BLVD, HON 96850	541-2103
Thomas Vendetta / C/C	550 S. King St. 96813	523-4880
JACK LEWIN	DIV of Health, CHM HSERC	586 4410
CARTER DAVIS	890 VALKENBURGH ST. Hon, HI 96818	422-0827
Joseph Blackburn	200 DAIKY ROAD, KAHUKUI, HI. 96732	243-7572
LCDR Gregory Jones / MSO Honolulu	433 Ala Moana Blvd, Honolulu HI 96813	541-2068
WALTER NISHIMURA	State Health, EMS Branch	735-5267
Richard Rosen PRI - ETI	P.O. BOX 3379 Hon HI 96842	547-3600
DEAN YESHTAW / HDOA	1428 S. KING STREET Honolulu, HI 96814	973-9401
ALEJANDRO LOMSA	K.F.O. - 4223 Rice St Lill. HI. 96766	(2454721)
HARDING FRAGAS JR.	466 KINGOLE ST. Hilo, HI. 96720	961-8297
CLAIRE HONG	WATERFRONT	586-87 586-4678
✓ RHONDA BOYKE		
✓ MARIC INBOGLIA		

33 attendees

DRAFT

HSERC8.MIN-RG3

DRAFT MEETING SUMMARY
HAWAII STATE EMERGENCY RESPONSE COMMISSION
MEETING #8
KINAU HALE BOARD ROOM, 1st FLOOR
FRIDAY FEBRUARY 21, 1992

HSERC Commission Members and Representatives:

Dr. John C. Lewin, Chairman, HSERC, DOH
Bruce Anderson, Ph.D., Vice Chairman, HSERC, DOH
Roy Price for Major General Edward Richardson, DOD
Gerald Kinro for Yukio Kitagawa, DOA
Russell Charlton, DLIR
John P. Keppeler II for William W. Paty, DLNR
Richard Kawakami for Marray Towill, DBED
Jiggie Hommon, American Red Cross
B.Z. Siegel for Jerrold M. Michael, UH School of Public Health
George Kekuna, Oahu LEPC Chairman
Clifford Ikeda, Kauai LEPC Co-Chair
Sel Menor, Maui LEPC Co-Chair
Harry Kim, Hawaii LEPC Chairman

Other Attendees:

Erwin Kawata, BWS
Chris Takeno, OCD
Leighton Ah Cook, SCD
Eugene Lee, DPW
LT Eric Mosher, USCG
LTJ6 Pete Fontaine, USCG
ENS Dave Pugh, USCG
Thomas Vendetta, C&C
Cpt. Carter Davis, HFD
Cpt. Joseph Blackburn, MFD.
LCDR Gregory Jones, MSO Honolulu
Walter Nishimura, DOH/EMS
Richard Rosen, PRI-ETI
Dean Yoshihu, HDOA
Chief Alejandro Lomasad, KFD
Harding Fragas Jr.
Mark Ingoglia, DOH/HEER
Claire Hong, DOH/HEER
Rhonda Goyke, DOH/HEER

I. OPENING REMARKS

HSERC Chairman, Dr. Lewin, called the meeting to order and outlined the agenda. The primary topic on the agenda was LEPC Update & Status of State Implementation. Dr. Lewin mentioned that other agenda items may need to be deferred until the next meeting, with the exception of one item to be added by Roy Price when the recommendation section of the meeting was reached.

II. LEPC UPDATE & STATUS OF STATE IMPLEMENTATION

A. Background & Overview

Mark Ingoglia reported that this was the first HSERC meeting in over a year. The meeting planned for December was postponed due to scheduling problems and the need to establish a clear agenda. In February, several HSERC members met to discuss the relationship between Title III, the HSERC, the LEPCs, and the lack of resources, in a meeting sponsored by State Civil Defense. As staff to the HSERC, DOH analyzed the information generated in the SCD meeting to determine the status of each County's implementation actions and what resources would be required to fulfill Title III. Mark further stated the need to go back to the basics and determine what is mandated under the law, and what can be done with the limited available resources to comply with the law as much as possible. Mark then introduced his staff, Claire Hong and Rhonda Goyke.

B. Analyses

Rhonda Goyke reported on the roles and responsibilities of the HSERC and the LEPCs as stated in Title III. An updated status report was presented for both the HSERC and for the LEPCs by county, per Title III requirements. The analysis also included a workload analysis which estimated the amount of time that would be required to comply with each point of the law. The complete analysis and summary sheet are attached.

C. Conclusions & Options

Mark Ingoglia commented that everyone recognizes that one of the big problems when Title III came on line was concurrently complying with Title III while taking over hazmat response at the state and county level. Faced with the competing demands for resources to implement Title III and to develop first responder capabilities, the LEPCs and the HSERC concentrated their efforts on the latter. The LEPCs have been doing a good job as first responders and now the State has four on-scene coordinators and 24 hour standby.

While many of the Title III requirements are being met by the HSERC and the LEPCs, additional planning work needs to be done. There was general agreement that the HSERC should meet more frequently. Mark presented staff recommendations that the HSERC consider meeting twice a year. The HSERC staff also recommended that the HSERC request the annual plans from the LEPCs.

Mark noted that Rhonda's presentation was designed to address the LEPCs' past requests for clarification of the roles and responsibilities of the HSERC and LEPCs.

Based on this analysis, it appears that Oahu and Kauai are in good shape and are close to full compliance. Maui is making real progress with Captain Blackburn on board. Hawaii, we are sure will also catch up. It is clear that the LEPCs have already met many of the Title III requirements. Nonetheless, there is need for improvement in specific areas. However, the item requiring the biggest demand for time (i.e. hazard analysis) can be externalized.

There are both short-term and long-term options that should be considered. In the short-term, the LEPCs should be able to comply with Title III requirements with limited support from the HSERC, with the exception of the hazard analyses. Facilities can be required to do the hazard analysis for themselves. This would limit the LEPC responsibility to quality assurance. Facilities are often required to do their own hazard analyses under other environmental statutes. The HSERC could provide technical support for the externalize hazard analysis, this would also help to standardize the format. The facilities would also acquire a better understanding of Title III and the hazards present at their facilities.

Long-term options to support the LEPCs include: Title III laws establishing facility fees, which would go to the counties and acquiring planning and training money which may be available from DOT, but the details are unclear at this time.

III. QUESTIONS & ANSWERS REGARDING STATUS REPORT

- A. Harry Kim commented that the responsibilities of the HSERC needs to be defined and that a orientation meeting is necessary. Dr. Lewin suggested that a training session be held in place of the next HSERC meeting to officially define the Commissions roles & responsibilities.
- B. Roy Price brought up the issue of the number of facilities listed per county in the analyses, why does Kauai with the smallest population have the most facilities? Clifford Ikeda explained that Kauai has been very active in identifying facilities. Dr. Lewin commented that these numbers are an indication that all sources have not been identified. Hawaii probably has more facilities than Maui, and Maui probably has more facilities than Kauai, but those facilities have not been identified to date.
- C. Roy Price expressed concern with going with CAMEO exclusively as a statewide network. Integrating CAMEO into his all-IBM system would require resources, e.g. training and manpower. Dr. Lewin suggested moving towards a common system approach which would work for CD and for the first responders. After further discussion, Dr. Anderson recommended that a subcommittee be formed to discuss and resolve the issue of a Title III Data Management System.
- D. Roy Price clarified that State Civil Defense has taken on the responsibility of exercises for the State and the HSERC and a four year plan is currently in place.
- E. George Kekuna stated that he has held off on ordering computers for Title III until these issues are resolved. Equipment and manpower are needed resources.
- F. Gregory Jones, USCG, suggested going through the RRT to obtain assistance from NOAA in Data System decisions.

- G. George Kekuna commented quarterly HSERC meetings are needed in this developmental stage of the program until problems are resolved. The LEPC chairs and co-chairs also agreed that formal meetings were needed, the rules on running a commission should be followed.
- H. Harry Kim stated that until the HSERC and LEPC plans are complete and approved, Volume III stands alone. George Kekuna commented that the HSERC and LEPC plans are annexes to Volume III and encouraged everyone in the room to re-acquaint themselves with Volume III.

IV. Recommendations

- A. Dr. Lewin noted that a quorum was present and opened the floor for recommendations.
- B. Roy Price made a motion to approve the meeting minutes for #7, as written. Harry Kim had one correction to make to the minutes. Roy Price then made a motion to approve the minutes with corrections. The motion was passed.
- C. Dr. Anderson made a motion to form a subcommittee to make recommendations on the data management needs to meet Title III requirements. Issues to be resolved include:
 - 1. Converting to one system,
 - 2. Develop bridges to make IBM and Apple systems compatible, and
 - 3. Establish subcommittee to include: CD, DOH, and through RRT bring in an expert from NOAA.The motion was passed.
- D. Dr. Anderson recommended that a re-orientation meeting on Title III be scheduled. After some discussion it was decided that the re-orientation meeting should be kept small, but at a minimum all the HSERC members should attend. Roy Price stated that administrative rules also need to be established. Harry Kim stated that he would like to see how a model HSERC operates and that a presentation by EPA would be helpful. Carter Davis commented that a model may have already been distributed and a copy of the model should be in the historical files. The motion was then made to conduct a re-orientation meeting consisting of three segments:
 - 1. First, a re-orientation on SARA Title III. The workshop would be attended by HSERC members and staffed by EPA, AG and DOH. The objective of the workshop would be to discuss the mandatory and optional requirements of the HSERC and the LEPCs.
 - 2. The re-orientation segment would be followed by an administrative procedures establishment segment. This segment would be attended by HSERC members and staffed by EPA, AG and DOH.
 - 3. The third and final segment of the meeting would be to define the goals and objectives of the HSERC. The segment would be attended by the HSERC and staffed by AG and DOH. The motion was passed.

- E. Dr. Anderson recommended that the workshop meeting be held in place of the next HSERC meeting and that due to the pressures imposed by this year's legislative session three months from now would be the best. Harry Kim commented that three months was too long to wait, three weeks would be better. After some discussion the motion was made to schedule the workshop as soon as EPA staff could schedule time to be here, but no later than mid April. The motion was passed.
- F. Dr. Lewin recommended setting a minimum number of HSERC meetings to be held each year, suggesting two with the flexibility to have more meetings as needed. After some discussed the motion was made to have a minimum of four meetings a year. The motion was passed.
- G. Dr. Anderson recommended establishing a realistic deadline for LEPC plan review. Roy Price commented that this decision should actually wait until after the administrative rules are established at the workshop. No motion was made.
- H. Roy Price recommended establishing the frequency of LEPC meetings. He believes the LEPCs should meet at the same frequency as the HSERC. Preferably the LEPCs should meet prior to the HSERC meeting to establish recommendations for the HSERC meetings. George Kekuna commented that Oahu is planning a LEPC meeting for April and that he would agree that the LEPCs should meet four times a year. Dr. Lewin stressed that flexibility is important, and recommended establishing twice a year as a guide and then meet more frequently as needed. Harry Kim stated that he wouldn't be able to meet four times a year and that the re-orientation should come before committing to number of meetings per year. Harry stated that there was a need to express problems to the HSERC before committing. George Kekuna made the motion to defer setting number of HSERC and LEPC meetings to be held each year until after the administrative rules making session. The motion was passed.
- I. Roy Price made the recommendation that he be authorized to sign the FEMA Training System Form for the HSERC Chairman. After some discussion, the motion was made that the Director or Vice-Director of Civil Defense be authorized to act for the HSERC Chairman in the signing of the FEMA form for funding for Hazmat training. The motion was passed.
- J. Roy Price made the motion to adjourn the meeting at 11:35 a.m. The motion was passed.

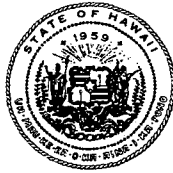
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This Meeting Summary is respectfully submitted to the Hawaii State Emergency Response Commission.

Respectfully submitted,

RHONDA K. GOYKE

JOHN WAIHEE
GOVERNOR OF HAWAII



JOHN C. LEWIN, M.D.
DIRECTOR OF HEALTH

STATE OF HAWAII
DEPARTMENT OF HEALTH

P. O. BOX 3378
HONOLULU, HAWAII 96801

In reply, please refer to:
HEER OFFICE
HSERC7.MIN/BFS-2

DRAFT MEETING SUMMARY
HAWAII STATE EMERGENCY RESPONSE COMMISSION
MEETING #7
BOARD ROOM, 3RD FLOOR
STATE DEPARTMENT OF HEALTH
MONDAY, JANUARY 14, 1991 2:00 P.M.

HSERC Commission Members and Representatives:

Dr. John C. Lewin, Chairman, HSERC, DOH
Bruce Anderson, PhD., Vice Chairman, HSERC, DOH
Roy Price for Adjutant General Alexis Lum, DOD
Gerald Kinro for Yukio Kitagawa, DOA
Thomas Batey for Major Brigadier General Edward V. Richardson, DOD
Jennifer Shishido for Mario R. Ramil, DLIR
William W. Paty, DLNR
Murry Towill, DBED
Ronald Hirano for Edward Y. Hirata, DOT
Harlan Hashimoto for Jerrold M. Michael, UH School of Public Health
Jiggie Hommon, American Red Cross
Chief Lomosad for Clifford Ikeda, Kauai LEPC Co-chairman
Sel Menor, Maui LEPC Co-chairman
George Kekuna, Oahu LEPC Chairman
Harry Kim, Hawaii LEPC Chairman

Other Attendees:

Captain Richard C. Vlaun, USCG
LCDR Gregory Jones, USCG
LT Eric Mosher, USCG
LTJ6 Larry Hewett, USCG
Joe Reed, Oahu Civil Defense
MG Alexis Lum, TAG
Maurice Kaya, DBED
Nell Cammack, OMPO
Captain Heddaeus, PRI
W. Aldenderfer, PRI
Peter Freeman, PRI
Susan Kushoki, PRI
F. David Hoffman, VP Petroleum Operations, PRI
Chief Ron Davis, Maui County Fire Dept.
John Bowen, University of Hawaii
Cpt. Carter Davis, HFD
Cpt. Michael Brede Sr., HPD

Cpt. Edward Lingo, HPD
Rusty Nall, PENCO
Paul Young, State Fire Council
Ralph Moore, State DOT
Tom Batey, State Civil Defense
Harding Fragas, Jr., Hawaii County Fire Dept.
Kenneth Thong, C&C of Honolulu Transportation
Stafford Kiguchi, PRI
Gerald Kinro, DOA
Dave Lyman, Hawaii Pilots Association
Chi-pin Chang, DLNR
Dave Tunison, PRI
Robert Crowell, DOT Harbors
Michael Choy, Hawaiian Electric Co.
Bill Bonnet, Hawaiian Electric Co.
Donald P. Astrab, Honolulu Board of Water Supply
Sandra A. Simms, C&C of Honolulu Corporation Counsel's Office
Alex Ho, C&C of Honolulu Public Works
Mary Foote, Brewer Environmental Industries, Inc.
Mark Ingoglia, DOH\HEER
Philip Moravcik, DOH\HEER
Bruce Schlieman, DOH\HEER

I. OPENING REMARKS

HSERC Vice-chairman Dr. Anderson called the meeting to order, and outlined the agenda. Primary topics on the agenda included: State of Hawaii Chemical and Oil Emergency Preparedness Program; Regional Plans and Response Team Up-dates by the U.S. Coast Guard; Review of the Star Connecticut Incident; and finally, an open session for comments and discussion.

II. WELCOME TO NEW HSERC MEMBERS

Dr. Bruce Anderson welcomed new HSERC members for attending the meeting. The Vice-chairman then introduced a 15 minute video tape on Emergency Planning and Community Right-to-know.

III. STATE OF HAWAII'S CHEMICAL AND OIL EMERGENCY PREPAREDNESS PROGRAM

A. SARA Title III Progress

Mr. Mark Ingoglia reported that of 267 facility reports that have been received by the DOH/HEER Office, 200 letters were sent out for corrections. Of these 200 letters, only 50% have been appropriately corrected. During the end of January, the HEER Office will send out a reminder letter to facilities for submitting 1990 SARA Title III data by March 1, 1991. Kauai Title III facility data has been filed with the state on electronic media.

All counties are conducting hazard analyses, and no estimate on a completion date is currently available.

Draft state and county plans are in place, and a Title III Data Management Plan utilizing CAMEO software has been established. The state has received a \$70,000 Title III Data Management Grant from U.S. EPA Headquarters for Community Right-to-know data access.

B. Local Emergency Planning Committees (LEPCs)

HLEPC: Mr. Harry Kim stated that the Big Island was not in compliance with SARA Title III. Furthermore, additional training and legislation are required to provide more resources for first responders. Mr. Kim also wanted to have the roles of the LEPCs and the HSERC defined.

KLEPC: Chief Lomosad reported that the Kauai LEPC should have a workable Emergency Response Plan by May of 1991. Chief Lomosad stated that 20 first responders have been trained to level A capability, and that at least one more should be trained in order to have three teams of 7 people each. Thus, each of the three teams could work an 8-hour shift so they could respond 24-hours a day. Chief Lomosad also indicated that a few more first responders should be trained for back-up, and that state funds would be sought for an emergency response vehicle.

OLEPC: Mr. George Kekuna stated the OLEPC goals for '91, and they include: site visits to 33 facilities, implement the IBM version of CAMEO, and meet in the near future for an LEPC up-date. Longer term goals were to increase education programs on hazardous materials handling, disposal, etc. Mr. Kekuna also stated that the LEPC wanted to emphasize public education and awareness programs on hazardous materials in the community. Comments offered were: OLEPC is not getting copies (CC'ed) on letters that cite their requests. Mr. Kekuna also requested the SERC to inform them about new SARA III rules. The question on how to dispose of explosive materials in the future was also raised. OLEPC also wanted to know the procedures for responding to spills clarified; such as the relationship between HFD Hazmat 1 and the DOH/HEER Office.

MLEPC: Mr. Sel Menor reported that a county Hazmat Officer has been hired, and is currently being trained. The Hazmat Officer will be working on the Maui County emergency response plan. The fire department has 8 people trained as first responders with slots available for 18 more. Mr. Menor stated that more training and resources for response personnel are required.

C. Spills Up-date

Mr. Philip Moravcik stated that the DOH/HEER Office has received 311 spill notifications during 1990, and that this represents a 100% increase from those received during 1989. Of the 311 spill notifications, 58% (182) were petroleum, and of these 54% (98) were ocean based spills. The majority of notifications originated from Oahu, which totaled 260. The Big Island had 17 notifications,

Kauai and Maui each had 12, Lanai had 1, and Molokai had none. There were also 17 open ocean spill notifications.

Mr. Moravcik then provided a brief report on major spills and response cleanup operations, which included the following sites: Hilo copper, chromium, arsenate spill; Pearl City jet fuel pipeline leak; Maili oil barrel waste sites; Poamoho explosive waste detonation; Kawaihae Pioneer Lumber pentachlorophenol waste site; and Hawaiian Tuna Packers ammonia release.

D. Training, Exercises, and Activities

Mr. Bruce Schlieman reported on workshops and trainings that were conducted during 1990, and also announced trainings and exercises that have been scheduled for 1991. Among the up-coming trainings are: Chemistry of Hazardous Materials (to be held on Maui during March, 1991); Tactical Considerations for Hazardous Materials Response (also on Maui during April, 1991); Uniform Fire Code Workshop (1 session per county during May, 1991); and on Kauai, a U.S. EPA Tabletop Emergency Response Exercise is scheduled for May, 1991. In addition, the Department of Health is working with Kapiolani Community College on the feasibility of producing 8-hour Hazardous Materials awareness training videotapes.

E. Funding and Legislation

Dr. Anderson provided an update on Hawaii's Environmental Response Law. Dr. Anderson reported that the Response Law's revolving fund was encountering cost recovery problems. These problems stem from midnight dumping, and non-solvent responsible parties. Therefore, the state needs to identify other funding sources to supply the revolving fund so emergency public health and environmental hazards can be cleaned up and disposed of promptly. Dr. Anderson stated that \$500K will be requested from the 1991 legislative session for the next two years (\$250K per year). Dr. Anderson also reported that the Hawaii Environmental Response Law regulations are currently being revised, and that hopefully by the end of the 1991 legislative session draft rules will have been finalized.

IV. REGIONAL PLANS AND RESPONSE TEAM UP-DATES BY THE U.S. COAST GUARD

A. Current Activities of the Oceania Regional Response Team
Lt. Eric Mosher provided an overview of the Oceanic Regional Response Team meeting that was held in Honolulu on December 17, and 18, 1990. The primary topic that was covered at the meeting was the Oil Pollution Act of 1990 (OPA). For the purposes of the HSERC meeting, Lt. Mosher focused on the role of State participation with regard to the OPA. Lt. Mosher stated that the OPA Liability Trust Fund has one billion dollars to cover cleanup costs and damages not compensated for by the spiller, and would include natural resource and economic damages. Payments of up to \$500 million per spill could be incurred by trustees for assessing damages to natural resources and in developing and implementing

restoration, rehabilitation, replacement and acquisition plans. One million has been allocated to the U.S. Coast Guard's 14th District (which includes Hawaii). There are research and development funds (\$600K) available to through the OPA for oil spill studies. Lt. Mosher also reviewed the concept of the Area Response Committee (ARC), which will be comprised of federal, state, and local agency representatives. The ARC is tasked with developing an Area Contingency Plan, which should be adequate to remove a worst case discharge, and to mitigate or prevent a substantial threat of such a discharge from a vessel, offshore facility, or onshore facility.

Lt. Larry Hewett provided background information on the National Regional Response Team (NRRT). Lt. Hewett stated that the NRRT reviews LEPC plans, and keeps informed on the latest technological means of managing oil spills. Lt. Hewett recommended that the State agencies monitor the draft regulations for the OPA, and determine how the new law will affect the authorities, responsibilities, and resources of the various agencies. Lt. Hewett also stated that two work groups had been formed to identify preliminary constituents and responsibilities for developing an Area Contingency Plan (ACP) for Hawaii. One group will study the feasibility of using in-situ burning, bioremediation, and the use of dispersants on ocean oil spills. The other group will identify sensitive areas for the ACP.

V. REVIEW OF THE STAR CONNECTICUT INCIDENT

A. Star Connecticut Incident

Captain Richard C. Vlaun, U.S. Coast Guard, Federal On-scene Coordinator for the State of Hawaii, provided a chronological review of the Star Connecticut incident off Barbers Point. Captain Vlaun stated that the weather and sea conditions were calm on the day of the Star Connecticut grounding. When the Star Connecticut went aground, a six inch hole was opened up in the bow. Water flowed in, until the water column was about thirty feet in the tanker compartment. The large volume of water weighed the tanker down on the reef, and large water pumps had to be flown out by the Department of Defense, in order to pump the water out. On the high tide, the vessel was removed from the reef, and the hole in the bow was repaired. Luckily, no oil was lost from the Star Connecticut. Captain Vlaun then provided some information on programs to mitigate the possibility of marine oil spills from occurring in Hawaiian waters, which included the following: defined weather and sea criteria that would allow for the safe loading or off-loading procedures; pre-planned emergency action procedures; requirement for tug assistance for incoming and outgoing tankers; federal pilotage during docking and casting-off procedures; traffic system controller for marine navigation from Diamond Head to Barbers Point; identifying tanker routes; and installing more aids to navigation. Captain Vlaun stated that improvements were underway at PRI's Single Point Mooring, such as; the installation of quick release couplings, and the new requirement of maintaining a bridge

watch during the loading and off-loading procedure.

B. Mitigation measures for PRI's Single Point Mooring
Mr. F. David Hoffman, Vice President of Petroleum Operations for PRI, provided a presentation on PRI's Single Point Mooring (SPM) operations off Barbers Point. Mr. Hoffman began by stating that the SPM is safe and efficient, and is a proven state of the art technology for docking tankers. Mr. Hoffman said the Exxon Houston and the Star Connecticut incidents were caused by human error. The Exxon Houston broke away from the SPM after a tethering chain broke, and the Star Connecticut Captain had called at the SPM 7 other times without an incident. Mr. Hoffman stated that 85% of oil spills are caused by human error. Mitigation measures to be implemented at the SPM include: live bridge watch during loading and off-loading operations; a bow look-out; a tug astern and a stand-by tug available; tanker engines to remain on immediate stand-by, and the requirement to have the Master aboard the tanker when it is within the three mile limit. In addition, the Clean Islands Council, a petroleum consortium of which PRI is a member, has purchased additional oil spill response equipment, including a boat and a barge. According to Mr. Hoffman, the SPM receives 100 ships per year, of which 40 are product tankers like the Star Connecticut. Mr. Hoffman stated that the product tankers could be off-loaded at the Deep Draft Harbor, and that PRI has invested in a \$10 million dollar pipeline to the Deep Draft Harbor.

VI. OPEN SESSION

A. Announcements

EPA Chemical Preparedness and Prevention Office is coordinating the Peer Exchange Program for LEPC members. This allows LEPCs to exchange personnel. For more information, call Sarith Guerra at (202)962-3649, or; Kathy Jones at (202)475-8353.

B. Discussion

Dr. Anderson then opened the meeting up to comments and discourse. Mr. Price, Vice Adjutant General for the Hawaii State Civil Defense, stated that the HSERC was not operating like a commission, and that there were no administrative rules to follow. Mr. Price also wanted to have meetings scheduled more regularly, and more frequently. Mr. Price suggested that the HSERC meet quarterly. Mr. Harry Kim, Chairman of the Hawaii LEPC, also commented on the lack of administrative procedures during the HSERC meetings. Mr. Kim also wanted to know who sets the agendas and the priorities for the HSERC meetings. Mr. Kim suggested that a stenographer should be hired to take down the minutes of the HSERC meetings. Mr. Kim thought the HSERC meetings were not following SARA Title III requirements, and that the HSERC meetings should be limited to SARA Title III business. Mr. George Kekuna, Chairman of the Oahu LEPC, wanted to know who was on the HSERC. Mr. Price and Mr. Kim requested the development of administrative rules for HSERC

meetings, and Mr. Kim requested an HSERC meeting to establish LEPC and HSERC responsibilities with regard to SARA Title III requirements. Dr. Anderson then stated that at the next HSERC meeting, the respective responsibilities of the LEPC and the HSERC would be discussed, and that the agenda would be coordinated with the LEPCs. Dr. Anderson reiterated that the HSERC meetings were, by law, open to the public. Mr. Kim suggested that an HSERC executive committee be formed to develop administrative procedures, and to identify the responsibilities of the LEPCs and the HSERC as required under SARA Title III.

Mr. Price then made a motion to adjourn the meeting at 4:35 pm, and it was seconded.

JOHN WAIHEE
GOVERNOR OF HAWAII



JOHN C. LEWIN, M.D.
DIRECTOR OF HEALTH

STATE OF HAWAII
DEPARTMENT OF HEALTH

P. O. BOX 3378
HONOLULU, HAWAII 96801

In reply, please refer to:
HEER OFFICE

HSERCM7.MIN-RG3

MEETING SUMMARY
HAWAII STATE EMERGENCY RESPONSE COMMISSION
MEETING #7
BOARD ROOM, 3RD FLOOR
STATE DEPARTMENT OF HEALTH
MONDAY, JANUARY 14, 1991 2:00 P.M.

HSERC Commission Members and Representatives:

Dr. John C. Lewin, Chairman, HSERC, DOH
Bruce Anderson, PhD., Vice Chairman, HSERC, DOH
Roy Price for Adjutant General Alexis Lum, DOD
Gerald Kinro for Yukio Kitagawa, DOA
Thomas Batey for Major Brigadier General Edward V. Richardson, DOD
Jennifer Shishido for Mario R. Ramil, DLIR
William W. Paty, DLNR
Murry Towill, DBED
Ronald Hirano for Edward Y. Hirata, DOT
Harlan Hashimoto for Jerrold M. Michael, UH School of Public Health
Jiggie Hommon, American Red Cross
Chief Lomosad for Clifford Ikeda, Kauai LEPC Co-chairman
Sel Menor, Maui LEPC Co-chairman
George Kekuna, Oahu LEPC Chairman
Harry Kim, Hawaii LEPC Chairman

Other Attendees:

Captain Richard C. Vlaun, USCG
LCDR Gregory Jones, USCG
LT Eric Mosher, USCG
LTJ6 Larry Hewett, USCG
Joe Reed, Oahu Civil Defense
MG Alexis Lum, TAG
Maurice Kaya, DBED
Nell Cammack, OMPO
Captain Heddaeus, PRI
W. Aldenderfer, PRI
Peter Freeman, PRI
Susan Kushoki, PRI
F. David Hoffman, VP Petroleum Operations, PRI

Chief Ron Davis, Maui County Fire Dept.
John Bowen, University of Hawaii
Cpt. Carter Davis, HFD
Cpt. Michael Brede Sr., HPD
Cpt. Edward Lingo, HPD
Rusty Nall, PENCO
Paul Young, State Fire Council
Ralph Moore, State DOT
Tom Batey, State Civil Defense
Harding Fragas, Jr., Hawaii County Fire Dept.
Kenneth Thong, C&C of Honolulu Transportation
Stafford Kiguchi, PRI
Gerald Kinro, DOA
Dave Lyman, Hawaii Pilots Association
Chi-pin Chang, DLNR
Dave Tunison, PRI
Robert Crowell, DOT Harbors
Michael Choy, Hawaiian Electric Co.
Bill Bonnet, Hawaiian Electric Co.
Donald P. Astrab, Honolulu Board of Water Supply
Sandra A. Simms, C&C of Honolulu Corporation Counsel's Office
Alex Ho, C&C of Honolulu Public Works
Mary Foote, Brewer Environmental Industries, Inc.
Mark Ingoglia, DOH\HEER
Philip Moravcik, DOH\HEER
Bruce Schlieman, DOH\HEER

I. OPENING REMARKS

HSERC Vice-chairman Dr. Anderson called the meeting to order, and outlined the agenda. Primary topics on the agenda included: State of Hawaii Chemical and Oil Emergency Preparedness Program; Regional Plans and Response Team Up-dates by the U.S. Coast Guard; Review of the Star Connecticut Incident; and finally, an open session for comments and discussion.

II. WELCOME TO NEW HSERC MEMBERS

Dr. Bruce Anderson welcomed new HSERC members for attending the meeting. The Vice-chairman then introduced a 15 minute video tape on Emergency Planning and Community Right-to-know.

III. STATE OF HAWAII'S CHEMICAL AND OIL EMERGENCY PREPAREDNESS PROGRAM

A. SARA Title III Progress

Mr. Mark Ingoglia reported that of 267 facility reports that have been received by the DOH/HEER Office, 200 letters were sent out for corrections. Of these 200 letters, only 50% have been appropriately

corrected. During the end of January, the HEER Office will send out a reminder letter to facilities for submitting 1990 SARA Title III data by March 1, 1991. Kauai Title III facility data has been filed with the state on electronic media. All counties are conducting hazard analyses, and no estimate on a completion date is currently available.

Draft state and county plans are in place, and a Title III Data Management Plan utilizing CAMEO software has been established. The state has received a \$70,000 Title III Data Management Grant from U.S. EPA Headquarters for Community Right-to-know data access.

B. Local Emergency Planning Committees (LEPCs)

HLEPC: Mr. Harry Kim stated that the Big Island was not in compliance with SARA Title III. Furthermore, additional training and legislation are required to provide more resources for first responders. Mr. Kim also wanted to have the roles of the LEPCs and the HSERC defined.

KLEPC: Chief Lomosad reported that the Kauai LEPC should have a workable Emergency Response Plan by May of 1991. Chief Lomosad stated that 20 first responders have been trained to level A capability, and that at least one more should be trained in order to have three teams of 7 people each. Thus, each of the three teams could work an 8-hour shift so they could respond 24-hours a day. Chief Lomosad also indicated that a few more first responders should be trained for back-up, and that state funds would be sought for an emergency response vehicle.

OLEPC: Mr. George Kekuna stated the OLEPC goals for '91, and they include: site visits to 33 facilities, implement the IBM version of CAMEO, and meet in the near future for an LEPC up-date. Longer term goals were to increase education programs on hazardous materials handling, disposal, etc. Mr. Kekuna also stated that the LEPC wanted to emphasize public education and awareness programs on hazardous materials in the community. Comments offered were: OLEPC is not getting copies (CC'ed) on letters that cite their requests. Mr. Kekuna also requested the SERC to inform them about new SARA III rules. The question on how to dispose of explosive materials in the future was also raised. OLEPC also wanted to know the procedures for responding to spills clarified; such as the relationship between HFD Hazmat 1 and the DOH/HEER Office.

MLEPC: Mr. Sel Menor reported that a county Hazmat Officer has been hired, and is currently being trained. The Hazmat Officer will be working on the Maui County emergency response plan. The fire department has 8 people trained as first responders with slots available for 18 more. Mr. Menor stated that more training and resources for response personnel are required.

C. Spills Up-date

Mr. Philip Moravcik stated that the DOH/HEER Office has received 311 spill notifications during 1990, and that this represents a 100% increase from those received during 1989. Of the 311 spill notifications, 58% (182) were petroleum, and of these 54% (98) were ocean based spills. The majority of notifications originated from Oahu, which totaled 260. The Big Island had 17 notifications, Kauai and Maui each had 12, Lanai had 1, and Molokai had none. There were also 17 open ocean spill notifications.

Mr. Moravcik then provided a brief report on major spills and response cleanup operations, which included the following sites: Hilo copper, chromium, arsenate spill; Pearl City jet fuel pipeline leak; Maili oil barrel waste sites; Poamoho explosive waste detonation; Kawaihae Pioneer Lumber pentachlorophenol waste site; and Hawaiian Tuna Packers ammonia release.

D. Training, Exercises, and Activities

Mr. Bruce Schlieman reported on workshops and trainings that were conducted during 1990, and also announced trainings and exercises that have been scheduled for 1991. Among the up-coming trainings are: Chemistry of Hazardous Materials (to be held on Maui during March, 1991); Tactical Considerations for Hazardous Materials Response (also on Maui during April, 1991); Uniform Fire Code Workshop (1 session per county during May, 1991); and on Kauai, a U.S. EPA Tabletop Emergency Response Exercise is scheduled for May, 1991. In addition, the Department of Health is working with Kapiolani Community College on the feasibility of producing 8-hour Hazardous Materials awareness training videotapes.

E. Funding and Legislation

Dr. Anderson provided an update on Hawaii's Environmental Response Law. Dr. Anderson reported that the Response Law's revolving fund was encountering cost recovery problems. These problems stem from midnight dumping, and non-solvent responsible parties. Therefore, the state needs to identify other funding sources to supply the revolving fund so emergency public health and environmental hazards can be cleaned up and disposed of promptly. Dr. Anderson stated that \$500K will be requested from the 1991 legislative session for the next two years (\$250K per year). Dr. Anderson also reported that the Hawaii Environmental Response Law regulations are currently being revised, and that hopefully by the end of the 1991 legislative session draft rules will have been finalized.

IV. REGIONAL PLANS AND RESPONSE TEAM UP-DATES BY THE U.S. COAST GUARD

A. Current Activities of the Oceania Regional Response Team

Lt. Eric Mosher provided an overview of the Oceanic Regional Response Team meeting that was held in Honolulu on December 17, and 18, 1990. The primary topic that was covered at the meeting was the Oil Pollution Act of 1990 (OPA). For the purposes of the HSERC meeting, Lt. Mosher focused on the role of State participation with regard to the OPA. Lt. Mosher stated that the OPA Liability Trust Fund has one billion dollars to cover cleanup costs and damages not compensated for by the spiller, and would include natural resource and economic damages. Payments of up to \$500 million per spill could be incurred by trustees for assessing damages to natural resources and in developing and implementing restoration, rehabilitation, replacement and acquisition plans. One million has been allocated to the U.S. Coast Guard's 14th District (which includes Hawaii). There are research and development funds (\$600K) available to through the OPA for oil spill studies. Lt. Mosher also reviewed the concept of the Area Response Committee (ARC), which will be comprised of federal, state, and local agency representatives. The ARC is tasked with developing an Area Contingency Plan, which should be adequate to remove a worst case discharge, and to mitigate or prevent a substantial threat of such a discharge from a vessel, offshore facility, or onshore facility.

Lt. Larry Hewett provided background information on the National Regional Response Team (NRRT). Lt. Hewett stated that the NRRT reviews LEPC plans, and keeps informed on the latest technological means of managing oil spills. Lt. Hewett recommended that the State agencies monitor the draft regulations for the OPA, and determine how the new law will affect the authorities, responsibilities, and resources of the various agencies. Lt. Hewett also stated that two work groups had been formed to identify preliminary constituents and responsibilities for developing an Area Contingency Plan (ACP) for Hawaii. One group will study the feasibility of using in-situ burning, bioremediation, and the use of dispersants on ocean oil spills. The other group will identify sensitive areas for the ACP.

V. REVIEW OF THE STAR CONNECTICUT INCIDENT

A. Star Connecticut Incident

Captain Richard C. Vlaun, U.S. Coast Guard, Federal On-scene Coordinator for the State of Hawaii, provided a chronological review of the Star Connecticut incident off Barbers Point. Captain Vlaun stated that the weather and sea conditions were calm on the day of the Star Connecticut grounding. When the Star Connecticut went aground, a six inch hole was opened up in the bow. Water flowed in, until the water column was about thirty feet in the tanker compartment. The large volume of water weighed the tanker down on the reef, and large water pumps had to be flown out by the Department of Defense, in order to pump the water out. On the high tide, the vessel was removed from the reef, and the hole in the bow was repaired. Luckily, no oil was lost from the Star Connecticut. Captain Vlaun then provided some information on programs to mitigate the possibility of marine oil spills from occurring in Hawaiian waters, which included the following: defined weather and sea criteria that would allow for the safe loading or off-loading procedures; pre-planned emergency action procedures; requirement for tug assistance for incoming and outgoing tankers; federal pilotage during docking and casting-off procedures; traffic system controller for marine navigation from Diamond Head to Barbers Point; identifying tanker routes; and installing more aids to navigation. Captain Vlaun stated that improvements were underway at PRI's Single Point Mooring, such as; the installation of quick release couplings, and the new requirement of maintaining a bridge watch during the loading and off-loading procedure.

B. Mitigation measures for PRI's Single Point Mooring

Mr. F. David Hoffman, Vice President of Petroleum Operations for PRI, provided a presentation on PRI's Single Point Mooring (SPM) operations off Barbers Point. Mr. Hoffman began by stating that the SPM is safe and efficient, and is a proven state of the art technology for docking tankers. Mr. Hoffman said the Exxon Houston and the Star Connecticut incidents were caused by human error. The Exxon Houston broke away from the SPM after a tethering chain broke, and the Star Connecticut Captain had called at the SPM 7 other times without an incident. Mr. Hoffman stated that 85% of oil spills are caused by human error. Mitigation measures to be implemented at the SPM include: live bridge watch during loading and off-loading operations; a bow look-out; a tug astern and a stand-by tug available; tanker engines to remain on immediate stand-by, and the requirement to have the Master aboard the tanker when it is within the three mile limit. In addition, the Clean Islands Council, a petroleum consortium of which PRI is a member, has purchased additional oil spill response equipment, including a boat and a barge. According to Mr. Hoffman, the SPM receives 100 ships per year, of which 40 are product tankers like the Star Connecticut. Mr. Hoffman stated that the product tankers could be off-loaded at the Deep Draft Harbor, and that PRI has invested in a \$10 million dollar pipeline to the Deep Draft Harbor.

VI. OPEN SESSION

A. Announcements

EPA Chemical Preparedness and Prevention Office is coordinating the Peer Exchange Program for LEPC members. This allows LEPCs to exchange personnel. For more information, call Sarith Guerra at (202)962-3649, or; Kathy Jones at (202)475-8353.

B. Discussion

Dr. Anderson then opened the meeting up to comments and discourse. Mr. Price, Vice Adjutant General for the Hawaii State Civil Defense, stated that the HSERC was not operating like a commission, and that

there were no administrative rules to follow. Mr. Price also wanted to have meetings scheduled more regularly, and more frequently. Mr. Price suggested that the HSERC meet quarterly. Mr. Harry Kim, Chairman of the Hawaii LEPC, also commented on the lack of administrative procedures during the HSERC meetings. Mr. Kim also wanted to know who sets the agendas and the priorities for the HSERC meetings. Mr. Kim suggested that a stenographer should be hired to take down the minutes of the HSERC meetings. Mr. Kim thought the HSERC meetings were not following SARA Title III requirements, and that the HSERC meetings should be limited to SARA Title III business. Mr. George Kekuna, Chairman of the Oahu LEPC, wanted to know who was on the HSERC. Mr. Price and Mr. Kim requested the development of administrative rules for HSERC meetings, and Mr. Kim requested an HSERC meeting to establish LEPC and HSERC responsibilities with regard to SARA Title III requirements. Dr. Anderson then stated that at the next HSERC meeting, the respective responsibilities of the LEPC and the HSERC would be discussed, and that the agenda would be coordinated with the LEPCs. Dr. Anderson reiterated that the HSERC meetings were, by law, open to the public. Mr. Kim further stated that all requirements of a official commission should indeed be followed. Mr. Kim also suggested that an HSERC executive committee be formed to develop administrative procedures, and to identify the responsibilities of the LEPCs and the HSERC as required under SARA Title III.

Mr. Price then made a motion to adjourn the meeting at 4:35 pm, and it was seconded.

This finalized Meeting Summary is respectfully submitted to the Hawaii State Emergency Response Commission.

Respectfully submitted,


J. MARK INGOGLIA



Civil Defense Agency

920 Ululani St. • Hilo, Hawaii 96720 • (808) 935-0031 • Fax (808) 935-6460

Lorraine R. Inouye
Mayor

doc06910

TO: Rhonda Goyke, DOH, HEER
FROM: Harry Kim, CD Administrator
DATE: November 25, 1991
SUBJECT: Agenda Draft

Comments on Agenda:

The next meeting should be short on agenda topics so as to cover in detail what I consider the most important items.

Recommend the following:

- I. Introduction
- II. Review of HSERC
 - A. Background (public law)
 - B. Requirements (public law)
 - C. Organization, Structure, Rules
 1. Committees
 2. Officers
 3. Meetings
 4. Staffing
 5. Membership
 6. Future meetings
- III. Review of LEPC Responsibilities
- IV. Other Business

dny

HAWAII COUNTY CIVIL DEFENSE AGENCY

920 Ululani Street
Hilo, Hawaii 96720
Telephone: 935-0031 FAX: 935-6460

FACSIMILE COVER SHEET

TO: DOH (HEER)

ATTN: Rhonda Goyke

FAX NO.: ~~1-548-7277~~ 1-586-4370

FROM: J. Kim

DATE: 11-25-91

SUBJECT: Agenda Draft input

Fax consists of 2 pages, including this page. If there are any problems in receiving this fax, please contact Audrey or Dot at 935-0031.

file copy



JOHN WAIHEE
GOVERNOR OF HAWAII

JOHN C. LEWIN, M.D.
DIRECTOR OF HEALTH

STATE OF HAWAII
DEPARTMENT OF HEALTH

P. O. BOX 3378
HONOLULU, HAWAII 96801

January 24, 1992

In reply, please refer to:
HEER OFFICE
HSERCMEMO.8-RG3

MEMORANDUM

To: The Hawaii State Emergency Response Commission
(HSERC) Members

From: John C. Lewin, M.D., Chairman
The Hawaii State Emergency Response Commission

Subject: HSERC MEETING NOTICE

HSERC MEETING NOTICE

This is to invite you to attend the next meeting of the Hawaii State Emergency Response Commission (HSERC) to be held Friday February 21, 1992, 9:00 a.m. to 12:00 p.m.. The meeting will be held at the Department of Health's Kinau Hale Board Room, 1st Floor, 1250 Punchbowl Street.

Topics to be discussed include the implementation of SARA Title III in Hawaii and the operations and functions of the Hawaii State Emergency Response Commission (HSERC). We would like to discuss the functions and operations of the HSERC, the LEPCs, and support agencies, as they currently exist, and develop proposals for future operations. Attached, for your reference, is a copy of a November 24, 1987, letter which clarifies these responsibilities.

We will also be discussing the status of State Implementation, as well as the transfer of statewide hazardous materials training responsibilities from the Department of Health to the State Civil Defense Agency.

Please find enclosed a copy of the meeting agenda, as well as the minutes from the last meeting (#7). If you have any questions, please contact Rhonda Goyke at 586-4353.

HSERC
January 24, 1992
Page 2

Enclosures

1. Copy of November 24, 1987, letter clarifying HSERC and LEPC responsibility
2. Agenda
3. HSERC Meeting Summary January 14, 1991

c: Bruce S. Anderson, Ph.D.

mailed 12/1/87

JOHN WAIHEE
GOVERNOR OF HAWAII



JOHN C. LEWIS, M.D.
DIRECTOR OF HEALTH

STATE OF HAWAII
DEPARTMENT OF HEALTH

COPY

P. O. BOX 3378

HONOLULU, HAWAII 96801

24 November 1987

In reply, please refer to:
File:
mff1187

Mayor Frank F. Fasi
City and County of Honolulu
530 South King Street
Honolulu, Hawaii 96813

SUBJECT: Appointment of Members to Local Emergency Planning
Committees and State and Local Government
Cooperation under Title III

Dear Mayor Fasi:

This is to notify you of the appointment of members of the Local Emergency Planning Committee (LEPC) for the City and County of Honolulu and offer guidance on how state and local government can cooperatively implement Title III in the State of Hawaii.

Regarding the appointment of committee members to the Hawaii LEPC, the Hawaii State Emergency Response Commission met on 17 November 1987 and unanimously approved of all the individuals you nominated and the additional organizational representatives the department was able to contact before the meeting date. Enclosed is a list of the members of the committee that have been appointed along with a copy of their personal letter of appointment from the commission chair.

The commission also unanimously moved to empower the chairpersons of the LEPCs to appoint additional members to their respective committees. In turn, the committee chairs need only notify the commission of additional appointments.

Regarding chairmanship of the committees, the commission recommended that the committees elect top county government executives (as indicated in your original nominations) to ensure the effective completion of LEPC duties and responsibilities.

With the establishment of the committees, we offer the following guidance to help clarify roles of the state commission and the county and committees. This guidance was originally developed to respond to concerns raised by county civil defense administrators to Department of Health (DOH) staff regarding what agencies should provide staff services to the LEPCs. We have expanded this guidance to serve as an initial proposal on how Hawaii State and county government can work together on the implementation of Title III in Hawaii.

To clarify state and local roles under Title III, it is helpful to review the law. A copy of the law is provided to you for review.

Under the law, definition and specificity of state and local roles varies greatly. When unclear, our interpretation of Title III presumes that when the state or the state emergency response commission has a duty it is the primary responsibility of the state and state resources to ensure the task is completed.

When a task is directed to local, district, municipality or other types of "local" government or local emergency planning committees our interpretation is that the local, or in Hawaii, county government and resources have the primary duty to ensure that the task is completed.

This interpretation is based on the observation that in general under Title III, the state initiates activities and plays a coordinating and reviewing role while local (i.e. county) government accommodates planning and first responder needs. This interpretation appears consistent with the actions other state and local governments are taking to implement Title III.

The issue of clarifying responsibilities of the commission and LEPCs under Title III was raised by a reviewer of the draft federal regulations under Title III (Federal Register Vol 52 No. 77 page 13382, April 22, 1987).

EPA responded as quoted below:

One commenter believes that EPA should explain fully its expectations as to the responsibilities of the State emergency response commissions and local emergency planning committees. In response to this comment, EPA notes that Title III implementation is primarily a State and local responsibility. EPA does not intend to oversee the operation of individual commissions and committees. With respect to State responsibilities under Title III, EPA recommends that States review the appropriate sections of Title III when establishing their State emergency response commissions and local emergency planning committees and laying out the commission and committee responsibilities regarding planning and public availability. The Agency recommends that the State emergency response commission be as broad-based as possible, including key State agencies such as environmental protection, emergency management, health, occupational safety and health, labor and transportation, as well as other public and private sector representation as the State deems appropriate. EPA's Regional Offices are available to assist States in establishing and implementing the planning structure described in Section 301.

Since the state plays the initiator, coordinating and reviewing role in this effort, it is appropriate that we "lay out" responsibilities, as recommended by EPA. According to EPA Region IX, no other state has attempted to formally delineate and coordinate these tasks; thus, we have little to refer to other than the law itself.

To define state versus local roles in Title III we will breakdown their tasks according to their appearance in the law as cited below:

STATE AND LOCAL ROLES UNDER TITLE III

<u>SECTION OF LAW</u>	<u>RESPONSIBILITY</u>
Sec 301 (a) Establish State Commission	State
Appoint local emergency planning committees	State
Establish public request procedures	State
Designate information coordinators	State
(b) Establish Emergency Planning Districts	State
(c) Appoint committees/assure minimum representation	State
Committee to appoint chair person	Local
Establish committee rules	Local
Establish committee procedures for public requests	Local
Designate committee information coordination	Local
Sec 302 (b) (2) Designate and notify additionally covered facilities	State
(d) Notify EPA of covered facilities	State
Sec 303 (a) Complete emergency plan	Local
Annually review emergency plan	Local
(b) Make recommendations on resources required to develop, implement and exercise plan	Local
(e) Review and make recommendations on plan(s)	State
Sec 311 (c) (1) Provide MSDS to persons requesting	Local
Sec 312 (e) Receive tier I & II information	State & Local
Sec 313 (a) Receive toxic chemical release forms	State
(c) (2) Request discretionary facility information	State
(e) Petition for addition or deletion of listed chemicals	State

Title III
24 November 1987
Page 4

In addition to the above cited responsibilities, the following areas of concern should be considered by the commission/state and committees/counties in order to facilitate coordination:

1. Public information and education relating to Title III.
2. Data management of Title III facility reports.
3. Chemical Emergency/Title III Training.
4. Lobbying for additional federal funds to support Hawaii Title III activities.
5. Responding to public requests for Title III data.

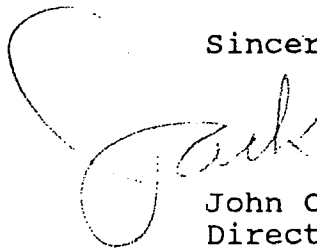
This is not an exhaustive review of all the issues relating to the implementation of Title III in Hawaii but it can serve as a basis for future discussion and review of Title III activities in the State of Hawaii.

The commission discussed the possibility of developing a plan to address coordination of Title III activities in Hawaii. Although no final conclusion or recommendation was developed, it is appropriate that we continue this effort. Thus, I recommend that your LEPC coordinator work with Mr. Mark Ingoglia, State Emergency Response Program Coordinator (548-2076) to continue the effort to coordinate Title III activities in Hawaii.

With efficient use of our resources and, hopefully, some additional support from the federal government we can ensure that Hawaii is in a prepared mode to respond to chemical emergencies.

Your continuing efforts to achieve this goal are greatly appreciated.

Sincerely,



John C. Lewin, M.D.
Director of Health

Enclosures:

1. List of City and County of Honolulu LEPC members
2. Copies of letters to City and County of Honolulu LEPC appointees
3. Copy of Title III

HAWAII STATE EMERGENCY RESPONSE COMMISSION

MEMBER LIST

January 7, 1992

- ✓ John C. Lewin, M.D., Chairman
Hawaii State Emergency Response Commission
Department of Health
P.O. Box 3378
Honolulu, Hawaii 96801
Ph: 586-4410
- ✓ Bruce S. Anderson, Ph.D, Vice Chairman
Hawaii State Emergency Response Commission
Department of Health
P.O. Box 3378
Honolulu, Hawaii 96801
Ph: 586-4424
- ✓ Mr. Yukio Kitagawa, Chairperson
Board of Agriculture
P.O. Box 22159
Honolulu, Hawaii 96822-0159
Ph: 973-9555
Representative: Dr. Po-Yung Lai, Head,
Plant Industry Division
Ph: 973-9401
- ✓ Brigadier General Edward V. Richardson
Department of Defense
3949 Diamond Head Road
Honolulu, Hawaii 96816-4495
Ph: 734-2195
Representatives: Thomas O. Batey, Chief
Ph: 734-2161
- make label*
Mr. Keith Nue, Director
Department of Labor and Industrial Relations
830 Punchbowl Street
Honolulu, Hawaii 96813
Ph: 548-3150
Representative: David M. Komori, Administrative Assistant
Ph: 548-3903

✓ Mr. William W. Paty, Director
Board of Land and Natural Resources
1151 Punchbowl Street, Room 130
Honolulu, Hawaii 96813
Ph: 587-0401

make label
Murray Towill, Director
Department of Business and Economic Development & Tourism
P.O. Box 2359
Honolulu, Hawaii 96804
Ph: 586-2355

new label
Mr. Rex D. Johnson, Director
Department of Transportation
869 Punchbowl Street
Honolulu, Hawaii 96813
Ph: 587-2156
Representative: Ronald Hirano, Deputy Director
Ph: 587-2156

✓ Jerrold M. Michael, Dean
School of Public Health
University of Hawaii
1960 East-West Road
Ph: 956-8066
Representative: Harlan H. Hashimoto
Environmental Science and Engineering
Ph: 956-5741

✓ Ms. Jiggie Hommom, Manager
Hawaii State Chapter
American Red Cross
P.O. Box 3948
Honolulu, Hawaii 96812
Ph: 734-2101

✓ Mr. Brian Choy, Director
Office of Environmental Quality Control
550 Halekauwila Street, Room 301
Honolulu, Hawaii 96813
Ph: 586-4185

✓ Mr. Clifford Ikeda
Kauai LEPC Co-Chairman
4396 Rice Street, Rm 107
Lihue, Hawaii 96766
Phone: 245-4001

HSERC, Member List
January 7, 1992
Page 3

- ✓ Mr. Sel Menor, Co-Chairman
Maui County Civil Defense Agency
200 South High Street
Wailuku, Hawaii 96793
Ph: 243-7285

- ✓ Mr. George Kekuna
Deputy Director Designate
Oahu Civil Defense Agency
650 South King Street
Honolulu, Hawaii 96813
Ph: 523-4121

- ✓ Mr. Harry Kim, Administrator
Hawaii County Civil Defense Agency
920 Ululani Street
Hilo, Hawaii 96720
Ph: 961-8229

Pls revise *mg*

HAWAII STATE EMERGENCY RESPONSE COMMISSION
MEETING #8 1st
Library BOARD ROOM, 3RD FLOOR
STATE DEPARTMENT OF HEALTH
MONDAY, JANUARY 14, 1991 AT 2:00 P.M.

NAME _____ AGENCY _____ PHONE# _____
AL 11/25
determining (mark)
→ airports for attendees + per diem

Al,
This is the package for the next HSERC Meeting. Please revise, include a copy of the Title III LAW, and have Jim Knox delegate the responsibility of this coordination, and oversee the logistics are set. Let Carlos know also.

→ tentative agenda
→ min. of last
→ will call Marilyn for date

Laurin Gillen @ EPA is hold a workshop the day before - I think we still need a room for that.

Room in Ili Kai
cc per Lauren G.

That needs to be set + included in the cover letter + coordinated w/ Gillen - Region IX. Have packet revised, + sent up to Bruce for review by next Wed. Please inform ~~the~~^{Gillen} that Bruce Anderson may not make it to the work shop, I'll cover. Let Carlos + Jim know Bruce Schickman is probably the most familiar w/ HSERC activity.

Thanks!

SARA TITLE III

CURRENT STATUS:
STATE & LOCAL ROLES & RESPONSIBILITIES
WITH WORKLOAD ANALYSIS

<u>PRIORITIZED STATE OR HSERC MANDATORY RESPONSIBILITIES</u>	<u>STATUS</u>	<u>FTE (MINIMUM WORKLOAD)</u>
1. Establish State Commission	Accomplished	0
2. Establish Emergency Planning Districts	Accomplished	0
3. Appoint Local Emergency Planning Committees/Ensure Minimum Representation	Accomplished	0
4. Designate Information Coordinator	Accomplished	0
5. Receive Tier II Information	On Going	8 wks
6. Receive Toxic Chemical Release Forms	On Going	4 wks
7. Supervise & Coordinate LEPC Activities	On Going	3 wks
8. Annual HSERC Meeting	On Going	2 wks
9. Establish Public Request Procedures	Draft Completed	1 wk/final
10. Review and Make Recommendations on Emergency Plans Prepared by the LEPCs	Review Due	3 wks
11. May Designate and Notify Additionally Covered Fac. and Notify EPA of Such Facilities (Sec. 302)	As Needed	TBD
12. May Request Discretionary Fac. Info. (Sec. 312)	As Needed	TBD
13. May Petition EPA for Addition or Deletion of Listed Chemicals	As Needed	TBD
ESTIMATED YEARLY TIME REQUIRED FOR MANDATORY HSERC REQUIREMENTS	21 wks	.55 FTE
<u>OPTIONAL HSERC RESPONSIBILITIES</u>	<u>STATUS</u>	<u>FTE</u>
1. Fully implement Title III Data Management Plan	On Going UH Contract 9/30/92 complete date	4 wks
2. Public Outreach Project (UH \$70,000 contract, integrate into existing Data Management System)	On Going	4 wks
3. Emergency Response Exercises	On Going	2 wks
4. Staff the HSERC	On Going	3 wks
5. Facility coordination & information	To Do	3 wks
6. HSERC meeting every 6 months	To Do	2 wks
ESTIMATED YEARLY TIME REQUIRED FOR OPTIONAL HSERC REQUIREMENTS	18 wks	.45 FTE
TOTAL FTE FOR HSERC	39 wks	1 FTE

<u>MANDATORY LOCAL OR LEPC RESPONSIBILITIES</u>	<u>STATUS</u>	<u>FTE</u>
1. Committee to Appoint Chair		
Oahu	Accomplished	0
Maui	Accomplished	0
Kauai	Accomplished	0
Hawaii	Accomplished	0
2. Initial Emergency Plan		
Oahu	Accomplished	0
Maui	Accomplished	0
Kauai	Accomplished	0
Hawaii	Accomplished	0
3. Receive Tier II Information		
Oahu	Accomplished	1 wk
Maui	Accomplished	1 wk
Kauai	Accomplished	1 wk
Hawaii	Accomplished	1 wk
4. Provide MSDS upon request		
Oahu	On Going	1 wk
Maui	On Going	1 wk
Kauai	On Going	1 wk
Hawaii	On Going	1 wk
5. Annual LEPC meeting		
Oahu	3/11/92	8 hrs
Maui	To Do	2 wks
Kauai	To Do	2 wks
Hawaii	To Do	2 wks
6. Annual Review & Update of Emerg. Plan		
A. General Requirements		
(1) Designate a community emergency coordinator	To Do	1 hr
(2) Revise plan annually	To Do	2 wks
(3) Identify community & facility equip. & person(s) responsible	To Do	1 wk
(4) Emergency release notification procedures	Accomplished	0
(5) Determine methods & procedures to be followed by:		
(a) facility owners & operators	Accomplished On Tier II's	0
(b) local emergency response personnel	Accomplished	0
(c) medical personnel	To Do	?
(6) Training:		State
(a) local emergency response personnel	On Going	.3 FTE
(b) medical personnel	To Do	??
(7) Emerg. exercises, methods & schedules	To Do	1 hr

Total LEPC time required for general emergency planning

Oahu	1 wk to finalize	.03 FTE
Maui	3 wks	.08 FTE
Kauai	3 wks	.08 FTE
Hawaii	3 wks	.08 FTE

B. Hazard Analysis Requirements - Note: This is the actual number of EHS facilities reporting to date (per FD & CD update 2/14/92). Enforcement has not been a priority for any of the counties except Maui.

(1) Identify

(a) Facilities	Accomplished	0
----------------	--------------	---

(b) Routes - (1 hr/EHS facility)

Oahu 236	85 % complete	1 wk
Maui 45	To Do	1 wk
Kauai 75	To Do	2 wks
Hawaii 12	To Do	12 hrs

(c) Additional facilities contributing to risk &/or subject to risk due to proximity (1 hr/fac)

Oahu 236	85 % complete	1 wk
Maui 45	To Do	1 wk
Kauai 75	To Do	2 wks
Hawaii 12	To Do	12 hrs

(2) Designate facility emergency coordinator	Accomplished	On Tier II's
--	--------------	--------------

(3) Determine release detection & area or population likely to be affected (8 hrs/fac.)

Oahu 236 fac	85 % complete	7 wks
Maui 45	To Do (started)	9 wks
Kauai 75	To Do	15 wks
Hawaii 12	To Do	2.5 wks

(4) Evacuation plans (2 hrs/fac)

Oahu 236	85 % complete	1.8 wks
Maui 45	To Do	2.5 wks
Kauai 75	To Do	3.8 wks
Hawaii 12	To Do	.5 wks

Time required for Hazard Analyses (facilities could be required to provide this information to the LEPC)

Oahu	11 wks	.3 FTE
Maui	14 wks	.35 FTE
Kauai	23 wks	.6 FTE
Hawaii	4 wks	.1 FTE

7. Establish Committee Rules

Oahu	To Do	3 wks
Maui	To Do	3 wks
Kauai	To Do	3 wks
Hawaii	To Do	3 wks

8. Establish Procedures for Public Request

Oahu	Draft	8 hrs/final
Maui	To Do	1 wk
Kauai	Accomplished	0
Hawaii	To Do	1 wk

9.	Designate Committee Information Coordinator	Accomplished	0
	Oahu	To Do	1 hr
	Maui	Accomplished	0
	Kauai	To Do	1 hr
	Hawaii		
10.	Make Recommendations on Resources Required to Develop, Implement and Exercise Plan		
	Oahu	To Do	1 wk
	Maui	To Do	1 wk
	Kauai	50 % Complete	.5 wk
	Hawaii	To Do	1 wk

ESTIMATED YEARLY TIME REQUIRED FOR MANDATORY LEPC REQUIREMENTS
(based on 200 dy/yr=FTE)

WITH Hazard Analyses			
Oahu	19 wks		.5 FTE
Maui	26 wks		.65 FTE
Kauai	34 wks		.85 FTE
Hawaii	16 wks		.4 FTE

WITHOUT Hazard Analyses			
Oahu	8 wks		.2 FTE
Maui	12 wks		.3 FTE
Kauai	11 wks		.3 FTE
Hawaii	12 wks		.3 FTE

OPTIONAL LEPC RESPONSIBILITIES

STATUS

FTE

1.	Input Tier II Data according to Title III Data Management Plan		
	Oahu	FD Accomplished	4 wks
	Maui	FD Accomplished	4 wks
	Kauai	CD Accomplished	4 wks
	Hawaii	FD Partial	4 wks
2.	Upgrade computer system to CAMEO 3.0		
	Oahu	FD Accomplished	0
		CD To Do (IBM D-Base4)	2 wks
	Maui	FD Accomplished	0
		CD To Do (No Computer)	2 wks
	Kauai	FD To Do (No Computer)	2 wks
		CD Accomplished	0
	Hawaii	FD To Do	2 wks
		CD To Do	2 wks
3.	Emergency Plan Exercise (emphasis on plan)		
	Oahu	3/4/92	1 wk
	Maui	Partial	2 wks
	Kauai	Partial	2 wks
	Hawaii	Partial	2 wks
4.	LEPC meeting every 6 months		
	Oahu	To Do	2 wks
	Maui	To Do	2 wks
	Kauai	To Do	2 wks
	Hawaii	To Do	2 wks

ESTIMATED YEARLY TIME REQUIRED FOR OPTIONAL LEPC RESPONSIBILITIES

Oahu	10 wks	.25 FTE
Maui	10 wks	.25 FTE
Kauai	10 wks	.25 FTE
Hawaii	12 wks	.3 FTE

STATEWIDE TRAINING - STATE CIVIL DEFENSE	12 wks	.3 FTE
TOTAL LEPC FTE REQUIRED, without Haz. Anal.		
Oahu	18 wks	.45 FTE
Maui	22 wks	.55 FTE
Kauai	21 wks	.55 FTE
Hawaii	24 wks	.6 FTE
TOTAL LEPC FTE REQUIRED, including Haz. Anal.		
Oahu	29 wks	.75 FTE
Maui	36 wks	.9 FTE
Kauai	44 wks	1.1 FTE
Hawaii	28 wks	.7 FTE

SUMMARY

HSERC & LEPC RESPONSIBILITIES, PRIORITIES & WORKLOAD ANALYSIS

1.	HSERC	<u>FTE</u>
	A. Required responsibilities	.55
	B. Optional or additional responsibilities	.45
	TOTAL FTE FOR HSERC RESPONSIBILITIES	1
2.	LEPC	
	A. Required responsibilities, no Haz. Anal.	
	Oahu	.2 FTE
	Maui	.3 FTE
	Kauai	.3 FTE
	Hawaii	.3 FTE
	B. Hazard analysis only	
	Oahu	.3 FTE
	Maui	.35 FTE
	Kauai	.6 FTE
	Hawaii	.1 FTE
	C. Required responsibilities, with Haz. Anal.	
	Oahu	.5 FTE
	Maui	.65 FTE
	Kauai	.85 FTE
	Hawaii	.4 FTE
	D. Optional or additional responsibilities	
	Oahu	.25 FTE
	Maui	.25 FTE
	Kauai	.25 FTE
	Hawaii (both the FD & CD needs CAMEO 3.0)	.3 FTE
	TOTAL FTE FOR LEPC RESPONSIBILITIES without Hazard Analyses	
	Oahu	.45 FTE
	Maui	.55 FTE
	Kauai	.55 FTE
	Hawaii	.6 FTE
	TOTAL FTE FOR LEPC RESPONSIBILITIES with Hazard Analyses	
	Oahu	.75 FTE
	Maui	.9 FTE
	Kauai	1.1 FTE
	Hawaii	.7 FTE

I. OPENING REMARKS

HSERC Chairman, Dr. Lewin, called the meeting to order and outlined the agenda. The primary topic on the agenda was LEPC Update & Status of State Implementation. Dr. Lewin mentioned that other agenda items may need to be deferred until the next meeting, with the exception of one item to be added by Roy Price when the recommendation section of the meeting was reached.

II. LEPC UPDATE & STATUS OF STATE IMPLEMENTATION

A. Background & Overview

Mark Ingoglia reported that this was the first HSERC meeting in over a year. The meeting planned for December was postponed due to scheduling problems and the need to establish a clear agenda. In February, several HSERC members met to discuss the relationship between Title III, the HSERC, the LEPCs, and the lack of resources, in a meeting sponsored by State Civil Defense. As staff to the HSERC, DOH analyzed the information generated in the SCD meeting to determine the status of each County's implementation actions and what resources would be required to fulfill Title III. Mark further stated the need to go back to the basics and determine what is mandated under the law, and what can be done with the limited available resources to comply with the law as much as possible. Mark then introduced his staff, Claire Hong and Rhonda Goyke.

B. Analyses

Rhonda Goyke reported on the roles and responsibilities of the HSERC and the LEPCs as stated in Title III. An updated status report was presented for both the HSERC and for the LEPCs by county, per Title III requirements. The analysis also included a workload analysis which estimated the amount of time that would be required to comply with each point of the law. The complete analysis and summary sheet are attached.

C. Conclusions & Options

Mark Ingoglia commented that everyone recognizes that one of the big problems when Title III came on line was concurrently complying with Title III while taking over hazmat response at the state and county level. Faced with the competing demands for resources to implement Title III and to develop first responder capabilities, the LEPCs and the HSERC concentrated their efforts on the latter. The LEPCs have been doing a good job as first responders and now the State has four on-scene coordinators and 24 hour standby.

While many of the Title III requirements are being met by the HSERC and the LEPCs, additional planning work needs to be done. There was general agreement that the HSERC should meet more frequently. Mark presented staff recommendations that the HSERC consider meeting twice a year. The HSERC staff also recommended that the HSERC request the annual plans from the LEPCs.

Mark noted that Rhonda's presentation was designed to address the LEPCs' past

REPORT ON EPCRA TITLE III ENFORCEMENT WORKSHOP

On December 3, 1991 EPA Region 9 held a workshop on EPCRA enforcement for State and Local Inspectors and Public Officials. The workshop was the first of its kind and was attended by 53 state and local government employees as well as public officials.

The basic message of the seminar was that EPA is taking enforcement seriously. EPA believes in a 3 step process:

1. Identify facilities potentially subject to Title III;
2. Informing those facilities of their legal requirements;
and
3. Enforcing those requirements.

EPA strongly feels that the first two steps have been completed and have initiated the 3rd step, enforcement.

They explained that Section 325 of EPCRA authorizes the federal government to bring administrative and civil or criminal judicial actions against violators. In many circumstances violators are discovered and documented by state and local personnel. Consequently, enforcement requires a cooperative effort and shared responsibility among federal, state and local agencies.

EPA's major aim was to increase awareness of what constitutes EPCRA violators and to provide tools to identify, document and refer those violators. They provided all participants with a seminar handbook that is a really great EPCRA reference. If anyone would like to copy all or part of the manual give me a call.

JOHN WAIHEE
GOVERNOR OF HAWAII



JOHN C. LEWIN, M.D.
DIRECTOR OF HEALTH

STATE OF HAWAII
DEPARTMENT OF HEALTH

P. O. BOX 3378
HONOLULU, HAWAII 96801

In reply, please refer to:
HEER OFFICE
HSERCAG8-RG3

HAWAII STATE EMERGENCY RESPONSE COMMISSION (HSERC)

Meeting #8

Friday February 21, 1992

9:00 a.m. - 12:00 pm

Department of Health's
Kinau Hale Board Room, 1st Floor

1250 Punchbowl Street

AGENDA

1. Introductions
2. LEPC Update and Status of State Implementation
3. Report on Transfer of Statewide Hazardous Materials Training Responsibilities from Department of Health to State Civil Defense Agency
4. Report on Title III Enforcement Workshop
5. Announcements
6. Other Business



JOHN WAIHEE
GOVERNOR OF HAWAII

JOHN C. LEWIN, M.D.
DIRECTOR OF HEALTH

STATE OF HAWAII
DEPARTMENT OF HEALTH

P. O. BOX 3378
HONOLULU, HAWAII 96801

In reply, please refer to:

FIVE WATERFRONT PLAZA, SUITE 250
500 ALA MOANA BOULEVARD
HONOLULU, HI 96813
FAX # (808) 586-4370

FACSIMILE REQUEST AND COVER SHEET
(Use Black or Blue Ink Only)

DATE: 1/17/92 No. of pages (Incl. cover sheet): _____

TO: ROY PRICE ATTN: DON GRANSBACK

Office/Phone/Mail Stop: S.C.D 737-4150

FROM: RHONDA GOYKE for
MARK INGOGLIA

Office/Phone/Mail Stop: HEER 586-4353

SUBJECT/MESSAGE: DON - THE ATTACHED LETTER IS CURRENTLY
IN BRUCE ANDERSON'S OFFICE FOR SIGNATURE. THE
DATE & TIME MUST BE COORDINATED AROUND THE
LEGISLATIVE CALENDAR BUT THE LOCATION CAN
BE CHANGED. PLEASE CALL ME TO COORDINATE
RHONDA 586-4353.

SIGNATURE OF SENDER: Rhonda Goyke

NOTE: If this transmittal was incomplete or illegible, please call the sender's office.

STATUS OF HAWAII
STATE AND LOCAL ROLES AND RESPONSIBILITIES
UNDER SARA TITLE III

*add
return
FTE*

PRIORITIZED
STATE OR HSERC RESPONSIBILITIES

STATUS

1. Establish State Commission
- 2.3 ~~Establish~~ Appoint Local Emergency Planning Committees ~~districts~~ *ensure representation*
- 2.2 Establish Emergency Planning Districts
4. Review and Make Recommendations on Emergency Plans Prepared by the LEPCs
5. Receive Tier II Information
6. Receive Toxic Chemical Release Forms
7. Designate Information Coordinator
8. Establish Public Request Procedures
9. ~~Appoint Committees, Ensure Minimum Representation~~
10. ^{MAY} Designate and Notify Additionally Covered Facilities (Sec. 302)
11. ^{MAY} Notify EPA of Additional Covered Facilities *(if a)*
12. ^{MAY} Request Discretionary Facility Information (Sec. 312)
13. ^{MAY} Petition for Addition~~al~~ or Deletion of Listed Chemicals

- Accomplished *6*
- Accomplished *0*
- Accomplished *6*
- Review
Due ~~???~~ *3 wks*
- Accomplished *8 wks*
- Accomplished *4 wks*
- ~~????~~ ACCOMPLISHED *0*
- ~~To Do~~ *draft completed 1 wk*
- ~~????~~ *accomplished*
- On Hold
- ~~On Hold~~ *TO BE DETERMINED*
- ~~On Hold~~ *accomplished as needed*
- On Hold

KEEP

delete

*add supervisor & coordinate
LEPC activities*

*also on the
law*

TO DO
 one more page → SEPC & LEPC need to accomplish
 suggest priorities & workload

SEPC TO DO
 review
 plans
 annually

Suggested priorities

= 200 days
FTE

LOCAL OR LEPC RESPONSIBILITIES

STATUS

1.	Committee to Appoint Chair Oahu Maui Kauai Hawaii	Accomplished Accomplished Accomplished Accomplished	<u>6</u>
2.	Establish Committee Rules Oahu Maui Kauai Hawaii	To Do	<u>3 wks</u>
3.	Establish Committee Procedures for Public Request Oahu Maui Kauai Hawaii	To Do	<u>1 wk</u>
4.	Designate Committee Information Coordinator Oahu Maui Kauai Hawaii	To Do	<u>1 m</u>
2.5.	Complete Emergency Plan Oahu Maui Kauai Hawaii	Accomplished Accomplished Accomplished Accomplished	<u>6</u>
3.6.	Annual Review of Emergency Plan ^{& update} Oahu Maui Kauai Hawaii	TO DO ????	<u>8 wks</u>
7.	Make Recommendations on Resources Required to Develop, Implement and Exercise Plan Oahu Maui Kauai Hawaii	To Do	<u>1 wk</u>
7.	Provide MSDS upon request Oahu Maui Kauai Hawaii	To Do	<u>1 wk</u>

8. Receive Tier II Information
 Oahu
 Maui
 Kauai
 Hawaii

Accomplished
 Accomplished
 Accomplished
 Accomplished

FTE

1 WK

15 WKS

TOTAL

~~15 WKS~~ 1/4 FTE

= 10 HRS WK

SERC
TO DO

- 1) Review
 Plans annually 3 WKS
- 2) Final public request
 procedure 1 WK
 mandatory
 2nd meeting

LEPCS

TO DO

- 1) LEPC committee rules 3 WKS
- 2) Procedures for public
 request (COPY) 1 WK
- 3) Info. coordinator 1 M.
- 4) annual plan review
 4 updates 2 months 8 WKS
- 5) make recomms.
 on resources 1 WK

12 WKS

WORK LOAD

OPTIONAL

SEPC

FTE
4 WKS

(with contract should accomplish)

1) Fully implement T-3 data management plan!

ongoing QA/QC of info

2.) Public outreach project (CUT) \$70,000

(need to integrate into existing systems)

3) exercises 2 WKS

4) Facility coordination 2 WKS

* info

5) Site meeting 2x weekly 2 wks

6) ~~stop the SEPC~~ 2 WKS

OPTIONAL

LEPC

1) Input Tier 2 data refer to T-3 data management plan (F.D.) + CLIFFORD 4 WKS

2) Upgrade to 3.0 \$3,000 2 WKS

3) exercises 2 WKS

4) ~~SEPC~~ LEPC one optional 2 wks one mandatory 2 WKS 2 WKS

mandatory + optional lists

DRAFT #2

Phonda,
See my comments,
MJS

CURRENT STATUS
STATE AND LOCAL ROLES AND RESPONSIBILITIES
UNDER SARA TITLE III
& WORKLOAD REQUIREMENTS

PRIORITIZED

<u>STATE OR HSERC RESPONSIBILITIES</u>	<u>STATUS</u>	<u>FTE</u>
1. Establish State Commission	Accomplished	0
2. Establish Emergency Planning Districts	Accomplished	0
3. Appoint Local Emergency Planning Committees/Ensure Minimum Representation	Accomplished	0
4. Receive Tier II Information	Accomplished	8 wks
5. Receive Toxic Chemical Release Forms	Accomplished	4 wks
6. Designate Information Coordinator	Accomplished	0
7. Supervise & Coordinate LEPC Activities → Hold 1 mandatory SERC Mtg/year	On Going } wks ← 2 wks	???
8. Establish Public Request Procedures	Draft Completed	1 wk
9. Review and Make Recommendations on Emergency Plans Prepared by the LEPCs	Review Due	3 wks
10. May Designate and Notify Additionally Covered Facilities and Notify EPA of Such Facilities (Sec. 302)	As Needed	TBD
11. May Request Discretionary Facility Information (Sec. 312)	As Needed	TBD
12. May Petition for Addition or Deletion of Listed Chemicals	As Needed	TBD

MARK EST. TIME.

ESTIMATED YEARLY TIME REQUIRED

16+ wks
add #7

What about optional SERC stuff?

LOCAL OR LEPC RESPONSIBILITIES

STATUS

FTE

		<u>STATUS</u>	<u>FTE</u>
1.	Committee to Appoint Chair		
	Oahu	Accomplished	0
	Maui	Accomplished	0
	Kauai	Accomplished	0
	Hawaii	Accomplished	0
2.	Complete ^{Preliminary} Emergency Plan		
	Oahu	Accomplished	0
	Maui	Accomplished	0
	Kauai	Accomplished	0
	Hawaii	Accomplished	0
3.	Provide MSDS upon request		
	Oahu	Accomplished	1 wk
	Maui	Accomplished	1 wk
	Kauai	Accomplished	1 wk
	Hawaii	Accomplished	1 wk
4.	Annual Review & Update of Emergency Plan w/wo Hazard Anal.		3 wks
	Oahu 348 facilities	To Do	w/wo
	Maui 34 facilities	To Do	93/23
	Kauai 105 facilities	To Do	14/7
	Hawaii 41 facilities	To Do	25/9
		To Do	15/7
5.	Establish Committee Rules		
	Oahu	To Do	3 wks
	Maui	To Do	3 wks
	Kauai	To Do	3 wks
	Hawaii	To Do	3 wks
6.	Establish Committee Procedures for Public Request		
	Oahu	To Do	1 wk
	Maui	To Do	1 wk
	Kauai	To Do	1 wk
	Hawaii	To Do	1 wk
7.	Designate Committee Information Coordinator		
	Oahu	To Do	1 hr
	Maui	To Do	1 hr
	Kauai	To Do	1 hr
	Hawaii	To Do	1 hr
8.	Make Recommendations on Resources Required to Develop, Implement and Exercise Plan		
	Oahu	To Do	1 wk
	Maui	To Do	1 wk
	Kauai	To Do	1 wk
	Hawaii	To Do	1 wk

Limit em. plan.

ongoing em. plan

*to make routine only
FEB mailed out
CHMS 85%
236 need HAZ anal.*

on going

THIS IS ALL FAC.

Other planning require mts

(236 HAZ ANAL. need CHMS part analysis 85% of them)

LEPC required

- 1. 0
- 2. 0
- 3. 1 WK
- 4. 1 WK
- 5. 2 WK

6. ~~1.8 FTE~~ **7 WKS**
 + .3 FTE Training statewide

AAZ-ANUAL
 G.B.

O	135 FTE
M	?
K	.45
H	.09

14 WKS
 ?
 19 WKS
 3 WKS

7. 3 WKS

8.	O	3
	M	3
	K	0
	H	1

OPTIONAL
 O 4wk + 2 + 2 + 2
 M 4 + ? + 2 + 2
 K 4 + ? + 2 + 2
 H 4 + 4 + 2 + 2

9.	O	1M
	M	1M
	K	0
	H	1M

10.	O	1
	M	1
	K	3 days (24 hrs)
	H	1

O	16 WKS
M	16 "
K	15 WKS
H	16 WKS

O
M
K
H

req. w/ H/A

O	30 WKS
M	??
K	35 WKS
H	19 WKS

OPTIONAL

O	10 WKS
M	?
K	?
H	12 WKS

req. w/o H/A

O	14 WKS
M	14
K	15
H	16

9. Receive Tier II Information

Oahu	Accomplished	1 wk
Maui	Accomplished	1 wk
Kauai	Accomplished	1 wk
Hawaii	Accomplished	1 wk

ESTIMATED YEARLY TIME REQUIRED

(based on 200 dy/yr=FTE)

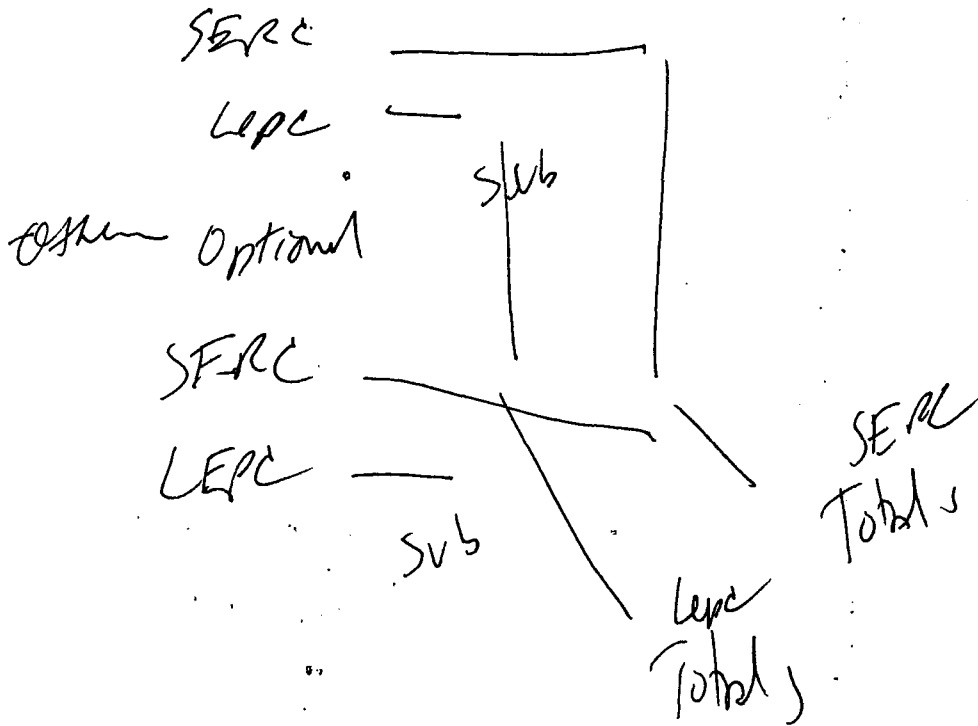
With Hazard Analyses

Oahu	100 wks	2.5 FTE
Maui	21 wks	.5
Kauai	32 wks	.8
Hawaii	22 wks	.6

Without Hazard Analyses

Oahu	30 wks	.75
Maui	14 wks	.35
Kauai	16 wks	.4
Hawaii	14 wks	.35

Need Required



70

3 FTE statement

OAHU

WKS	1 hr
1	1 hr
2	
2	
1	
4	
<hr/>	
7 WKS	

HAZ ANNUAL

WKS
1
6
7
<hr/>
14

MAUI

WKS	1 hr
1	1 hr
2	
2	
1	
4	
<hr/>	
7	

?
?
?
<hr/>
1

KAUAI

WKS	1 hr
1	1 hr
2	
2	
1	
4	
<hr/>	
7	

2
2
15
<hr/>
19

H1

WKS	1 hr
1	1 hr
2	
2	
1	
4	
<hr/>	
7	

12 HRS } 3 DAYS
12 HRS }
2.5 WKS = 12

3 WKS

OPTIONAL HSERC RESPONSIBILITIES

STATUS

FTE

- | | | |
|---|------------------------------|-------|
| 1. Fully implement Title III Data Management Plan | UH Contract
9/30/92 comp. | 4 wks |
| 2. Public Outreach Project (UH \$70,000 contract, integrate into existing Data Management System) | On Going | 4 wks |
| 3. Emergency Response Exercises | On Going | 2 wks |
| 4. Facility coordination & information | To Do | 3 wks |
| 5. HSERC meeting every 6 months | To Do | 2 wks |

needed OPTIONAL Estimated yearly Limx Required For HSERC Requirements 15 WKS

TOTAL HSERC FTE 36 WKS 0.9 FTE

$$WKS \cdot \frac{5 \text{ day}}{WK} \cdot \frac{FTE}{200 \text{ days}} = FTE$$

~~FTE~~ = FTE

= .9

9. Receive Tier II Information

Oahu	Accomplished	1 wk
Maui	Accomplished	1 wk
Kauai	Accomplished	1 wk
Hawaii	Accomplished	1 wk

ESTIMATED YEARLY TIME REQUIRED

Oahu	100? wks
Maui	21? wks
Kauai	32? wks
Hawaii	22? wks

$WKS \cdot \frac{5 \text{ days}}{Wk} \cdot \frac{RTE}{200 \text{ days}}$

$200 \frac{\text{days}}{\text{FTE}}$

$WKS \cdot \frac{5 \text{ days}}{Wk} \cdot \frac{RTE}{200 \text{ days}} = \frac{WKS \cdot RTE}{80}$
 $100 WKS \cdot \frac{5 \text{ days}}{Wk} \cdot \frac{RTE}{200 \text{ days}} = 2.5$
 $21 = 1.5$
 $32 = .8$
 $22 = .6$

$1900 / yr$
 1850

 1572 hrs yr.
 15% error factor

FEB 18 1992

OAHU CIVIL DEFENSE AGENCY

CITY AND COUNTY OF HONOLULU

650 SOUTH KING STREET
HONOLULU, HAWAII 96813
PHONE: 523-4121



FRANK F. FASI
MAYOR

February 13, 1992

Rhonda Goyke
Office of Hazard Evaluation
and Emergency Response
State of Hawaii
Department of Health
P.O. Box 3378
Honolulu, Hawaii 96801

Dear Ms Goyke:

In response to your request on February 11, the following is an Oahu LEPC status report.

1. Completed a revised draft copy of the "City and County of Honolulu Hazardous Material Response Plan", February 1992. We will have a finalized plan by March 1992.
2. The "Oahu LEPC Handling of SARA Title III Data" is an interim guideline for public request of Title III information and will be finalized along with the response Plan (See above).
3. There will be a hazardous material exercise on March 4, 1992, sponsored by the EPA. During this exercise various parts of the response plan will be reviewed and critiqued by members of the EPA's Technical Assistance Team (TAT).
4. The LEPC designated information coordinator is Chris Takeno, Hazardous Materials Officer for the City and County of Honolulu. He maintains all incoming and outgoing LEPC information.
5. We will have a LEPC meeting on March 11, 1992 to discuss the revised hazardous response plan. Each of the four committees within the LEPC will review and comment on the plan. The final review and approval will be by the HSERC.

Rhoda Goyke
February 13, 1992
Page 2

6. The LEPC works as an informal body. There are set agendas for meetings, but in general there are limited rules. We feel that the LEPC should be a vehicle for the cooperative and open relationship between government, industry and academia.

If there are any questions, please contact Chris Takeno at 523-4121 or arrange to visit us at 650 South King Street.

Sincerely,



GEORGE L. KEKUNA
Deputy Director Designate of
Civil Defense
City and County of Honolulu

DR. LEWIN

HAWAII STATE EMERGENCY RESPONSE COMMISSION (HSERC) Meeting #8

Friday February 21, 1992

9:00 a.m. - 10:30 a.m. Formal Meeting
10:30 a.m. - 12:00 p.m. Open Discussion

Department of Health's
Kinau Hale Board Room, 1st Floor

REVISED AGENDA

1. Introductions
10 min **Dr. Lewin** - Welcome & explanation of meeting protocol
 Note: Agenda was expanded but not revised significantly
 Questions & comments will be held until after the status report has
 been presented. Question & comments will be held to 2 minutes.
2. LEPC Update and Status of State Implementation
5 min **Dr. Lewin** introduces Mark Ingoglia
 Mark - background & overview
 introduces Rhonda Goyke
15 min **Rhonda** - Roles & responsibilities, status report &
 workload analysis
10 min **Mark** - Conclusions & Options
3. Questions & Answers Regarding Status Report
25 min **Dr. Lewin** - opens meeting for questions/comments
 introduces Dr. Anderson for recommendations
4. Recommendations & Proposed Actions
25 min **Dr. Anderson** - Recommendations & Facilitates Voting
5. Other Business, as time allows:
 - A. Report on Transfer of Statewide Hazardous Materials Training Responsibilities from Department of Health to State Civil Defense
 - B. Report on Title III Enforcement Workshop
 - C. EPA Affidavits & HSERC Policy Approval
 - D. Sunshine Law & HSERC Mailing List
 - E. Approval of Procedure for Arranging a HSERC meeting

MARK

CONCLUSIONS & OPTIONS

I. HSERC

- A. Response has been top priority. DOH now has four OSCs on board with 24 hour standby.
- B. HSERC requirements are limited. HSERC has met most of the requirements.
- A. Should meet at least every 6 months (has met 8 times since 1986).
- B. Annual review of LEPC plans are past due.

II. LEPC

- A. Response has been top priority & LEPCs are doing well.
- B. Planning requirements could use some attention. Some LEPC chairs seem unclear of what the actual responsibilities are and may be over estimating the required workload to fulfill these requirements.
 - Oahu & Kauai are in good shape.
 - Maui is working on achieving full compliance & has really made progress.
 - Hawaii has had other priorities.
- C. Should be able to fulfill responsibilities (except for hazard analyses) with minimal assistance from the HSERC.

III. Options for LEPC assistance

- A. Short term
 - 1. Externalize hazard analyses. Each facility to do their own.
 - 2. Long term
 - a. State SARA Title III law permitting a fee structure for reporting facilities.
 - b. Hazardous Materials Transportation & Safety Act (HMTSA) - money may be available through DOT for planning and training for emergency response.

DR. ANDERSON

RECOMMENDATIONS

I. HSERC

- A. HSERC to meet twice a year.
- B. Review LEPC plans (Comments on Oahu revise plan due March 4, 1992). Complete within two months of submittal.
- C. HSERC to coordinate efforts to externalize the hazard analyses to the regulated Section 303 facilities.
 - + uniformity of the plans
 - + assist the LEPCs in achieving this much needed information
 - + coordinated for one point
 - + facilities would all receive the information request at the same time

II. LEPC

- A. LEPCs to meet twice a year.
- B. Educate all LEPC members regarding the roles and responsibilities of the committee.
- C. Revise and update plans and submit to the HSERC by May 29, 1992. (Oahu has submitted their 1992 Plan for comments)
- D. Upgrade computer systems to CAMEO 3.0, where necessary.

Oahu	FD	Accomplished
	CD	To Do (IBM D-Base4)
Maui	FD	Accomplished
	CD	To Do (No Computer)
Kauai	FD	To Do (No Computer)
	CD	Accomplished
Hawaii	FD	To Do
	CD	To Do

- E. Externalize hazard analyses, with assistance from the HSERC.

JOHN WAIHEE
GOVERNOR OF HAWAII

SENT
2/14



JOHN C. LEWIN, M.D.
DIRECTOR OF HEALTH

STATE OF HAWAII
DEPARTMENT OF HEALTH

P. O. BOX 3378
HONOLULU, HAWAII 96801

In reply, please refer to:

FIVE WATERFRONT PLAZA, SUITE 250
500 ALA MOANA BOULEVARD
HONOLULU, HI 96813
FAX # (808) 586-4370

FACSIMILE REQUEST AND COVER SHEET
(Use Black or Blue Ink Only)

DATE: 2/14/92 No. of pages (Incl. cover sheet): 4

TO: LAUREN GILLEN

Office/Phone/Mail Stop: ENV. PROT / 415-744-2211

H-1-2 / 09275 FAX 415-744-1796

FROM: RHONDA GOYKE

Office/Phone/Mail Stop: DOH / HEER (808) 586-4277

FAX (808) 586-4370

SUBJECT/MESSAGE: Lauren, Please check our lists
of LEPC + SERC responsibilities. Have we
missed any? Thanks for the review!!

SIGNATURE OF SENDER: Rhonda Goyke

NOTE: If this transmittal was incomplete or illegible, please call the sender's office.

JOHN WAIHEE
GOVERNOR OF HAWAII



JOHN C. LEWIN, M.D.
DIRECTOR OF HEALTH

STATE OF HAWAII
DEPARTMENT OF HEALTH
P. O. BOX 3378
HONOLULU, HAWAII 96801

In reply, please refer to:
HEER OFFICE

HSERCAG8-RG3

HAWAII STATE EMERGENCY RESPONSE COMMISSION (HSERC)

Meeting #8

Friday February 21, 1992

9:00 a.m. - 10:30 a.m. Formal Meeting
10:30 a.m. - 12:00 p.m. Open Discussion

Department of Health's
Kinau Hale Board Room, 1st Floor

1250 Punchbowl Street

REVISED AGENDA

1. Introductions
2. LEPC Update and Status of State Implementation
3. Questions & Answers Regarding Status Update
4. Recommendations & Proposed Actions
5. Other Business, as time allows
 - A. Report on Transfer of Statewide Hazardous Materials Training Responsibilities from Department of Health to State Civil Defense
 - B. Report on Title III Enforcement Workshop
 - C. EPA Affidavits & HSERC Policy Approval
 - D. Sunshine Law & HSERC Mailing List
 - E. Approval of Procedure for Arranging a HSERC Meeting

STATE AND LOCAL ROLES UNDER SARA TITLE III

<u>SECTION OF LAW</u>		<u>RESPONSIBILITY</u>	
Sec 301	(a)	Establish State Commission	State
		Appoint local emergency planning committees	State
		Supervise & coordinate LEPC activities	State
		Establish public request procedures	State
		Designate information coordinator	State
	(b)	Establish Emergency Planning Districts	State
	(c)	Appoint committees/assure minimum representation	State
		Committee to appoint chairperson	Local
		Establish committee rules	Local
		Establish committee procedures for public requests	Local
Designate committee information coordinator		Local	
Sec 302	(b)(2)	Designate and notify additionally covered facilities	State
	(d)	Notify EPA of covered facilities	State
Sec 303	(a)	Complete emergency plan	Local
	(b)	Make recommendations on resources required to develop, implement and exercise plan	Local
	(e)	Review and make recommendations on plan(s)	State
Sec 311	(c)(1)	Provide MSDS upon request	Local
Sec 312	(e)	Receive Tier II information	State & Local
Sec 313	(a)	Receive toxic chemical release forms	State
	(b)(2)	Discretionary application to additional facilities	State
	(e)	Petition for additional or deletion of listed chemicals	State



JOHN WAIHEE
GOVERNOR OF HAWAII

JOHN C. LEWIN, M.D.
DIRECTOR OF HEALTH

STATE OF HAWAII
DEPARTMENT OF HEALTH

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HONOLULU, HAWAII 96801

In reply, please refer to:

FIVE WATERFRONT PLAZA, SUITE 250
500 ALA MOANA BOULEVARD
HONOLULU, HI 96813
FAX # (808) 586-4370

FACSIMILE REQUEST AND COVER SHEET
(Use Black or Blue Ink Only)

DATE: 2/11/92 No. of pages (Incl. cover sheet): 2

TO: GEORGE KERUNA

Office/Phone/Mail stop: LEPL - COORDINATOR OAHU

FROM: RHONDA GOYKE

Office/Phone/Mail stop: DOH/HEER 586-4277

FAX 586-4370

SUBJECT/MESSAGE: IN PREPARATION FOR THE UPCOMING SERC

MEETING, I AM UPDATING LEPL STATUS FOR SARA

IMPLEMENTATION. PLEASE UPDATE THE ATTACHED SHEET TO

REFLECT CURRENT LEPL STATUS. PLEASE RETURN

INFO. TO ME BY THURS. 2/13. THANKS

SIGNATURE OF SENDER: Rhonda Goyke

NOTE: If this transmittal was incomplete or illegible, please call the sender's office.

STATUS OF HAWAII LOCAL RESPONSIBILITIES

UNDER SARA TITLE III

OAHU

<u>LOCAL OR LEPC RESPONSIBILITIES</u>	<u>STATUS</u>
1. Committee to Appoint Chair	Accomplished
2. Establish Committee Rules	To Do
3. Establish Committee Procedures for Public Request	To Do
4. Designate Committee Information Coordinator	To Do
5. Complete Emergency Plan	Accomplished
6. Annual Review of Emergency Plan	????
7. Make Recommendations on Resources Required to Develop, Implement and Exercise Plan	To Do
8. Receive Tier II Information	Accomplished



JOHN WAIHEE
GOVERNOR OF HAWAII

JOHN C. LEWIN, M.D.
DIRECTOR OF HEALTH

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DEPARTMENT OF HEALTH
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HONOLULU, HAWAII 96801

In reply, please refer to:

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HONOLULU, HI 96813
FAX # (808) 586-4370

FACSIMILE REQUEST AND COVER SHEET
(Use Black or Blue Ink Only)

DATE: 2/11/92 No. of pages (Incl. cover sheet): 2

TO: SEL MENOR

Office/Phone/Mail Stop: LEPL, CO-CHAIR MAUI

FROM: RHONDA GOYKE

Office/Phone/Mail Stop: DOH/HEER 586-4277

FAX 586-4370

SUBJECT/MESSAGE: IN PREPARATION FOR THE UPCOMING SERC

MEETING, I AM UPDATING LEPL STATUS FOR SARA

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INFO. TO ME BY THURS. 2/13. THANKS

SIGNATURE OF SENDER: Rhonda Goyke

NOTE: If this transmittal was incomplete or illegible, please call the sender's office.

STATUS OF HAWAII LOCAL RESPONSIBILITIES

UNDER SARA TITLE III

MAUI

<u>LOCAL OR LEPC RESPONSIBILITIES</u>	<u>STATUS</u>
1. Committee to Appoint Chair	Accomplished
2. Establish Committee Rules	To Do
3. Establish Committee Procedures for Public Request	To Do
4. Designate Committee Information Coordinator	To Do
5. Complete Emergency Plan	Accomplished
6. Annual Review of Emergency Plan	????
7. Make Recommendations on Resources Required to Develop, Implement and Exercise Plan	To Do
8. Receive Tier II Information	Accomplished



STATE OF HAWAII
DEPARTMENT OF HEALTH
P. O. BOX 3378
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In reply, please refer to:

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500 ALA MOANA BOULEVARD
HONOLULU, HI 96813
FAX # (808) 586-4370

FACSIMILE REQUEST AND COVER SHEET
(Use Black or Blue Ink Only)

DATE: 2/11/92 No. of pages (Incl. cover sheet): 2

TO: HARRY Kim

Office/Phone/Mail Stop: LEPL - CHAIRMAN HAWAII

FROM: RHONDA GOYKE

Office/Phone/Mail Stop: DOH/HEER 586-4277

FAX 586-4370

SUBJECT/MESSAGE: IN PREPARATION FOR THE UPCOMING SERC

MEETING, I AM UPDATING LEPL STATUS FOR SARA

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REFLECT CURRENT LEPL STATUS. PLEASE RETURN

INFO. TO ME BY THURS. 2/13. THANKS

SIGNATURE OF SENDER: Rhonda Goyke

NOTE: If this transmittal was incomplete or illegible, please call the sender's office.

STATUS OF HAWAII LOCAL RESPONSIBILITIES

UNDER SARA TITLE III

HAWAII

<u>LOCAL OR LEPC RESPONSIBILITIES</u>	<u>STATUS</u>
1. Committee to Appoint Chair	Accomplished
2. Establish Committee Rules	To Do
3. Establish Committee Procedures for Public Request	To Do
4. Designate Committee Information Coordinator	To Do
5. Complete Emergency Plan	Accomplished
6. Annual Review of Emergency Plan	????
7. Make Recommendations on Resources Required to Develop, Implement and Exercise Plan	To Do
8. Receive Tier II Information	Accomplished



JOHN WAIHEE
GOVERNOR OF HAWAII

JOHN C. LEWIN, M.D.
DIRECTOR OF HEALTH

STATE OF HAWAII
DEPARTMENT OF HEALTH
P. O. BOX 3378
HONOLULU, HAWAII 96801

In reply, please refer to:

FIVE WATERFRONT PLAZA, SUITE 250
500 ALA MOANA BOULEVARD
HONOLULU, HI 96813
FAX # (808) 586-4370

FACSIMILE REQUEST AND COVER SHEET
(Use Black or Blue Ink Only)

DATE: 2/11/92 No. of pages (Incl. cover sheet): 2

TO: CLIFFORD IKEDA

Office/Phone/Mail Stop: LEPL - CO-CHAIR KAUAI

FROM: RHONDA GOYKE

Office/Phone/Mail Stop: DOH/HEER 586-4277

FAX 586-4370

SUBJECT/MESSAGE: IN PREPARATION FOR THE UPCOMING SERC

MEETING, I AM UPDATING LEPL STATUS FOR SARA

IMPLEMENTATION. PLEASE UPDATE THE ATTACHED SHEET TO

REFLECT CURRENT LEPL STATUS. PLEASE RETURN

INFO. TO ME BY THURS. 2/13. THANKS

SIGNATURE OF SENDER: Rhonda Goyke

NOTE: If this transmittal was incomplete or illegible, please call the sender's office.

STATUS OF HAWAII LOCAL RESPONSIBILITIES

UNDER SARA TITLE III

KAUAI

<u>LOCAL OR LEPC RESPONSIBILITIES</u>	<u>STATUS</u>
1. Committee to Appoint Chair	Accomplished
2. Establish Committee Rules	To Do
3. Establish Committee Procedures for Public Request	To Do
4. Designate Committee Information Coordinator	To Do
5. Complete Emergency Plan	Accomplished
6. Annual Review of Emergency Plan	????
7. Make Recommendations on Resources Required to Develop, Implement and Exercise Plan	To Do
8. Receive Tier II Information	Accomplished

- > State Civil Defense / 7/92
 - > Small mtg
 - > All LEPCs, BSA, SCD, JMI $\frac{1}{11}$
- RG, CH

SERC: State Emergency Response Commission

RP: wants SERC to meet more frequently
get minutes in > timely fashion

Unusual in that LEPCs are divided by counties, work closely w/ State Civil Defense; LEPCs have used SCD infrastructure as means of communicating & passing information betw. LEPCs / Counties

- BSA:
- 3 yrs ago SERC = created. not a done
 - recognize diff. states have diff. functioning units
 - hard to do more than primary charge;
 - CARE introduced
 - planning & training = on-going; we have a plan.
- transferred to SCD

- JMI:
- He like every other state has had a hard time meeting the mandates of Title III
 - wants to know what the groups high priority items are
 - USCA - pulling out as on-line 1st responders
 - 1) Honolulu Fire Dept
 - 2) Neighbor Islands = pretty good shape
 - got 4th OSC. they're trained; we got _____
(authorization? / some go-ahead)
 - Very optimistic: RHONDA

- BSA:
- we can't do it all
 - Some discussion of what you see as your most pressing need

2/11

- BSA :
- > CAA - will be getting lots of info
 - > unless we have a clear sense of priorities, our program will be budgeted down
 - > we won't be able to do it all.

derelict for outside "response"

Harry Kim :

we have 1st responders, but not all compliance w/ Title III.

- > HI county didn't believe LEPC should be designated to counties
- > worried we'd be stuck w/ ~~the~~ work.
- > Title III requirements = huge LEPCs - have actual staff work - w/ no extra people
- > One designation - 1 state LEPC - w/ each DOT
- > That's what HI wanted @ the time
- > Tried to abide by Title III, but
- > HI county is derelict in meeting most of LEPC's functional responsibilities
- > not to say were overworked, but not underworked
- > CD has taken it; CD took it b/c ~~state~~
 - 1) State Plan says CD responds to all man-made emergencies. ∴ we got stuck.
 - 2) I work for CD
- > CD should only be a member; DOT should be appointed.

We have done & continue to do this.

[C&C Honolulu - has Health Dept.]

- > HI cannot meet responsibilities in Title III
- > HI fire Dept.
 - Oahu has 15 men staff
 - HI doesn't have any special response capabilities; we SECURE

- > after HI occurs an emergency; we're totally dependent on HI State DOT
 - > HI has LEPC members; haven't met in a year; Harry = chair
- BSA:
- > got 24 hr. standby; one single individual is always on standby
 - > SECURING an area is still a problem; there's a potential problem if you're not adequately trained to SECURE.

- Sal Menor:
- > Mayor = Chairperson of LEPC
 - > unofficially, Sal Menor acts as Co-Chair person
 - > Haven't met for quite a while (at least 1 year)
 - > only @ 1st meeting, did half people show
 - > backed fire dept. — Capt. Blackburn = hazmat coordinator

Fire dept. wanted a slot, so we backed creation of job as long as they'd take responsibility.

- > Blackburn has trained ~~rescue team~~ fire dept. to be 1st Responders
- > County CD — acts as co-chair
Receive info. on spills, etc. (but even if it isn't working really well).
- > mostly hazmat coordinator keeps hazmat info. On Moloai & Lanai, Battalion Coordinator = keeps info.
- > large spills — we activate our EOC.

4/11

- George Kekuna :
- > not going into what we did again
 - > Priority - Response = big / primary thing.
 - > Managing Director = Chair of LEPC
Kekuna = Coordinator " "

(but Managing Director has been to one meeting)

- > We're not meeting all of Title 14.
- > We have 1 position (Chemist - planner / hand-holder)
- > January - last time they had response problem; where's HERR

Chief Henry - made it known, he's not comfortable leaving scene w/o C/U starting

- > we have 5 people; sorry your planners can't be responders.
- > whether they're planners or others, everyone shows up bc we're all in EOC.

H.K. : Q: \geq what do you feel about CD responsibilities are?

A: Respond no matter what's up. Police / Fire / ambulance — NOT on same frequency (I think police & ambulance are).

Q: DoH role?

A: Fire - fire = incident commander
Police - cut off traffic
Pub. Wks - if needed, they'd respond
CD - coordinates

JMI:

Hazmat team i.d.s hazard (containment of concern)
DOT will provide tech. support for Hazard Eval

BSA:

- ① Control immediate hazard
DOT may or may not be ~~asked to help evaluate hazard~~
asked to help evaluate hazard!
- ② DOT - jump in @ restoration & recovery

HK:

wie responsible for plan development
Re OSC / 1st responder: Is there any time that
DOT takes over? Do you only assist in
eval. & DOT only takes over @ C/u?

JMI:

- > Should be County / state / fed OSC
that OSC = the single pt. that all coordination
comes from
- > Incident Commander gets help / info from
each OSC
- > Each OSC coordinates needs / resources from each
level of govt.
- > Depending on situation, OSC could be IC.

Emergency phase: Highest Ranking Fire Official
IC & County OSC
DOT
If DOT → there, ~~DOT~~ = state OSC,
but IC = still County

4/11

when IC & DOT OSC all no longer emergency,
then DOT \triangleright IC ← mutual agreement

JMI: when both County Fire/Police & DOT agree, then DOT becomes Incident Commander.

HK: This is good time; I want to clarify our plans.

Price: @ pt. police/fire = gone back, the use of term "IC" = not the same job/definition as a rail/car accident.

"IC" — emergency response.

BSA: "IC" disappears w/ end of emergency; once hazard = under control.

After securing area, lead shifos to State.
"Restoration & Recovery"

HK: Transitional pt (unique to HS)
du = long phase

H1 County "IC" = absolute power
media / police / public works / the offender.

At one moment, Police/Fire = IC,
" another " " " = OSC.

24 hr. response time.

Keluma : > who's Fed OSC? EPA / CA
JM! > DOT will coordinate

JM: > what happens when incident = "federalized"
forming panels of DBCP
need level A entry — enclosed space
level A.

For a level A, ~~the~~ EPA'd bring in their
own commander.

EPA operates that Federal OSC comes on &
keeps Country Fire official as IC.

address
in plan

BSA: Federalized case is in there.

BSA: Pretty safe assumption — EPA won't jump in w/o DOT
asking.

Sal Memor: Clarify what happens w/ big oil spill.

8/11

Keluna:

- > LEPC hasn't met for 1.5 yrs.
- > Not meeting Community Right-to-Know
- > Training = getting off ground.
- > On the record: Keluna will not become an enforcer.

BSA: Will be the bad guy.

JM: Under Title III

- LEPC
- Fire
- SERC

- 3 way reporting

When EPA comes to you, sign affidavit, ~~they're~~ they're going to be wearing the black hat.

SERC = DOT

Keluna: Excellent, talk story

Kawai:

Mayor appoint'd Cliff in charge of Hazmat ⁱⁿ EMA supported.

Sonny = CD: LEPC chair & Acting Hazmat ^{Coordinator} ~~Person~~ & CD Emergency Operations ~~Plan~~ ^{Plans & Operations Officer}

all one person:
 - 7 five days.
 - Responsible for responding to any emergency

- If screamer, Hazmat in Lihue responds (He thinks they're Level A)

Kanai

- Stay in EOC
- Coordinators from there (EOC)
- LEPC = exists; will meet in 2 weeks
He's on as a member, his role = minor.

Kanai Hazmat Coordinator:

- Coordinator later
- CAMEO
- he may have hazmat responsibilities @ his choosing
- option - he'd respond on-scene w/ Fire Dept.

BSA: Only HI doesn't has Hazmat Coordinator

HK: Only Balm = in decent shape. Either Kanai doesn't have an LEPC; or doesn't have an EO Planning & Operations Officer.

BSA: if we could dedicate 1/4 time or less, could existing structure fn. or do you need additional support?

Admin support - set up meetings, review plan

A: Sonny: LEPC doesn't belong w/ ~~CD~~ CCT (only 3 people)

Doesn't accept fact that LEPCs belong w/ CCT.

BSA: Need to rethink who'd be led: ~~CD~~ CD, Fire Dept.

10/11

Keluma: I believe a plan must revolve around my island. Tailor to meet existing organizations.

BSA: Pros & Cons.

Blue shirt
S.C.D.

Does anyone need planner/planning support/
guidance/consistency w/ Title III?

Yes.

Keluma: What are LEPCs suppose to be doing?

Salvo's LEPCs = divided into subcommittees.

Ron Price

▶ Hazard Annex to State Civil Defense Plan

This is a Draft 6 = supplement to Civil Defense.

▶ Difficulty = where to begin or end.

▶ Mayor decided to apply CD → LEPCs.

BSA tell JMI to offer dotl help; gives specifics.
BSA → We need to clearly define our respective roles.

JMI: Not all dismal & negative
manpower shortage

Some states have passed state law; for each reporting
facility, charge them a fee.

JMI: Assistance has always been available.

Don
Grammitt: Functional LEPCs.

HK: - Past 3 yrs, Body - operating w/o a head.

- Agrees w/ JMI - were better on field - training & manpower
response.

- wants total evaluation of the system.

JMI - Can come up w/ bullets - Kansas did it one
way / Illinois did it in a diff. way

HK - Need to have all responsibilities outlined;
briefing; so we need to prioritize.

Only SERC members - "take us to school"

Kawai - If Sonny & Clifford leave, there's no professional staff
on island.

Sal Wever: - Wants DOT to retain all reports
- Handle / field calls
- seeing this as future

Don: Need a system in place to PROTECT life & property
if pm. / weekends, need ability to move people
around. Can we respond properly to it?



JOHN WAIHEE
GOVERNOR OF HAWAII

JOHN C. LEWIN, M.D.
DIRECTOR OF HEALTH

STATE OF HAWAII
DEPARTMENT OF HEALTH
P. O. BOX 3378
HONOLULU, HAWAII 96801

OK for final
RA

In reply, please refer to:
HEER OFFICE

WORKSHOP-RG1

January 15, 1992

To: *Adjutant General* The Honorable ~~Brigadier General~~ Edward V. Richardson
Department of Defense

Clifford Ikeda, Co-Chair
Kauai Local Emergency Planning Committee (LEPC)

Sel Menor, Co-Chair
Maui Local Emergency Planning Committee

George Kekuna, Deputy Director Designate
Oahu Local Emergency Planning Committee

Harry Kim, Chairman
Hawaii Local Emergency Planning Committee

From: John C. Lewin, M.D.
Director of Health

John C. Lewin
GO TO FINAL

Subject: INFORMAL HAWAII STATE EMERGENCY RESPONSE COMMISSION (HSERC)
POLICY AND PROCEDURES MEETING

9:00 a.m. - 12:00 p.m. Friday, February 21, 1992

I would like to invite you to attend a meeting to discuss the implementation of SARA Title III in Hawaii and the operations and functions of the Hawaii State Emergency Response Commission (HSERC). *The meeting will be held at the Department of Health's Kinohiwa Hale Board Room, 1st Floor, 1250 Punchbowl Street.*

~~At the February 21, 1992 meeting,~~ We would like to discuss the functions and operations of the HSERC, the LEPCs, and support agencies, as they currently exist, and develop proposals for future operations. Attached, for your reference, is a copy of a November 24, 1987, letter which clarifies these responsibilities.

We will also be discussing the status of State Implementation, as well as the transfer of statewide hazardous materials training responsibilities from the Department of Health to the State Civil Defense Agency.

Attendees
January 14, 1992
Page 2

Any proposals developed will be submitted to the HSERC for consideration at the next HSERC meeting. Your attendance and active participation is vital to developing sound proposals for the HSERC's consideration.

Please find enclosed a copy of the meeting agenda. If you have any questions, please contact Rhonda Goyke at 586-4353.

Enclosures

1. Copy of November 24, 1987, letter clarifying HSERC and LEPC responsibility
2. Agenda

c: Bruce S. Anderson, Ph.D.

MEETING INFORMATION

Friday February 21, 1992

1:30 p.m. - 4:30 p.m.

1250 Punchbowl

DDEH Boardroom (1st Floor)

AGENDA

1. Introduction
2. LECP Update and Status of State Implementation
3. Report on Transfer of Statewide Hazardous Materials Training Responsibilities from Department of Health to State Civil Defense Agency
4. Announcements
5. Other Business

JOHN WAIHEE
GOVERNOR OF HAWAII



JOHN C. LEWIN, M.D.
DIRECTOR OF HEALTH

STATE OF HAWAII
DEPARTMENT OF HEALTH
P. O. BOX 3378
HONOLULU, HAWAII 96801

January 23, 1992

Marky
extend to all
SERC members, as
discussed,
In reply, please refer to:
HEER OFFICE
WORKSHOP-RG1

To: The Honorable Edward V. Richardson
Adjutant General, Department of Defense

Clifford Ikeda, Co-Chair
Kauai Local Emergency Planning Committee

Sel Menor, Co-Chair
Maui Local Emergency Planning Committee

George Kekuna, Deputy Director Designate
Oahu Local Emergency Planning Committee

Harry Kim, Chairman
Hawaii Local Emergency Planning Committee

From: John C. Lewin, M.D.
Director of Health

Subject: INFORMAL HAWAII STATE EMERGENCY RESPONSE COMMISSION
POLICY AND PROCEDURES MEETING

I would like to invite you to attend a meeting, scheduled for Friday February 21, 1992, 9:00 a.m. to 12:00 p.m., to discuss the implementation of SARA Title III in Hawaii and the operations and functions of the Hawaii State Emergency Response Commission (HSERC). The meeting will be held at the Department of Health's Kinau Hale Board Room, 1st Floor, 1250 Punchbowl Street.

We would like to discuss the functions and operations of the HSERC, the LEPCs, and support agencies as they currently exist, and develop proposals for future operations. Attached, for your reference, is a copy of a November 24, 1987, letter which clarifies these responsibilities.

We will also be discussing the status of State Implementation, as well as the transfer of statewide hazardous materials training responsibilities from the Department of Health to the State Civil Defense Agency.

Attendees
January 23, 1992
Page 2

Any proposals developed will be submitted to the HSERC for consideration at the next HSERC meeting. Your attendance and active participation is vital to developing sound proposals for the HSERC's consideration.

Please find enclosed a copy of the meeting agenda. If you have any questions, please contact Rhonda Goyke at 586-4353.

Enclosures

1. Copy of November 24, 1987, letter clarifying HSERC and LEPC responsibility
2. Agenda

c: Bruce S. Anderson, Ph.D.

MEETING INFORMATION

Friday February 21, 1992

9:00 a.m. - 12:00 p.m.

Department of Health's
Kinau Hale Boardroom (1st Floor)

1250 Punchbowl Street

AGENDA

1. Introduction
2. LECP Update and Status of State Implementation
3. Report on Transfer of Statewide Hazardous Materials Training Responsibilities from Department of Health to State Civil Defense Agency
4. Announcements
5. Other Business

*Bruce's
comments*

WORKSHOP-RG1

December 15, 1991

To: (Please indicate which HSERC members you would like to participate in the workshop, a memo will then be sent to those members only)

Yukio Kitagawa
Board of Agriculture

✓ Brigadier General Edward V. Richardson
Department of Defense

~~Mario R. Ramil~~ *Keith Aue*
Department of Labor and Industrial Relations

William W. Paty
Board of Land and Natural Resources

Murray Towill
Department of Business and Economic Development &
Tourism

Rex D. Johnson
Department of Transportation

Jerrold M. Michael
School of Public Works, University of Hawaii

Jiggie Hommom
American Red Cross

Brian Choy
Office of Environmental Quality Control

✓ Clifford Ikeda
Kauai LEPC

✓ Sel Menor
Maui County Civil Defense Agency

✓ George Kekuna
Oahu Civil Defense Agency

✓ Harry Kim
Hawaii County Civil Defense Agency

From: John C. Lewin, M.D.
Director of Health

Subject: INFORMAL HSERC POLICY AND PROCEDURES ^{meeting} WORKSHOP

I would like to invite you to attend ^{a meeting to discuss the} ~~an informal workshop to~~ ^{implementation of Title II} discuss the operations and functions of the Hawaii State Emergency Response Commission (HSERC). ~~This is not an official HSERC meeting. We will not be discussing policy issues normally discussed at a HSERC meeting. Rather, this is a short "hands on" workshop meant to evaluate internal functions and coordination between the HSERC, LEPCs, and support agencies.~~

At the _____ (date) ^{meeting} workshop, we would like to discuss the functions and operations of the HSERC, the LEPCs, and support agencies, as they currently exist and develop proposals for future operations. We will also be discussing: the status of State Implementation, as well as the transfer of statewide hazardous materials training responsibilities from the Department of Health to the State Civil Defense Agency.

Any proposals developed will be submitted to the HSERC for consideration at the next HSERC meeting which has tentatively been set for _____ (date) _____.

~~This workshop is being kept small to encourage discussion.~~

Therefore, your attendance and active participation is vital to developing sound proposals for the HSERC's consideration.

Please find enclosed a copy of the workshop agenda. If you have any questions, please contact Rhonda Goyke at 586-4353.

c: Bruce S. Anderson, Ph.D.

Enclosures

JOHN WAIHEE
GOVERNOR OF HAWAII



*1/28 to
stars to
mail packets
to LEWS*

JOHN C. LEWIN, M.D.
DIRECTOR OF HEALTH

STATE OF HAWAII
DEPARTMENT OF HEALTH

P. O. BOX 3378
HONOLULU, HAWAII 96801

January 24, 1992

In reply, please refer to:
HEER OFFICE
HSERCMEMO.8-RG3

MEMORANDUM

To: The Hawaii State Emergency Response Commission
(HSERC) Members

From: John C. Lewin, M.D., Chairman
The Hawaii State Emergency Response Commission

Subject: HSERC MEETING NOTICE

HSERC MEETING NOTICE

This is to invite you to attend the next meeting of the Hawaii State Emergency Response Commission (HSERC) to be held Friday February 21, 1992, 9:00 a.m. to 12:00 p.m.. The meeting will be held at the Department of Health's Kinau Hale Board Room, 1st Floor, 1250 Punchbowl Street.

Topics to be discussed include the implementation of SARA Title III in Hawaii and the operations and functions of the Hawaii State Emergency Response Commission (HSERC). We would like to discuss the functions and operations of the HSERC, the LEPCs, and support agencies, as they currently exist, and develop proposals for future operations. Attached, for your reference, is a copy of a November 24, 1987, letter which clarifies these responsibilities.

We will also be discussing the status of State Implementation, as well as the transfer of statewide hazardous materials training responsibilities from the Department of Health to the State Civil Defense Agency.

Please find enclosed a copy of the meeting agenda, as well as the minutes from the last meeting (#7). If you have any questions, please contact Rhonda Goyke at 586-4353.

HSERC
January 24, 1992
Page 2

Enclosures

1. Copy of November 24, 1987, letter clarifying HSERC and LEPC responsibility
2. Agenda
3. HSERC Meeting Summary January 14, 1991

c: Bruce S. Anderson, Ph.D.

HAWAII STATE EMERGENCY RESPONSE COMMISSION (HSERC)

Meeting #8

Friday February 21, 1992

9:00 a.m. - 12:00 pm

Department of Health's
Kinau Hale Board Room, 1st Floor

1250 Punchbowl Street

AGENDA

1. Introductions
2. LECP Update and Status of State Implementation
3. Report on Transfer of Statewide Hazardous Materials Training Responsibilities from Department of Health to State Civil Defense Agency
4. Report on Title III Enforcement Workshop
5. Announcements
6. Other Business