



**Somerset County
Office of Emergency Management**

Meeting Minutes

Meeting:	Local Emergency Planning Committee (LEPC) Meeting	Location:	Emergency Services Training Academy
Date:	August 22 nd , 2024	Time:	5:00pm

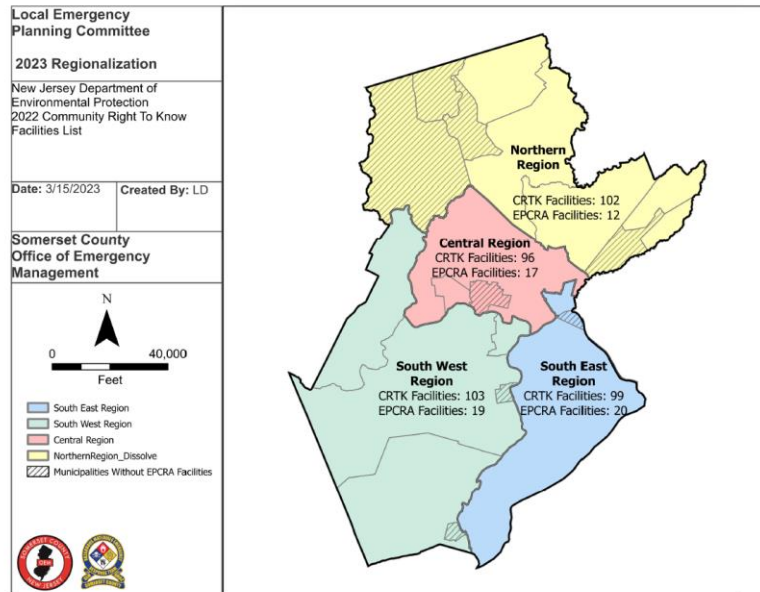
Attendance

Timothy Richard - Bernardsville OEM Mike Lapotasky - Bound Brook OEM James Edwards - Bridgewater OEM Brian Farrar - Franklin OEM Ronald Risden - Franklin OEM Chris McMinn - Hillsborough OEM John Bentz - Manville OEM Raymond Heck - Millstone OEM Adam Verducci - Montgomery OEM Thomas Connell - Montgomery OEM James DiPaolo - North Plainfield OEM Michael Ceccato - North Plainfield OEM Alyssa Myrnyj - Raritan OEM Kevin Sluka - Somerville OEM Douglas LaGrua - South Bound Brook OEM Andy Logan - Warren OEM Carolyn Solon - Watchung OEM	Lisa Werner - Somerset County OEM Kayla Pipas Keller - Somerset County OEM Jonathan Durland - Somerset County OEM Joseph Schardien - Somerset County OEM Paul Malarcher - Somerset County OEM Carolyn Solon - Somerset County OEM Kenneth Otrimski - Somerset County OEM Harry Yessman - Somerset County OEM Evan Visone - NJOEM Region Representative Devangi Patel - Montgomery Township Health Department Dawn Marling - Bernards Health Department Siobhan Span - Hillsborough Health Department
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Welcoming Remarks and Introductions Jonathan Durland	<ul style="list-style-type: none"> • Call Meeting to Order - 1700 • Introductions / Approval of Previous LEPC Meeting Minutes <ul style="list-style-type: none"> • https://www.co.somerset.nj.us/government/public-health-safety/emergency-management/local-emergency-planning-committee-lepc • Old Business: <ul style="list-style-type: none"> • LEPC / EPCRA Review • Somerset County Planning Regions & Facilities • Procedures for information submissions & public request for review • New Business: • 2024 Community Right-to-Know information • LEPC Exercise Planning • Next Meeting: TBD
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Old Business Jonathan Durland	Committee Members: <ul style="list-style-type: none"> • Lisa Werner - LEPC Chairperson • Jonathan Durland - LEPC Community Emergency Coordinator • Vacant Position - LEPC Information Coordinator • James DiPaolo - LEPC Northern Deputy Chairperson • James Edwards - LEPC Central Deputy Chairperson • Vacant Position - LEPC South West Deputy Chairperson • Quovella Maeweather - LEPC South East Deputy Chairperson Approval of Previous Minutes from Committee Members: <ul style="list-style-type: none"> • James Edwards approved first • James DiPaolo approved second <ul style="list-style-type: none"> • Local Emergency Planning Committee (LEPC) Review: <ul style="list-style-type: none"> • Per EPCRA section 302: any facility housing Extremely Hazardous Substances (EHS) exceeding the Threshold Planning Quantity (TPQ) must submit a Section 302 Notification within 60 days. <ul style="list-style-type: none"> • There are 355 specific chemicals designated as EHS by EPCRA
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- LEPCs must develop an off-site Emergency Response Plan (ERP) to indicate processes / guidelines for the community's response to chemical emergencies.
 - Off-site ERPs discuss roles, responsibilities, and organizational relationships – not necessarily tactics
 - Off-site ERP publicly available via a secure reading-room only. No electronics or recording devices.
- Establishment of LEPC Districts
 - NJ State Emergency Response Commission (SERC) designated Somerset County as an emergency planning district on 10/27/2023.
- Finalize off-site ERP approval & provide to NJ SERC in April 2024
 - Collect information & update ERP document as needed



- Will have an updated map the next meeting in 2025 with new facility information on it
- Procedures for information submissions & public request for ERP review:
 - Facility On-site plans & chemical inventories shall still be submitted pursuant to EPCRA & NJDEP / NJDOH requirements (Local PD, FD, OEM, etc.) & via: LEPC@co.somerset.nj.us
 - Facility on-site plans are not subject to public review
- Public request for ERP review:
 - Submit an OPRA request via Somerset County OPRA Portal:
 - <http://somersetcountynj.justfoia.com/publicportal/home/newrequest>
 - Public review must be conducted in a secure reading-room

New Business
Paul Malarcher

Health and Safety Officer is required to have copies of the RTK surveys in every facility required in Somerset County.

2024 YTD Somerset County Community Right-to-Know (CRTK) Surveys:

- Who must report:
 - Private industry, NAICS classifications listed at N.J.A.C. 7:1G-1.2, and “Produce, Use or Store” :
 - \geq EPCRA Section 302 Threshold Planning Quantity (TPQ) of Extremely Hazardous Substance, or
 - \geq 500 lbs of substance listed on NJ Environmental Hazardous Substance List, or
 - \geq 10,000 of any chemical for which OSHA requires a Safety Data Sheet
- Total Community Right to Know Surveys Received (2024 YTD): 257

Municipality:	# RCVD	Municipality:	# RCVD	Municipality:	# RCVD
1801 - Bedminster	9	1808 - Franklin	54	1815 - Peapack Gladstone	0
1802 - Bernards	7	1809 - Green Brook	3	1816 - Raritan	4
1803 - Bernardsville	4	1810 - Hillsborough	25	1817 - Rocky Hill	0
1804 - Bound Brook	9	1811 - Manville	3	1818 - Somerville	21
1805 - Branchburg	42	1812 - Millstone	0	1819 - South Bound Brook	0
1806 - Bridgewater	42	1813 - Montgomery	8	1820 - Warren	9
1807 - Far Hills	2	1814 - North Plainfield	3	1821 - Watchung	3

If you feel that these numbers are missing some numbers, please reach out to Paul Malarcher or Jonathan Durland.

• Release and Pollution Prevention Report (RPPR):

- Who must report:
 - Manufacturers and select non-manufacturing companies that Manufacture, Import, Process or Otherwise Use substances listed on EPCRA Section 313 (Toxic Release Inventory) and are required to submit EPA Form R or EPA Form A reports.
- Total RPPRs Received (2024 YTD): 5
 - FAR Chemical, 100 W Main St, Bound Brook
 - Agilex Flavors & Fragrances. 20 Roosevelt Ave, Franklin Twp
 - Ortho Clinical Diagnostics, 1001 US Hwy 202, Raritan
 - Rathgibson, 100 Aspen Hill Rd, Branchburg
 - Thermofisher Scientific, 755 Rt 202, Bridgewater
- Useful Internet Links Related to Community Right-to-Know:
- NJ DEP Community Right to Know: <https://www.nj.gov/dep/enforcement/crtk.html>
- EPA "List of Lists": https://www.epa.gov/system/files/documents/2022-12/List_of_Lists_Compiled_December%202022.pdf
- EPA Emergency Planning & Community Right-to-Know Act (EPCRA): <https://www.epa.gov/epcra>

Reminder - you can only see these through OPRA requests to the county or the state. Other agencies and facilities are not permitted to provide to the public.

New Business (cont.)
Jonathan Durland

- Upcoming LEPC Actions:
 - Update Emergency Response Plan (ERP)
 - To include updated EPCRA facility information that was due 7/15/2024
 - Plan for LEPC Exercise for January 2025
 - Table-Top Exercise (TTX) including LEPC emergency response agencies & facility representatives
 - Informal discussion based on a scripted scenario designed to prompt improvements to policies, procedures & plans.

Questions
Jonathan Durland

No Questions

Next Meeting

TBD

Minutes Completed By

Kayla Pipas Keller

Date

8/23/2024