

# **Attachment D**

## **Fayette Local Emergency Planning Committee Emergency Response Plan**

Prepared in accordance with Section  
303 of Sara Title III by the Fayette LEPC

2016

### **I. Introduction**

Fayette County covers 283 square miles in the heart of Bluegrass country. The urban core encompasses 75.9 square miles, which includes most of the 320,000 people living in Fayette County.

The county operates under a merged city-county government called the Lexington-Fayette Urban County Government, administered by a mayor and 15 council members.

Lexington, the primary urban center of Central Kentucky, supports two universities, one community college, 109 schools, 11 hospitals, 80+ shopping centers, 20 nursing homes and over 100 daycare centers.

Transportation in and out of the area includes a regional airport called Blue Grass Field, two railway companies, Norfolk Southern Railway System and R. J. Corman Railroad Group and Greyhound Bus Lines. Fayette County includes approximately 1,172 miles of urban county and state maintained roads.

Twenty-three (23) fire stations are located strategically throughout the county. The Lexington-Fayette Urban County Government employs over 500 fire personnel and over 700 police personnel.

Poisons, explosives, flammables and other characteristically hazardous materials are manufactured, stored, used or transported daily in Fayette County. Routinely, those materials are handled such that the surrounding community is not acutely exposed to sudden and catastrophic releases. Nevertheless, even preventative controls and conscientious management cannot eliminate all accidents.

When a material is released from its container and exposure becomes possible, the material is hazardous in the most real sense. On-scene conditions such as population density, wind direction, and established factors such as threshold concentration levels and personal protection criteria will determine the probability of exposure. We must be prepared to react effectively and efficiently to public health, safety and environmental threats.

This plan, developed by the Fayette Local Emergency Planning Committee (Fayette LEPC), represents a commitment to the advancement of community preparedness. The committee performed its work in coordination and cooperation with those responsible for countywide disaster planning and hazardous materials emergency response, the

Division of Emergency Management (DEM). Additional work is going on concurrently in this division in related areas such as right-to-know.

### **Legal Authority and Responsibility**

The legal authority to develop this plan is established by the Federal "Emergency Planning and Community Right-to-Know Act of 1986", 42 U.S.C. Section 11001, et seq. Specifically, it states in Section 302, "Each local emergency planning committee shall complete preparation of an emergency plan in accordance with this section no later than two years after the date of the enactment of this title. The committee shall review such plan once a year, or more frequently as changed circumstances in the community or at any facility may require." The Act also gives the committee authority to require the owner or operator of a facility to promptly provide information necessary for developing and implementing the plan. The committee's work is also authorized by KRS Chapter 39E.

This plan will be implemented by DEM under the supervision of the LEPC in accordance with SARA Title III and KRS Chapter 39E. Authority is provided to this division to plan and respond to emergencies by Sec. 6.07 Department of Public Safety of the LFUCG Charter and Chapter 16A of the Code of Ordinances. This plan is an appendix to the ESF-10 in the Fayette County Emergency Operations Plan.

### **Local Emergency Planning Committee**

The Fayette Local Emergency Planning Committee represents all segments of the community and a balance of interests and backgrounds and operates according to a set of bylaws. Its members are appointed by the Commonwealth Emergency Response Commission. All meetings are open to the public, with 24 hour prior announcement. Minutes and other documentation pertaining to the work of the Committee may be viewed at the offices of the Division of Emergency Management at 115 Cisco Rd. between 8:30 a.m. and 4:30 p.m. Information about the Fayette LEPC and facilities is located at <http://www.fayettelepc.com>.

### **Purpose**

The Fayette LEPC's primary goal in developing the emergency response plan is to protect health and safety, property, and the environment in the event of a hazardous material release. Additional long-term goals are to: (1) increase contingency planning by businesses and homeowners for all disasters; (2) integrate existing emergency response plans; (3) educate the general public as to its role and responsibility in community preparedness; and (4) test, review, and revise the procedures set forth in the plan.

## Abbreviations and Definitions

Any term not specifically defined herein shall have the meaning accorded to it in SARA Title III, KRS Chapter 39E and accompanying regulations.

<b>CAS #</b>	Chemical Abstract Service Number
<b>CERC</b>	Commonwealth Emergency Response Commission
<b>CERCLA</b>	Comprehensive Environmental Response Compensation and Liability Act of 1980, 42 U.S.C. Section 9601, et. seq.
<b>CHEMTREC</b>	Chemical Transportation Emergency Center
<b>EOC</b>	Emergency Operations Center
<b>EPA</b>	Environmental Protection Agency
<b>ERT</b>	Emergency Response Team
<b>DEM</b>	Division of Emergency Management
<b>ICS</b>	Incident Command System
<b>LEPC</b>	Local Emergency Planning Committee
<b>LFUCG</b>	Lexington-Fayette Urban County Government
<b>MSDS</b>	Material Safety Data Sheets
<b>NRC</b>	National Response Center
<b>SARA</b>	Superfund Amendments and Reauthorization Act of 1986 P.L. 99-499 (Oct 17, 1986)
<b>SCBA</b>	Self Contained Breathing Apparatus
<b>SIC</b>	Standard Industry Classification
<b>SOP</b>	Standard Operating Procedures
<b>EHS</b>	Extremely Hazardous Substance
<b>PPE</b>	Personal Protective Equipment

**CERCLA Substances:** Chemicals defined as hazardous and reportable when released or spilled above a certain quantity according to CERCLA, 42 U.S.C. Section 9601, et seq.

**Environment:** Water, air, and land and the interrelationship that exists among and between water, air, and land and all living things.

**Extremely Hazardous Substances (EHS):** A substance listed by the EPA pursuant to Section 302 (a)(2) of SARA Title III where present at a facility equal to or above the threshold planning quantity.

**Facility:** All buildings, equipment, structures, and other stationary items which are located on a single site or on contiguous or adjacent sites and which are owned or operated by the same person (or any person which controls, is controlled by, or under common control with, such person). For purposes of emergency release notification, the term includes motor vehicles, rolling stock, and aircraft. For the purpose of this plan only facilities having extremely hazardous substances are included.

**Hazardous Material:** Any substance or materials in a quantity or form which may be harmful or injurious to humans, domestic animals, wildlife, economic crops or property when released into the environment. Hazardous materials are classified in this plan as chemical, biological, radiological, explosive or etiological.

**Chemical:** Toxic, corrosive or injurious substance, because of inherent chemical properties and include, but are not limited to, such items as petroleum products, paints, plastics, acids, caustics, industrial chemicals, poisons, drugs, mineral fibers.

**Biological:** Microorganisms or associated products, which may cause disease in humans, animals, or economic crops; pathogenic waste from medical institutions, slaughterhouses, poultry processing plants, and the like.

**Radiological:** Any radioactive substance emitting ionized radiation at a level to produce a health hazard.

**Explosive:** Material capable of releasing energy with a blast effect in a split second upon activation; the released energy usually damages or destroys objects in close proximity of the blast.

**Etiological:** Available microorganism, or its toxin, which causes or may cause human disease.

**Hazardous Material Incident:** An incident involving a hazardous material, with or without containment, which poses a threat to the health and safety of the public.

**Incident Command System:** The combination of facilities, equipment, personnel, procedures and communications operating within a common organizational structure

with responsibility for the management of assigned resources to effectively accomplish stated objectives pertaining to an incident.

**Petroleum Product:** Gasoline, oil and lubricants of any kind or in any form, including, but not limited to virgin, used and mixtures of petroleum fuel oil, sludge, oil refuse, and oil mixed with wastes other than dredged spoil.

**Release:** Any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment (including the abandonment or discarding of barrels, containers and other closed receptacles) of any hazardous chemical, extremely hazardous substance, or any toxic chemical.

**Title III:** Title III of the Superfund Amendments and Reauthorization Act of 1986, also titled the Emergency Planning and Community Right-to-Know Act of 1986, 42 U.S.C. Section 11001, et seq.

### **Hazards Analysis of Fixed Facilities**

The scope of work for the Hazard Analysis Subcommittee during the 2014-2015 planning period focused on the following: updating existing EHS Plans, adding new facilities to the plan, updating special facility information, and updating of facility maps and vulnerability zone maps. The integrated product of the Subcommittee's work effort is reflected in this section of the plan which provides an updated hazards identification, a revised vulnerability analysis which identifies the populations, facilities, property and environs that may be susceptible in the event of an extremely hazardous substance release, and a risk analysis to assess the likelihood of an accidental release and the consequences that might occur, based on the known vulnerable population and special facilities. A blank space in any data field denotes the information was unavailable or unknown at the time the report was completed.

## **II. Notification**

Facilities subject to SARA Title III shall submit the notifications and reports required by Section 302, 311 and 312 of SARA Title III to the following:

**Fayette LEPC**

1793 Old Frankfort Pike, Ste 50  
Lexington, KY 40504  
Attn: Official Custodian of Records

**Commonwealth Emergency Response Commission**

Boone National Guard Center  
Frankfort, KY 40601  
Attn: Adjunct General

**Fire and Emergency Services**

219 East Third Street  
Lexington, KY 40508  
Attn: Fire Chief

### **III. Reporting**

Any person discovering a hazardous materials incident should report the incident to the Division of Fire and Emergency Services by calling 911 and asking for Fire.

The communications person receiving the call will attempt to acquire all pertinent information possible from the person reporting the incident. The communications person will notify the community emergency coordinator, who is the director of DEM. This also serves as reporting to the Fayette LEPC. The Tier II report is by electronic submission only in Fayette County via EPA software 'Tier II Submit.'

#### **313 Reporting**

Section 313 Toxic Chemical Release data reflecting releases during the preceding year is available to the Fayette LEPC from the Kentucky Environmental Response Team if requested. This release information is provided by facilities that are in federally specified industrial categories, including Codes 20 through 39, that manufacture, process or otherwise use toxic chemicals in excess of threshold quantities.

#### **Release Reporting**

##### **If the release is:**

an extremely hazardous substance in an amount equal to or above its reportable quantity, established pursuant to Section 302(a) SARA Title III and implementing regulations as specified by EPA or a CERCLA 103(a) Release

##### **The following must be notified by the facility:**

- Lexington-Fayette Urban County Government Fire Department (911)
- Fayette Local Emergency Planning Committee (E911) 859-258-3784
- Commonwealth Emergency Response Commission 502-607-5712
- National Response Center 800-424-8802

##### **A written follow-up report is to be submitted to:**

- Fayette Local Emergency Planning Committee
- Commonwealth Emergency Response Commission

**If the release is:**

not an extremely hazardous substance referred to in Section 303(a) SARA Title III or a CERCLA 103(a), release of a hazardous substance in an amount equal to or greater than its RQ or one pound if no regulatory established RQ.

**The following must be notified by the facility:**

- Lexington-Fayette Urban County Government Fire Department (911)
- Fayette Local Emergency Planning Committee (E911) 859-258-3784
- Commonwealth Emergency Response Commission 502-607-5712
- National Response Center 800-424-8802

**Note:** this document addresses reporting obligations associated with SARA Title III and is not intended to be a comprehensive listing of all reporting requirements.

## **IV. On-Scene Management**

### **Direction and Control**

In most cases a hazardous materials incident will require a wide variety of agencies with varying levels of expertise to respond. The Incident Command System within an Integrated Emergency Management System will be utilized. Representatives from each responding agency will report to the command post.

### **Incident Response Levels:**

Fayette County does not use Incident Response Levels.

### **Incident Phases**

**Phase I, Critical:** The phase during an emergency when actual or imminent danger to life or safety exists. This phase is most often the time when local government bears the total responsibility for oversight and management and implementing protective actions for the community at risk.

The following are examples of actions that may be taken during this phase:

- Take necessary steps to safeguard human life and property
- Isolate the area
- Identify the material(s) without undue risk of exposure and harm
- Rescue victims without undue risk of exposure and harm
- Determine environmental pathways and effects
- Monitor weather conditions
- Request appropriate assistance
- Notify state and federal authorities if necessary
- Follow SOPs

**Phase II, Containment:** The imminent threat to life or safety no longer exists. Additional activities are required to eliminate danger to property, the environment, or a reoccurrence of the incident. Local government usually remains in charge.

**Phase III, Clean up:** The incident is under control and all that is required is to clean up and dispose of the material. The person/facility that releases a hazardous material has the responsibility for cleaning up and disposing of the material. Clean-up and disposal operations will be done only by qualified persons/contractors. These operations will conform to the requirements stated in 29 CFR 1910.120 and other regulations specific to the material involved. The Lexington-Fayette Urban County Government Division of Emergency Management is responsible for monitoring and evaluating clean up and disposal operations. Pursuant to Chapter 16A of the Hazardous Materials Ordinance, the LFUCG may require the person or organization responsible for the hazardous materials incident to reimburse the LFUCG for the expenses incurred in the management of the emergency.

**The following are actions that may be taken during this phase:**

Decontamination--personnel/equipment  
Clean up site and other areas affected by contamination.  
Restore site and other areas to condition prior to contamination, or to level acceptable to DEM or other government authorities with jurisdiction over the remediation work

**Phase IV, Incident Review:** The incident is complete and all involved agencies get together to critique the incident. Both positive and negative aspects of response performance shall be addressed to allow a better response the next time.

The following are actions that may be taken during this phase:

- Complete documentation
- Discussion of events
- Determine expenses

### **Protective Actions**

Protective actions are those methods taken to safeguard the public in the event of a release or potential release of a hazardous material. These methods may be used alone or in combination with one another. The choice of the method or methods to be used must be made by evaluating several factors specific to the incident at hand. These factors include:

- The hazardous material involved
- The population threatened
- The time span involved
- The current and predicted weather conditions
- The ability to communicate emergency information
- The resources of the emergency response agencies

**The three methods are (1) Isolation, (2) Evacuation, and (3) Shelter-In-Place.**

**Isolation:** Isolation is the denial of entry into a dangerous or potentially dangerous area. Only trained and equipped emergency response personnel will be allowed into the isolated area. The boundaries of the area will be identified by the Incident Commander. Security will be provided to prevent entry into the area by unauthorized persons.

**Evacuation:** Evacuation is the removal of persons from a dangerous or potentially dangerous area to a safer place. Evacuation is a complex and time consuming operation that requires careful planning to ensure compliance and safety.

Planning considerations include:

- Identification of the specific area to be evacuated
- Designation of evacuation routes
- Notification and instructions to evacuees
- Transportation of evacuees who are without private transportation
- Assistance to populations with special needs
- Provision of shelters for evacuees
- Security for evacuated areas
- Traffic and pedestrian control
- Re-entry procedures

The Incident Commander will authorize re-entry into areas that have been declared unsafe and have been evacuated.

**Shelter-In-Place:** Shelter-In-Place is the method of protecting persons by directing them to immediately enter a building to avoid exposure to or contamination by a hazardous material. This method is generally used to protect persons from the effects of a short term release of airborne toxicant.

To make this method effective, the public must be advised to follow guidelines that include:

- Go indoors immediately.
- Close all outside doors and close and lock all windows. Seal gaps with wet towels or thick tape.
- Turn off all heating and air conditioning systems.
- Cover all exhaust fans, vents, or other openings to the outside.
- Tune to a local radio or television station for further emergency information.

**Emergency Alert and Warning Systems:** Alerts, warnings, and instructions on these protective methods will be done per the Fayette County Emergency Operations Plan (EOP). Alert and warning systems include:

**Emergency Alert System:** The EAS is a system whereby warnings and emergency information are broadcast by participating commercial radio and television stations. The EAS is activated by the National Weather Service through the appropriate NOAA Weather Radio stations; or KyEM upon receipt of the KEWS from the State Relay or Local Primary sources in the local area.

The primary EAS station in Lexington Fayette is WUKY-AM. The FCC requires that but other stations also re-broadcast announcements. Fayette County has an agreement with the National Weather Service to make announcements for non-weather related events as well.

**Outdoor Sirens:** There are 27 sirens located primarily in parks throughout Fayette County. When a tornado warning or chemical emergency occurs, a loud siren sound will be played. In the event of other severe emergencies, the sirens can play voice messages and instructions.

**Television:** Fayette County has partnered with local television stations to broadcast alerts, warnings, and instructions during emergencies.

**Cable Interrupt System:** When an emergency occurs, our local cable company can break into any station in order to broadcast emergency alerts.

**Alert and Notification System:** E-911 administers a computer based automated telephone dialing system used to notify Special Needs Facilities of an emergency and inform them of the recommended protective actions.

## V. Title III Local Planning Committee

Facility/Organization	Representative
LFUCG Division of Water Quality	Robin Wright (Chair)
LFUCG EOC JIC	John Bobel (Parliamentarian and PIO Chair)
Dinsmore & Shohl	Clay Larkin (Secretary)
LFUCG Div of Emergency Management	Steve Jackson (Community Emergency Coordinator and Official Custodian of Records)
Tetra Tech	Fred Rial (Response and Exercises Chair)
Lexington Fayette Co Health Dept	Ralph McCracken (Treasurer)
3M Ceradyne	Scott Roberts
American Eagle Airlines	Virginia Davis
Ashland	Steve Gilley
Ashland	Tim Heaberlin
A T & T – KY 1670 (Alexandria Dr)	Terry Latta
A T & T Corp. (Palumbo Dr)	Eric Baker
AVENTICS	Shawn Abdmishani
Bluegrass Station	Amy Siewert
C.I. Thornburg	Rick Parks
CarQuest Distribution Center	Randy Onorato

CKP - Plating	Robert Marcum
Clark Material Handling Co	April Crosby
Coke	Maggie Taylor
Coke	John Vance
Costco	Steve Cimino
Crop Production Services	Tom Corder
Crown Lift Trucks	Buzz Reed
Dixie Consumer Products LLC	Kraig Weber
Dixie Consumer Products LLC	Rebecca Davis Stephenson
Equipment Depot	JD Allen
FMC Lexington	Jay Henderson
G E Kentucky Lamp	Kris Kelley
God's Pantry Food Bank	Manuel Howard
Graham Packaging	Robby Dennis
Hewlett-Packard	Chris Payne
Home City Ice	Billy Campbell
Home Depot	Dale Combs
IBM Facility	Randy Boteler
ITW Powertrain	Marco Budny
J M Smucker	John Helfenberger
Kentucky-American Water Co.	Brad Kinckiner
Kentucky Utilities (LGE-KU)	Keith Alexander
Kentucky Utilities (LGE-KU)	Sherry Pryor
Kentucky Utilities (Haefling Station)	Greg Wilson
KY DEM Region Admin	Fonseca Welch
Ky DEM Region Manager	Vickie Sanderson
KY EPA	Robert Francis
Lexel Imaging	Troy Horn
Lexington Center	Kristi Sparks
Lexmark	Linda Jennings
LFUCG Council	Bill Farmer, Jr.
LFUCG Dept of Public Safety	Rick Curtis
LFUCG (Div of Emergency Mgt)	Patricia Dugger
LFUCG (Div of Parks – Kearney, Lakeside golf courses)	Mike Fields
LFUCG (Div of Police)	Christopher Holliday
LFUCG (Fire & EMS / Special Operations)	Gregg Bayer
LFUCG (Fleet Services)	Dave Toombs
Link Belt Construction Equipment Co	Ken Johnson
MCI - LEXGKY	Eugene Caggiano
Norfolk Southern Railroad	David Patten
Parker Hannifin	Randy Groce
PECCO	Bob Goetz
Pilkington North America, Inc	Tiffany Nease
S & S Tire	Cliff Johnson

Saddle Creek Logistics Services	Brian Mattingly
Safety Kleen Systems, Inc	Greg Taylor
Sam's Club #8188	Bobby Mason
Schneider Electric Company	Jim Canella
Schneider Electric Company	Jon Meyers
Southern States	Patrick Stephens
Sumitomo Electric Wiring Systems	Brandi Dragoo
Sumitomo Electric Wiring Systems	Jon Poyner
Sunbelt Rentals	Matt Buzzelli
Tema Isenmann, Inc	Daniel Craft
Time Warner Cable	Terry Weathers
Trane	Preston Hesley
UK	Laurel Wood
UK College of Communications	Dan O'Hair
UK College of Communications	Shari Veil
UK Main Campus	Robert Kjelland
UK North Farm	Steve Higgins
VAMC	Terri Montgomery
Webasto	Geoffrey Mooney
Windstream Main Co	Al Ewert
Windstream East	Mark Been
Xerox New Circle Rd	Tim Hennig
Xerox Yorkshire Blvd	Matt Ritchie
Yazaki N America	Randy Blanton

## VI. By-Laws

### BY-LAWS

#### ARTICLE I

##### Name

The name of this Organization shall be the Local Emergency Planning Committee for Fayette County (hereinafter "Fayette LEPC").

#### ARTICLE II

##### Purpose

The purpose of the Fayette LEPC is to carry out the duties and powers of local emergency planning committees as specified in the Emergency Planning and Community Right-To-Know Act of 1986, P.L. 99-499 (the "Act") and in KRS 39E et seq.

### **ARTICLE III**

#### Duties and Functions

The functions and duties of the Fayette LEPC shall include, but not necessarily be limited to, the following:

- A. To prepare and update an Emergency Plan in accordance with Section 303 of the Act and KRS 39E.
- B. Adopt rules by which the Fayette LEPC shall function, to include but not necessarily be limited to, provisions for public notification of Fayette LEPC activities, public meetings to discuss the Emergency Plan, response to public comments by the Fayette LEPC, and distribution of the Emergency Plan.
- C. Establish procedures for receiving and processing requests from the public for information under Section 324 of the Act, including Tier II information under Section 312 of the Act.
- D. Cooperate with the Lexington-Fayette County Government Division of Emergency Management (hereinafter "DEM") in an effort to ensure that the Emergency Plan developed by the Fayette LEPC is consistent with the county-wide disaster plan developed by DEM.

### **ARTICLE IV**

#### Membership

##### A. Fayette LEPC

###### 1. Composition

The Fayette LEPC shall be composed of members appointed by the Commonwealth Emergency Response Commission and shall include representatives from, but not limited to, each of the following groups or organizations: elected local officials, law enforcement, disaster and emergency services, fire fighting, first aid, health, local environmental, hospital, and transportation personnel; broadcast and print media; community groups; and owners and operators of facilities subject to the requirements of the aforesaid Act and KRS 39E et seq.

###### 2. Term

The term of appointment of Fayette LEPC members shall be for such a period as designated by the Commonwealth Emergency Response Commission though not to exceed four years except by reappointment.

### 3. Vacancies/Substitutions

Any vacancy, resignation, or request for substitution of any member of the Fayette LEPC shall first be brought to the attention of the Fayette LEPC Chairman who shall meet and agree with the Executive Committee that a change is appropriate. Thereafter, the Chairman of the Fayette LEPC shall write to the Chairman of the Commonwealth Emergency Response Commission and request that a change in the Fayette LEPC membership be made. Upon receipt by the Fayette LEPC Chairman of an interim appointment letter or other appropriate document from the Chairman of the Commonwealth Emergency Response Commission, a new member of the Fayette LEPC may be permitted to attend and vote on matters in a provisional capacity until such time as the final letter of appointment is received by the Chairman of the Fayette LEPC which will assure full vesting of the newly appointed member's rights to act on the Fayette LEPC.

### 4. Attendance

If a Fayette LEPC member misses three (3) consecutive meetings or three (3) meetings in two (2) consecutive years of the full Fayette LEPC, the position shall be declared vacant. The Chairman of the Fayette LEPC shall then proceed to fill the vacancy according to Article IV A.3.

It is recognized that participation, including but not limited to attendance at meetings, in subcommittee activities by members of the LEPC is important. Upon motion by a co-chair of a subcommittee, the Executive Committee shall review the participation of a particular member and may declare the position vacant or reassign the member to another subcommittee as the Executive Committee deems appropriate. If the position is declared vacant, the

Chairman of the LEPC shall then proceed to fill the vacancy according to Article IV.A.3.

## B Executive Committee

The management and conduct of the business of the Fayette LEPC shall be vested in an Executive Committee composed of the Co-Chairmen of the Subcommittees appointed by the Chairman of the Fayette LEPC and those persons holding the offices of Chairman, Vice Chairman, Secretary, Treasurer, Community Emergency Coordinator, and Official Custodian of Records. The Executive Committee is authorized to (1) approve or disapprove proposals for action by the Fayette LEPC, pending ratification of Executive Committee action by the Fayette LEPC at its next scheduled meeting, whether a regular or special meeting, and (2) recommend

changes in Fayette LEPC membership as a result of vacancy, resignation, request for substitution, or removal in accordance with any absenteeism policy.

C. Subcommittees

The Chairman of the Fayette LEPC may appoint members and co-chairmen to serve on Subcommittees to consider and report to the Fayette LEPC on subjects relating to the duties and functions of the Fayette LEPC which the Chairman of

the Fayette LEPC finds require special attention, expertise or investigation. The term of appointment of each Subcommittee member and Subcommittee co-chairman shall be for such period of two years as designated by the Chairman of the Fayette LEPC.

## ARTICLE V

### Voting

A. Fayette LEPC

A total of ten (10) members of the Fayette LEPC shall constitute a quorum for transaction of business. Binding action by the Fayette LEPC shall be by majority vote of the members present at a regular or special meeting at which a quorum is present.

B. Executive Committee

A total of four (4) members of the Executive Committee shall constitute a quorum for transaction of business. Binding action of the Executive Committee shall be by majority vote of the members present at the meeting at which a quorum is present; provided, however, that each Subcommittee represented at the meeting shall have only one vote.

C. Subcommittees

The members of the Subcommittee present at any meeting of that Subcommittee shall constitute a quorum for transaction of business. Binding action shall be by majority vote of the members present at the meeting at which a quorum is present.

## ARTICLE VI

### Officers

A. Elected Officers

The Fayette LEPC shall elect from its members a Chairman, a Vice Chairman, a Secretary, a Treasurer, a Parliamentarian, a Community Emergency Coordinator,

and an Official Custodian of Records. These officers shall be elected at the first regular meeting of the Fayette LEPC or as soon thereafter as possible. The terms of these elected officers shall be two years, and the members holding these offices shall be eligible for reelection at the end of their respective terms.

If an officer resigns or the office otherwise becomes vacant before the expiration of the term, the Chairman, or in the event of a vacancy of the office of Chairman, the Executive Committee, shall appoint a replacement who shall serve until the next regular or special meeting of the Fayette LEPC at which time the vacancy shall be filled by election for the remainder of the term.

B. Duties of Elected Officers

1. Chairman: The Chairman of the Fayette LEPC shall preside at all regular and special meetings of the Fayette LEPC and Executive Committee, sign any documents as designated by the Fayette LEPC, and perform such other duties as the Fayette LEPC and Executive Committee may designate.
2. Vice Chairman: The Vice Chairman shall perform all the duties of the Chairman in the temporary absence or disability of the Chairman, except as otherwise provided by the Fayette LEPC and these By-Laws, and such other duties as the Chairman may designate.
3. Secretary: The Secretary shall keep a record of the proceedings of the Fayette LEPC and shall prepare all minutes and special actions of any meeting of the Fayette LEPC, shall certify all minutes and official documents of the Fayette LEPC, and perform such other duties as the Chairman may designate. The Secretary shall submit the minutes of all meetings to DEM within thirty (30) days to assure compliance with SERC guidelines.
4. Treasurer: The Treasurer shall handle monies collected by the Fayette LEPC and shall keep and report on records of all monies collected and spent, and perform such other duties as the Chairman may designate. The Treasurer shall be responsible for accountability for any grant monies awarded to the Fayette LEPC pursuant to federal or state law and shall be the Fayette LEPC's authorized applicant for purposes of requesting grant funds unless otherwise designated by the LEPC Chairman.
5. Parliamentarian: The Parliamentarian shall be responsible for compliance by the Fayette LEPC with parliamentary procedure in accordance with Article VIII of the By-Laws, and shall advise the Executive Committee and Subcommittees on proper parliamentary procedure.
6. Community Emergency Coordinator: The Community Emergency Coordinator shall receive notices of releases under Section 304 of the Act and carry out such other duties as specified in the Act and in KRS 39.800, et seq.

7. Official Custodian of Records: The Official Custodian of Records shall be responsible for managing the receipt and processing of requests from the public for plans, data sheets, forms, Tier I and Tier II information, as well as insuring that an annual notice appears in the local newspaper that the Emergency Plan and other documents required by the Act have been submitted to the Fayette LEPC and are available for review by the public at a location designated by the Fayette LEPC; shall advise the Subcommittee co-chairmen of mechanisms for complying with public notice requirements; and shall perform such other duties as the Chairman may designate.

## **ARTICLE VII**

### Fayette LEPC Meetings

#### A. Regular Meetings

The regular meetings of the Fayette LEPC shall be held semi-annually, at a minimum, and at such reasonable time and place as designated by the Chairman. Five days written notice of the meeting shall be given to members. This notice may be provided to LEPC members either through postal mail or email. Notice of the meeting shall be given to the public by the Official Custodian of Records at least twenty-four hours in advance of the meeting.

#### B. Special Meetings

The Chairman of the Fayette LEPC may call a special meeting of the Fayette LEPC to consider specified issues by either written or oral communication giving the time and place of such meeting and stating the purpose(s) for which the meeting is called, provided that each member receives at least forty-eight hours notice of the meeting. Notice of the meeting shall be given to the public at least twenty-four hours in advance of the meeting.

#### C. Executive and Subcommittee Meetings

The Chairman of the Executive Committee and the Co-Chairman of a Subcommittee may call a meeting of the respective group by either written or oral communication giving the time and place of such meeting, provided that each member receives at least forty-eight hours notice thereof. Notice of the meeting shall be given to the public at least twenty-four hours in advance of the meeting.

## **ARTICLE VIII**

### Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall be followed by the Fayette LEPC, Executive Committee and Subcommittees, in all cases to which they are applicable and not inconsistent with these By-Laws.

## ARTICLE IX

### Adoption and Amendment of By-Laws

These By-Laws may be amended by majority vote during any regular or special meeting of the Fayette LEPC at which a quorum is present; provided that, the Amendment thereto has been submitted in writing to each member of the Fayette LEPC five days in advance of the call for vote on the amendment to the By-Laws.

## ARTICLE X

### Effective Date

These By-Laws shall become effective upon adoption by the Fayette LEPC but shall relate back to the time of the first meeting of the Fayette LEPC as if fully adopted at that time.

Adopted January 13, 1989  
Revised October 12, 1989  
Revised March 21, 1991  
Revised April 17, 1992  
Revised September 17, 2010

## **VII. Truck Routes Most Commonly Used to Transport Hazardous Materials**

I-75 - Completely through Fayette County  
I-64 - Completely through Fayette County  
New Circle Road - Complete  
Newtown Pike - I-75 to Main Street  
Nandino Boulevard - Newtown Pike to Georgetown Street  
Georgetown Street - Outside New Circle to Mercer Road and Nandino  
Mercer Road - From Georgetown Street to Greendale Road and including Buck Lane  
Leestown Road - Inside New Circle to Forbes Road and outside New Circle to Alexandria Drive  
Old Frankfort Pike - Inside New Circle Road to Forbes Road and outside New Circle Road to Alexandria Drive including Laco Drive and Bizzell Drive  
Versailles Road - From county line to Forbes Road  
Harrodsburg Road - County line to Red Mile Road  
Red Mile Road - From Harrodsburg Road to Versailles Road  
Nicholasville Road - From county line to New Circle Road  
Richmond Road - From I-75 to Main Street  
Greendale Road - Complete  
Citation Bouvelard - Complete  
Athens-Boonesboro Road - From I-75 to Blue Sky Parkway  
Man-O-War Road - Complete  
Palumbo Drive - Complete  
Winchester Road - I-75 to Third Street

Delaware Avenue - From Winchester Road to Henry Clay Boulevard  
Walton Avenue - From Winchester Road to National Avenue  
National Avenue - From Walton to Kentucky Point  
Paris Pike - From county line to I-75  
North Broadway - From I-75 to Loudon Avenue  
Loudon Avenue - From Newtown Pike to North Broadway  
Russell Cave Road - From New Circle Road to North Broadway  
Lisle Road – Complete

## **VIII. Community Resources**

The following agencies have roles/responsibilities during hazardous material incidents:

### **Division of Emergency Management (DEM)**

- Notification to state and federal agencies as required
- Technical and regulatory information
- Liaison with state, federal and private resources organizations

### **Division of Fire and Emergency Services**

- Local on-scene coordinator
- Exclusion zone entry team
- Decontamination of all victims and team members
- Fire suppression
- Emergency medical services for all victims and team members
- Rescue
- Mitigate the hazards or stabilize the situation by positive action or by isolation of any chemical or petroleum incident
- Train division personnel to the technician level to ensure appropriate response capabilities
- Conduct critique as soon as practicable after incident
- Prepare reports for the mayor, council members, concerning team activities

### **Lexington-Fayette County Health Department**

- Assist with identification of material/resources
- Investigate and advise of hazards to public
- Assist in investigation of responsible parties
- Assist with sample collection
- Assist in any incident involving a facility regulated by the Health Department

## **Division of Water Quality**

- Identify sanitary sewer system components
- Technical assistance
- Protect pump stations and treatment plants from harm caused by hazardous materials entering sanitary sewer system. This may include diverting flow or disconnecting equipment.
- Resource for equipment and/or materials

## **Division of Streets, Roads & Forestry**

- Identify storm sewer system components
- Removal and disposal of petroleum contaminated materials or chemicals that have been rendered harmless from streets, roads (under their jurisdiction), and other areas when necessary
- Resource for equipment and/or materials

## **Division of Police**

- Evacuation
- Traffic control
- Site security
- Criminal investigation
- Provide communication truck and/or command post
- Activation of Cable Interrupt system and EAS warning system, and Outdoor Siren Warning system.

## **Division of Government Communications**

- Media liaison
- Development and dissemination of press release and advisories
- Coordination of information released to the public
- Establishment of media staging area
- Photography/videography, if needed

## **Kentucky Department of Highways**

- Removal and disposal of petroleum contaminated materials or chemicals that have been rendered harmless from roads & highways (under their jurisdiction)
- Resource for equipment and/or materials

## **Kentucky Vehicle Enforcement**

- Conduct or provide assistance with traffic control and evacuations

- Conduct investigations and enforcement of illegal activities
- Planning for transportation and security of hazardous materials, including chemical weapons and nuclear materials

## **IX. Hazardous Materials Emergency Response**

Lexington-Fayette County has one merged urban-county government; therefore, community emergency response resources are the same for all facilities located in Fayette County.

As stated in Lexington-Fayette Urban County Government Ordinance No. 216-85, Section 16A-12, the Hazardous Materials Coordinator (HMC) shall be the leader of the Hazardous Materials Team and shall coordinate all activities of that team. The HMC shall be responsible for implementation of the Emergency Response Management Program and shall serve as the local on-scene coordinator at an incident involving hazardous materials.

The Lexington-Fayette Urban County Government Hazardous Materials Team (HMT) consists of members from the Division of Fire and Emergency Services.

The Incident Command System has been designated as the form of emergency management to be used during response to a hazardous materials incident. Initial response to a hazardous materials incident is made by the Division of Fire and Emergency Services. The Division has the following resources:

### **Apparatus**

Fire Suppression—22 engines, seven ladders, ten supervisor cars  
 Emergency Medical—11 emergency care units, two reserve unit  
 Special Response Vehicles—multiple Special Response (HazMat), SCBA support, mobile command post, heavy rescue, two swift water rescue, one dive rescue, two rural mini-pumper, regional mass casualty unit.

### **Personnel**

Over 500 full-time, paid firefighters and officers.

### **Certifications**

Every member of the Division must maintain certification as:

- Firefighter—State Commission on Fire Protection personnel standards and education
- Emergency Medical Technician—Kentucky Board of Emergency Medical Services
- CPR Provider—American Heart Association
- Operations Level HazMat---Office of Applied Operations in compliance with 29CFR 1910.120 and NFPA

## **Personal Protective Equipment (PPE)**

All PPE utilize or issue to sworn division of fire and emergency services personnel conforms to current NFPA recommendations and OSHA regulations concerning the use of structural firefighting PPE. This is inclusive of the SCBA. Additionally, best practices concerning decon and issuance of PPE are adhered to. Standard protective equipment provided to each on-duty member of the Division consists of approved structural firefighting protective clothing ensemble and issued personal SCBA facepiece. The division's HazMat Team is equipped with protective clothing and equipment that meet the requirements of OSHA for levels A, B, and C operations.

## **Training**

In addition to required fire suppression and emergency medical training, all of the members of the Division have received training that meets or exceeds the level of competence required by 29CFR 1910.120 for Hazardous Materials First Responders, Operational Level. Over 120 members of the Division's HazMat Team have received training that meets or exceeds the level of competency required by 29CFR 1910.120 for Hazardous Materials First Responder, Technician Level.

Some members of the Division have attended special training classes provided by federal, state, and private agencies. Subjects of these classes include:

- Hazardous Materials, Recognition and Identification
- iCAMEO/aCAMEO
- Hazardous Materials Incident Analysis
- Radiation Detection and Monitoring (MERRTT, CTOS)
- Biological/WMD Detection and Monitoring
- Sampling for DPH
- Dangers of Pesticides
- Flammable Liquids and Gases
- Radioactive Materials in Transportation Incidents, Awareness
- Transport of Hazardous Materials by Rail
- Firefighter Safety
- Incident Command System
- Toxic Chemical Training Course (CSEPP)
- Chemistry of Hazardous Materials
- Incident Response to Terroristic Bombings
- Advanced Railcar Specialist Training
- Cargo Tank Specialist Course
- Public Safety Diving
- Technical Rescue Training (Rope, CSR, Trench, Swift Water)
- Urban Search and Rescue Training

The Division, along with members of the HMT, develops and conducts tabletop and field exercises to evaluate effectiveness and to practice skills.

## **HazMat Team**

The Division's HazMat Team consists of 89 members who are assigned to five engine companies, two ladder companies, a Heavy Duty Haz Mat Response Vehicle, a Hazardous Materials Platoon Leader, an Executive Officer, and Special Operations Battalion Chief. This is in addition to standard fire suppression apparatus, Tools and appliances. The Hazardous Materials team is a NIMS Type I team and has equipment and training to support that classification. This equipment includes but is not limited to the following:

- CBRNE monitoring and detection equipment
- Grounding and bonding tools
- Chemical identification for solid, liquids and gas
- Aqueous film-forming foam with applicators
- Absorbent pads, booms and granules
- Neutralizing agents
- Sampling and monitoring kits
- Plugging and patching kits
- Tank leak repair kits
- Non-sparking tools
- Decontamination units
- Resource and reference materials

## **X. Community Exercise Program**

The exercise program for Fayette County follows the federal and state guidelines which require a four year cycle of exercises. A minimum of one exercise must be conducted in each year. Three of these exercises must be a functional exercise and one must be a full scale exercise. The general types of hazards are natural (tornado, flood), technological (hazardous materials release, power failure), and national security (civil disorder, terrorism). The hazard used in the scenario is left to the discretion of the county. The scenarios in this county are based on the hazards that are most likely to occur.

Functions that are exercised and evaluated include Direction and Control, Warning, Communications, Public Information, Reception and Care, Law Enforcement, Fire and Emergency Services, Engineering and Public Works, Hazardous Materials, Volunteer Organizations, Health and Medical, Schools, Transportation, and the activation of the Emergency Operations Center. Scheduling, designing, conducting, and documenting exercises is the responsibility of the DEM Director.

LEPC will assist the DEM Director to schedule exercises with EHS Plan facilities. The LEPC has the goal of conducting an informal exercise with one facility each year and of providing consulting with facilities on development testing and analysis of their plans.

## **XI. Hospital Decontamination Capability**

As of March 2010, the capability of hospitals in Fayette County to provide treatment for persons who have been contaminated by chemicals is as follows. All Lexington Acute Care Hospitals can support small incident's of decontamination (six patients per hour). No medical facility has the capability of Mass Decontamination.

### **Baptist Health ospital**

There is an outdoor area that has been designated for patient decontamination. The facility has personnel trained to effectively conduct patient decontamination. CBH will set up hot, cold and clean zones. Can decon six patients per hour and handle ambulatory and non-ambulatory.

### **UK HealthCare-Good Samaritan Hospital**

The facility has PPE and pop-up decon setups. Personnel have completed training to perform decontamination.

### **Saint Joseph East Hospital**

St. Joseph East has a dedicated room in the Emergency Department for decontamination and treatment of persons contaminated with hazardous materials. The room has a separate entrance from the outdoors and is isolated from the rest of the Emergency Department. The ED has one negative pressure room. The facility has appropriate PPE and equipment to effectively conduct patient decontamination. Level C decon utilizing PAPRs will be the PPE utilized for first receivers' response. Personnel training is ongoing; all ED employees are trained in equipment setup and policy and procedure. If patient volume necessitates, Saint Joseph East has a portable decontamination shower for decontamination and treatment of persons contaminated with hazardous materials. The shower is assembled just outside the ED under a sheltered entry.

### **Saint Joseph Hospital**

Saint Joseph has a portable decontamination Zumro system™ for patient decontamination. The shower is assembled just outside the Emergency Department. Additionally there is a single shower in the exterior ambulance bay for individual decontamination. The facility has appropriate PPE and equipment to effectively conduct patient decontamination. First Receivers utilize Level C decon with PAPRs as PPE. The ED has five negative pressure rooms within the department to sequester and treat appropriate patients. Competency training as First Receiver is provided 10 times annually with ongoing training as needed; all ED employees are trained in equipment setup and Code Orange policy and procedure.

### **University of Kentucky Hospital**

UKMC Emergency Department maintains a dedicated decontamination room with a separate entrance and is isolated from the main ED. There is also a Mass Casualty Decontamination shower with a separate entrance and isolated from the main ED. The main ED has several negative flow rooms and a surge tent that is climate controlled. The surge tent can also maintain negative pressure if needed. All staff are trained as Hospital First Receivers using Level C PPEs. The ED also has a Special Operations Response Team that serves as the primary response team.

### **Veterans Administration Medical Center (VAMC)**

The Lexington VAMC has a mobile Decon Trailer Unit that has a dedicated area set up outside the ED for patient decontamination. The Decon Trailer has two ambulatory lanes, and one non-ambulatory lane. The Medical Center also has one pop up decon shower in addition to the trailer. VAMC will set up a hot zone, warm zone, and cold zone.

The Medical Center has the appropriate PPE and trained personnel to effectively perform patient decontamination. VAMC continues to conduct ongoing recruitment, training, and exercises for Decon Team Members.

## **XII. Special Needs Facilities**

A special needs facility is one identified by the LEPC as requiring early warning and/or special evacuation assistance in the event of a chemical emergency and may be characterized by one or more of the following:

A sensitive population, such as hospitals, licensed schools, nursing homes, senior citizen housing and licensed day care centers

A provider of essential services, such as hospitals, police and fire stations, emergency response units, and communication centers

A high density transient population, such as auditoriums, stadiums, race tracks, and sites of outdoor events

An essential public service or utility such as electric, telephone, water or wastewater treatment, natural gas, and cable television

### **Population of Concern**

The population of primary concern in any chemical emergency involving the release of an Extremely Hazardous Substance (EHS) is the work force in the immediate area and others within the premises, special needs facilities, and the general public within the defined vulnerability zone (VZ). The special needs facilities and the general public might include people who are more susceptible to chemical exposure than the average person (e.g. the elderly, the young, pregnant women, and those with acute or chronic illnesses). EPA guidance recommends, as one option, the level of concern (LOC) for defining the

VZ as one-tenth the Immediately Dangerous to Life and Health (IDLH) value published by the National Institute for Occupational Safety and Health (NIOSH).

The LOC is defined as the concentration of an airborne EHS that may cause serious irreversible health effects or even death as a result of the exposure for a short period of time. The conservative exposure level for the population must therefore be the first factor taken into consideration when defining a special needs facility within a community. Some emergency planners consider the use of one-tenth of the IDLH as the LOC to be overprotective for local circumstances. The Fayette County LEPC has the option to use a different LOC exposure level to determine an approximation of this value. The current plan uses this LOC for defining the extent of the VZ and the exposure level within the zone.

### **XIII. Reference Documents**

- LFUCG Ordinance 16-A, Hazardous Materials Ordinance
- Chemicals in Your Community, E.P.A
- Public Law 99-499-Oct 17, 1986 Title III-Emergency Planning and Community Right-to-Know
- 1996 Emergency Response Guidebook, D.O.T
- Hazardous Materials Emergency Planning Guide, NRT-1
- Technical Guidance for Hazardous Analysis, E.P.A

## **XIV. Fixed Facilities EHS Plan Numbers**

<b><u>Facility</u></b>	<b><u>Plan Number</u></b>
3M Ceradyne	ESF 10-D-23
American Eagle Airlines	ESF 10-D-57
Ashland, Inc.	ESF 10-D-1
AT&T Corp. – KY 1670 (Alexandria Dr)	ESF 10-D-27
AT&T Corp (Palumbo Dr)	ESF 10-D-28
AT&T Corp. – KY 0251 (Iron Works Pike)	ESF 10-D-59
AVENTICS	ESF 10-D-4
Bluegrass Station	ESF 10-D-5
C.I. Thornburg Co., Inc.	ESF 10-D-33
CarQuest Distribution Ctr	ESF 10-D-30
CKP - Plating Division	ESF 10-D-2
Clark Material Handling Co	ESF 10-D-60
Coca-Cola Enterprises, Inc.	ESF 10-D-34
Costco	ESF 10-D-38
Crop Production Service	ESF 10-D-29
Crown Lift Trucks	ESF 10-D-24
Dixie Consumer Products, LLC	ESF 10-D-45
Equipment Depot	ESF 10-D-20
FMC Lexington	ESF 10-D-63
GE Lexington Lamp LLC	ESF 10-D-22
God's Pantry	ESF 10-D-53
Graham Packaging	ESF 10-D-55
Hewlett-Packard	ESF 10-D-58
Home City Ice	ESF 10-D-13
Home Depot	ESF 10-D-62
IBM	ESF 10-D-35
ITW Powertrain	ESF 10-D-66
J.M. Smucker Co.	ESF 10-D-19
Kearney Hill Golf Links	ESF 10-D-37
Kentucky American Water (Richmond Rd)	ESF 10-D-15
Kentucky American Water (Cedar Creek)	ESF 10-D-14
Kentucky Utilities – Haefling Station	ESF 10-D-61
Lakeside Golf Course	ESF 10-D-40
Lexel Imaging Systems	ESF 10-D-3
Lexmark	ESF 10-D-16
LFUCG Division of Fleet Services	ESF 10-D-44
LFUCG Division of Water Quality	ESF 10-D-17
Link-Belt Construction Equipment	ESF 10-D-36
MCI-LEXGKY	ESF 10-D-51
Parker Hannifin	ESF 10-D-41
S & S Tire	ESF 10-D-54
Safety Kleen Systems, Inc.	ESF 10-D-21
Sam's Club	ESF 10-D-43

Schneider Electric	ESF 10-D-26
Southern States	ESF 10-D-25
Sumitomo Electric Wiring Systems, Inc.	ESF 10-D-42
Sunbelt Rentals	ESF 10-D-56
Tema Isenmann, Inc.	ESF 10-D-39
Time Warner Cable	ESF 10-D-52
Trane	ESF 10-D-48
UK Main Campus	ESF 10-D-47
UK North Farm	ESF 10-D-31
Webasto Roof Systems	ESF 10-D-32
Windstream Alexandria	ESF 10-D-50
Windstream East Co.	ESF 10-D-6
Windstream Elkhorn Co.	ESF 10-D-7
Windstream Lakeside Co.	ESF 10-D-8
Windstream Main Co.	ESF 10-D-9
Windstream North Co.	ESF 10-D-10
Windstream South Co.	ESF 10-D-11
Windstream Southeast Co.	ESF 10-D-12
Windstream UK	ESF 10-D-46
Xerox New Circle Rd	ESF 10-D-68
Xerox Yorkshire Blvd	ESF 10-D-69
Yazaki N American	ESF 10-D-49
Reserved	ESF 10-D-70 – 99

**Additional Plans**

Public Notice  
Hazardous Materials Incident Report Form  
Title III Reporting Form

**Plan Number**

ESF 10-D-100  
ESF 10-D-101  
ESF 10-D-102

**XV. Review and Submittal**

Plan has been reviewed and updated as of the date shown immediately below.

Fayette Local Emergency Planning Committee

  
By: Committee Chairperson

4/1/2016

\_\_\_\_\_  
Date