

Attachment D

Fayette Local Emergency Planning Committee Emergency Response Plan

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

2024

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, 115 schools, 11 hospitals, 80+ shopping centers, 20 nursing homes and over 162 daycare centers.

Transportation in and out of the area includes a regional airport called Blue Grass Field, two railway companies, Norfolk Southern Railway System, CSX, 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-four (24) fire stations are located strategically throughout the county. The Lexington-Fayette Urban County Government employs over 600 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 residents 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.

CAS # Chemical Abstract Service Number

CERC Commonwealth Emergency Response Commission

CERCLA Comprehensive Environmental Response Compensation and Liability Act of 1980, 42 U.S.C. Section 9601, et. seq.

CHEMTREC Chemical Transportation Emergency Center

EOC Emergency Operations Center

EPA Environmental Protection Agency

ERT Emergency Response Team

DEM Division of Emergency Management

ICS Incident Command System

LEPC Local Emergency Planning Committee

LFUCG Lexington-Fayette Urban County Government

SDS Safety Data Sheets

NRC National Response Center

SARA Superfund Amendments and Reauthorization Act of 1986 P.L. 99-499 (Oct 17, 1986)

SCBA Self Contained Breathing Apparatus

SIC Standard Industry Classification

SOP Standard Operating Procedures

EHS Extremely Hazardous Substance

PPE 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 via the Tier II Manager system. Reports do not need to be mailed to the State Emergency Response Commission, Local Emergency Planning Committee and Fire Department individually as Tier II Manager is a one-stop-shop.

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.

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) 859-280-8062
- 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) 859-280-8062
- 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. 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 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:

1. Alertus Beacons

Web-based software housed on a server located at UK that allows us to send a customized dispatch using scrolling text, sounds, and visual alerts on beacons stationed in large public venues without access to radio, TV, or weather radios. The system is configured to automatically dispatch CAP and NOAA weather alerts (including flash floods) across all (or designated) beacons.

2. AM Radio 1620

Radio Lexington, located at 1620 on the AM dial, provides current information to residents and people driving through Lexington. Emergency broadcasts will include evacuation information, traffic and road closures, locations of shelters, and decontamination information. Non-emergency information will include traffic conditions, parks and recreation programming, and special events schedules. Programming is automatically interrupted by NOAA weather alerts. Each alert is configured to run non-stop for 10 minutes before returning to regular programming.

3. BGANS Phone

The Bluegrass Army Depot (BGAD) has installed a “hot-line” ring-down system, Blue Grass Alert Notification System (BGANS), to connect the BGAD, Madison County EOC/alternate EOC (Berea EOC), State EOC and PAZ and support county EOCs. This system allows simultaneous notification among all parties and is independent of the commercial telephone switching system.

4. Emergency Alert System (EAS) / Integrated Public Alert and Warning System (IPAWS)

IPAWS has modernized and diversified the EAS alert and warning infrastructure. It integrates new and existing public alert and warning systems and technologies to include as many forms of communication as possible (radio, television broadcast, NOAA Weather radio, Internet-based systems, cellular telephone, and other dissemination services). The new digital technologies **do not replace** the EAS system; they **augment** the system.

IPAWS is activated by the National Weather Service through the appropriate NOAA Weather Radio stations including NWS All-Hazards Emergency Message Collection System (HazCollect); or authorized message originators (such as KYEM).

The primary feed the DASDEC monitors in Lexington Fayette is from the NWS in Louisville for the 021067 SAME code. When an emergency alert is received, an incoming audio alert is heard on the internal speaker and a blue strobe lamp flashes to allow visual notification. A report is generated on the printer.

5. Emergency Notification System (ENS)

The emergency notification system is a high-speed notification technology which allows you to manage contact information and launch emergency or routine call- outs from any computer with Internet access or from any phone. The system contacts individuals via phone, email, PDAs, pagers, SMS text messaging devices or fax. It also allows documents to be delivered as an attachment via email and/or fax.

In addition, the emergency notification system includes a GIS feature. This technology provides users secure access to their map layers for easy geographic selection of areas requiring notification. Users find their specific notification areas; select locations of any size or shape; and then activate the scenario(s).

6. Outdoor Emergency Warning Siren System

Lexington Fayette has an Outdoor Emergency Warning Siren System. The sirens are activated by radio signal, Police channel 7. The activation transmitters are located at the PSAP located at 150 E Main Street and at the PSOC located at 115 Cisco Road.

7. Madison County/CSEPP Radio

The Madison County/CSEPP radio is a backup system on which community emergency information is put out. The setting should be on M-CSEPP - CSEPP ER.

VI. By-Laws

1. ADOPTION HISTORY

1. 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.
2. Initially Adopted: Adopted January 13, 1989
3. Updated:
 - i. Revised October 12, 1989
 - ii. Revised March 21, 1991
 - iii. Revised April 17, 1992
 - iv. Revised September 17, 2010
 - v. Revised January 18, 2013
 - vi. Revised September 13, 2023

2. ARTICLE I: NAME

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

3. ARTICLE II: MISSION

1. Provide guidance to all owners and operators of facilities that are subject to the OSHA Hazardous Communications Standard so that reporting and documentation is completed in a timely fashion.
2. Develop and implement a community emergency response plan for releases of Extremely Hazardous Substances.
3. Provide an interface between facilities handling EHS and the public.
4. Provide education for appropriate protective actions to the community.

4. ARTICLE III: PURPOSE

1. 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.

5. ARTICLE IV: MEMBERSHIP

1. Composition
 - i. The Fayette LEPC shall be composed of members appointed by the Kentucky Emergency Response Commission (KEREC) 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, firefighting, 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
 - i. The term of appointment of Fayette LEPC members shall be for such a period as designated by the Kentucky Emergency Response Commission though not to exceed four years except by reappointment.
3. Vacancies/Substitutions
 - i. 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 Kentucky 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 Kentucky 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

- i. 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.
- ii. 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-Chairman 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.

5. Executive Committee

- i. The management and conduct of the business of the Fayette LEPC shall be vested in an Executive Committee composed of the Co-Chairman 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.

6. Subcommittees

- i. The Chairman of the Fayette LEPC may appoint members and co-Chairman 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.

7. LEPC Member Expectations

- i. Membership entitles members to receive notification of meetings, copy of minutes and opportunity to participate in activities, committees, and discussions. Members shall support the purpose of LEPC, keep informed and participate when possible in meetings and activities. Only active/voting members may vote.

8. LEPC Member Communications

- i. LEPC Members will be notified of upcoming meetings, events, and any other information pertaining to the LEPC through email and the Fayette LEPC

website.

6. ARTICLE V: OFFICERS and DUTIES

1. Elected Officers

- i. 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.
- ii. 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.

2. Duties of Elected Officers

- i. **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.
- ii. **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.
- iii. **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 KERC guidelines. The Secretary may assume the responsibilities of the Custodian of Records for any length of time during the vacancy of the Custodian of Records Officer position.
- iv. **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.
- v. **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.

- vi. 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.
- vii. 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-Chairman of mechanisms for complying with public notice requirements; and shall perform such other duties as the Chairman may designate.

7. ARTICLE VI: MEETINGS

1. Regular Meetings

- i. 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.

2. Special Meetings

- i. 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.

3. Executive and Subcommittee Meetings

- i. 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.

4. Open Meetings

- i. Committee business shall be conducted in compliance with the KRS 61.800, "Open Meetings of Public Agencies," and KRS 61.870, "Open Records of Public Agencies."

5. Yearly Meeting Schedule

- i. Regular meetings will be held as determined by the Chairman. A calendar will be proposed by the Secretary and approved by the members each October. A public notice stating the dates, times, and location of LEPC regular meetings shall be posted within ten days after the first meeting of each calendar or fiscal year. The LEPC shall hold meetings of its members at least quarterly.
6. Meeting Times
 - i. Meeting times will be communicated to the LEPC members via e-mail, written notice, through a regular publication, or by a newsletter of the organization.
7. Cancellation of a Meeting
 - i. In the event of a Regular or Special Meeting cancellation the Chairman or Secretary will send out an email to all members informing them of the cancellation. If the meeting is going to be rescheduled that will also be communicated.
8. Quorum
 - i. 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.
9. Agenda
 - i. Each regular and special meeting of the body shall have an agenda. Those who wish to be added to the meeting agenda shall contact the secretary to request inclusion on the agenda. The secretary shall confer with the Chairman, and the Chairman shall determine the final content of the agenda.
 - ii. At least 48 hours prior to a regular meeting, and at least 24 hours prior to a special meeting, a meeting agenda shall be posted on the county LEPC web page. The agenda must also be made available to any person who requests such agenda prior to the meeting.
 - iii. Non-Member Agenda Requests
 1. Those who wish to be added to the meeting agenda shall contact the secretary to request inclusion on the agenda. The secretary shall confer with the Chairman, and the Chairman shall determine the final content of the agenda.
10. Notice of Meeting
 - i. The Chairman or Secretary of the LEPC shall deliver notice of the membership meeting to each record member via e-mail, written notice, through a regular publication, or by a newsletter of the organization. The notice must be given in a fair and reasonable manner; it must be in writing and state the place, day and hour of any monthly, annual or special membership meeting.
11. Rules of Order
 - i. The decisions of meetings of the LEPC shall be made by consensus when possible. However, if a consensus cannot be reached, decisions shall be made using Robert's Rules of Order, Newly Revised.
12. Minutes of Meetings

- i. Accurate minutes of Fayette LEPC meetings shall be recorded and shall include, but not limited to a record of votes, a record of attendance, and a narrative summary of the discussions. Copies of minutes shall be kept by the Secretary and Custodian of Records. Minutes from the previous meeting shall be made available and read and approved at each meeting.

13. Public Comments

- i. Public comments concerning the Emergency Response Plan, or LEPC activities in general are welcome. The Emergency Response Plan will be open for discussion at every LEPC meeting.
- ii. Members of the public may make comments during discussion of each agenda item before any action is taken by the public body. By majority vote, the voting members may close public comment on an item.
- iii. LEPC Responses
 1. Comments or questions directed to the LEPC will be answered in writing within 14 working days, after appropriate coordination.

8. ARTICLE VII: VOTING

1. Executive Committee

- i. 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.

2. Subcommittees

- i. 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.

3. Resolutions and Motions

- i. A motion during an Executive and Full Committee meeting is a formal proposal by a member, that the assembly take certain action. All motions shall be followed by a second put forth by a member.
- ii. A resolution to a motion will be recorded in the meeting minutes.

4. One Vote Each

- i. The voting on all questions coming before the Fayette LEPC shall be by yea or nay, or a show of hands, unless action is taken for a roll call vote on any particular matter. Each member may cast one vote on business items. In the event a member is unable to attend, the organization which that member represents may designate by written letter or email a substitute representative for that particular meeting, thereby delegating the member's right to move, second or vote on behalf of that particular substitute person. Email correspondence counts as written notification. Furthermore, the substitute representative's attendance may be counted as a

regular member when it is to be determined whether a quorum is in attendance. The Chairman will typically not cast a vote unless a voting result ends in a tie. Then the Chairman shall act as a tie-breaking vote in general membership issues.

5. Abstentions

- i. Members may register their abstention on any vote, which shall be reflected in the minutes.

6. Conflict of Interest

- i. Where a member, or their organization, stands to gain personally or financially from any matter requiring a vote, they shall disclose such interest and abstain from voting. In the interest of public integrity, members should avoid even the appearance of a conflict when possible.

7. Roll Call Votes

- i. The voting on all questions coming before the Committee shall be yea or nay, or a show of hands, unless action is taken for a roll call vote on a particular matter. If a roll call vote is approved, the yeas and nays shall be recorded in the minutes of such meeting.

9. ARTICLE VIII: DUTIES OF THE LEPC

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

- i. To prepare and update an Emergency Plan in accordance with Section 303 of the Act and KRS 39E.
- ii. 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.
- iii. 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.
- iv. 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.

2. Development of Plans

- i. The Fayette LEPC will assist all agencies and covered facilities in the development of hazardous materials response plans.
- ii. Plan Review
 1. All emergency response plans for the LEPC facilities will be reviewed and approved by KERK.

3. Training Requirements

- i. One designee from the Fayette LEPC will attend the new Tier II Manager Program for LEPCs and EM staff training offered by KERCC Staff. This designee will be appointed by the LEPC Chairman to serve as the LEPC's Tier II Manager.
 - ii. There will only be one Tier II Manager user account at the Fayette LEPC. It is the responsibility of the LEPC Chairman to designate the Tier II Manager user.
 - iii. 859-258-3600
4. Adopt Policies
- i. If the purpose of a meeting is to amend bylaws or adopt policies a copy or summary of information to be presented shall be sent prior to the meeting.

10. ARTICLE X: PUBLIC COMMUNICATIONS

1. Notification of LEPC Activities
 - i. Annually the Fayette LEPC shall publish in a local newspaper of general circulation in Fayette County a notice that the emergency response plan, and inventory forms have been submitted to KERCC under EPCRA, Section 324(b), and that follow-up emergency notices may be issued. The notice shall also announce that members of the public who wish to review any plan, sheet, form, or follow-up notice may do so and state the location where these documents are available.
2. Facility Tier II Submission
 - i. Any person may obtain Tier II inventory forms for a specific facility or any other non-confidential information in the possession of the Fayette LEPC in the following manner:
 1. By mailing or delivering a request in writing to the Fayette LEPC, or
 2. By submitting a written request in person during normal working hours at DEM. The person making the request shall pay the reasonable expense of photocopying and researching the documents requested in accordance with the Kentucky Open Records Act.

11. ARTICLE XI: PUBLIC AVAILABILITY

1. Repository of Documents
 - i. The Lexington-Fayette County Division of Emergency Management at 115 Cisco Road, Lexington KY, 40504 will be the repository for all documents submitted to the Committee pursuant to the provisions of SARA Title III and the Kentucky Access to Public Records law.
2. Availability of Documents to the Public
 - i. Receiving & Processing Requests
 1. The Chairman will designate an information coordinator to respond to requests for information from public (e.g.: MSDS, chemical inventory forms, minutes of LEPC meetings, and emergency response plans).

- ii. Emergency Plan Distribution
- 1. The Fayette LEPC Emergency Plan will be distributed annually on the Fayette LEPC website. The Emergency Plan is included within DEM's EOP in the Emergency Support Function 10 HazMat section. DEM's EOP is located on DEM's website for public distribution.
- 3. LEPC Records
 - i. It is KERC Policy that records generated by the Fayette LEPC are considered to fall under the general federal statute of limitations of five (5) years in accordance with 28 U.S.C 2462.

4. APPENDIX – CONTACT INFORMATION

- i. Web Pages
 - 1. [Fayette Local Emergency Planning Committee | Lexington Emergency Preparedness \(fayettelepc.com\)](http://www.fayettelepc.com)
- ii. Official Address
 - 1. 115 Cisco Road Lexington Kentucky 40504
 - 2. Hours of Operation
 - a. Monday – Friday 8:00am to 4:00pm
- iii. Email
 - 1. awalo@lexingtonky.gov
 - 2. fayettekylepc@gmail.com
- iv. Office Phone
 - 1. 859-280-8062
 - 2. 859-280-8080

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 Boulevard - 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 Paint

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
- Notification to the public
- Custodian of records
- Activation of EAS warning system, IPAWS/WEA, and Outdoor Siren Warning system.

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

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. 23-2013, §§ 1—25, *adopted Mar. 7, 2013 Sec. 16A-9*, the Hazardous Materials Commander (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— 24 engines, seven ladders, six reserve and training engines, three reserve and training ladders ten supervisor cars

Emergency Medical—12 emergency care units, three reserve unit, 3 surge units

Special Response Vehicles—multiple Special Response (HazMat), two SCBA support, mobile command post, heavy rescue, two swift water rescue, one dive rescue, two rural mini-pumper, regional mass casualty unit.

Personnel

Over 600 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 face piece. 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 HazMat 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 January 2021, 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 incidents of decontamination (six patients per hour). No medical facility has the capability of Mass Decontamination.

Baptist Health Hospital

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. Has the ability to 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 Responders 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