

Chair,
Randy Sawyer

The Mission of the CAER
Emergency Notification
Committee is to improve
emergency notification,
including the Community
Warning System and other
mechanisms used to make timely
and consistent notifications to
agencies and the community,
during an incident involving
hazardous materials. The
Committee will identify
problems associated with
emergency notifications and
establish/ recommend policy for
hazardous material incidents.

Objectives:

[Work with Review as needed](#)
Contra Costa County's [s-in](#)
[refining the](#) Notification Policy

Review public notification after a
Level 2 or 3 incident for [learning](#)
[— tools, messages, siren](#)
[sounding lessons learned for](#)
[improving hazardous material](#)
[incident notification](#)

Assist the facilities without CWS
equipment in hazardous
materials release notifications

Monitor and improve the model-
training program for the CWS

[Develop Promote](#) and support
[training programs for All](#)
Hazards [Emergency](#)
[Notification approach](#) in the
County

[Review New](#) notification/ alert
technology [review](#)

[Promote Regular](#) drills and
exercises

Facilitate and improve interface
among emergency responders
dealing with notification of
hazardous material incidents

[Develop a process for](#)
[reclassifying an incident](#)

[Increase Facilitate](#) stakeholder
participation

Stakeholders include:

- ❖ Industries that handle hazardous materials
- ❖ Agencies
 - Hazardous Material Response Teams
 - Fire
 - BAAQMD
 - Law Enforcement
 - State Agencies dealing with Hazardous Materials
 - Federal Agencies dealing with

In attendance: Art Botterell, Katherine Hern-CWS, Nancy Ross-Tesoro, Efraim Petel-Hormann America, Scott Etzel-Dow Chemical, Tony Semenza-CAER, Kathy Gerck-Richmond OES, Michael Kent-CCHS, Shell Rep, Contra Costa Fire Rep, Lynley Harris – Shell, Gillian Graham – Contra Costa County Fire Protection District

CWS Update – Art Botterell

- Art gave an update on the Port Costa siren. The siren is in place and running. They are currently working on a program where the siren will only sound for emergencies.
- Bethel Island update – two sirens are up and currently not yet running. There is a memorandum of understanding that is being circulated through county counsel. Efraim was able to get the Coast Guard to allow the CWS to use Channel 16 to notify boaters during a siren sounding event in Bethel Island. We are currently seeing if this can be expanded to the rest of the county.
- Square Loop – the pilot program for cell phone technology – contract is being looked at by county counsel. We hope to have this program up and running sometime later this year.
- The Wizard design that was developed by Hormann American to be used on the CWS terminals is on hold at the present time.
- Pilot test for instant messaging between each terminal – waiting for DLS line to be installed at the Health Services office.

Follow-up on the CWS next generation interface using CAP

- The meeting originally scheduled between Randy Sawyer, Kathy Gerck and Nancy Ross was cancelled and Randy will work to get it re-scheduled.

Pre-start Up Safety Checklist

- This has to deal with developing a management of change checklist to be used as a communications tool. Scott Etzel from Dow presented the group with a draft of a proposed checklist. There was a discussion with many of the members participating on some of the concerns and issues surrounding this matter. Art Botterell talked about a process called WICI that edits documents and only shows you the latest version but you are also able to look at history if so needed. After the discussion the rep from Shell said that she would develop some definitions and present them at the next meeting for an ongoing discussion.

Review the Teams Mission Statement and Objectives

- At a prior meeting Randy had asked the group to review the Mission Statement and Objectives and be prepared to discuss them at this meeting. The members looked at the information and feel that the Mission

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Statement and Objectives look good. One change that was recommended under the Objectives was to change the first item to read: *Review as needed Contra Costa County's Hazardous Material Notification Policy.*

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Objectives:

[Work with Review as needed](#)
Contra Costa County's [in refining the](#) Notification Policy

Review public notification after a Level 2 or 3 incident for [learning — tools, messages, siren sounding lessons learned for improving hazardous material incident notification](#)

Assist the facilities without CWS equipment in hazardous materials release notifications

Monitor and improve the model-training program for the CWS

[Develop Promote](#) and support [training programs for All Hazards Emergency Notification approach](#) in the County

[Review New](#) notification/ alert technology [review](#)

[Promote Regular](#) drills and exercises

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Status of Follow-Up Items

- Reclassifying an Incident – the group feels that this should be removed from the list.
- Police and Fire Training Academy CWS Module – to be discussed at next meeting
- Emergency Notification – No Change
- Tollbooth Notifications - a lengthy discussion was held regarding this issue. CAER is working with Hormann America to provide NWS radio to the Benicia Bridge tollbooth. Because the tollbooth was moved from the north end to the south end of the bridge there is the potential for greater exposure to toll takers because of the proximity to Rhodia's facility as well as to Tesoro storage tanks. There currently is no requirement for Rhodia or any other facility to make notification directly to the tollbooth. Rhodia does have the telephone number of the tollbooth. The group wanted to have someone from CHP to come to the next meeting to discuss how notifications to the tollbooth are being conducted to either shelter-in-place or evacuate the tollbooth. Also, the question was raised as to whether or not Rhodia's RMP has been changed since the relocation of the tollbooth.

General Discussion

Shell needs a copy of the drill schedule for the remainder of 2008.

Michael Kent provided the group with a letter "Improving Community Warning for Non-English Speakers in Contra Costa County" – a one-page summary of where the county is regarding this issue.

Kathy Gerk reported that Richmond's TIS system is back up and running. She has been working with Efraim to achieve this.

Art talked about a contract that was let by the Super UWASI to study special needs population on notification.

Next Meeting: The next scheduled meeting is for April 29, 2008. The meeting will be at 11:00 AM at the Sheriff's Emergency Preparedness Offices, 50 Glacier Drive, Martinez.