

DUTCHESS COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE



HAZARDOUS MATERIALS
COMMUNITY EMERGENCY RESPONSE PLAN

Reviewed by Dutchess County LEPC,
Jim Kelly, LEPC Chairman

Adopted: October 1, 2018
January 10, 2019

Promulgation Page

MISSION

Dutchess County must be able to implement a hazardous materials response efficiently and effectively to ensure the safety of its citizens. The Dutchess County Local Emergency Planning Committee (LEPC) Hazardous Materials Community Emergency Response Plan provides planning and response guidance for managing all incidents involving hazardous materials within Dutchess County.

The mission of this plan is to:

- Establish a strategy to minimize the adverse effects of hazardous materials upon life, health, property and the environment.
- Identify community resources for emergency planning, response, and recovery activities.
- Coordinate an effective and efficient response to a hazardous materials incident.
- Establish a community hazardous materials response plan for inclusion in Dutchess County Comprehensive Emergency Management Plan.

HANDLING INSTRUCTIONS

This document is entitled the Dutchess County LEPC Hazardous Materials Community Emergency Response Plan. All associated appendices, attachments, and supplemental documents should be safeguarded, handled, transmitted, and stored in accordance with appropriate security directives. Changes to this document, in whole or in part, without prior approval from the Dutchess County LEPC, is prohibited.

Questions or concerns related to this document should be directed to the following point of contact:

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DISCLAIMER: The Dutchess County Local Emergency Planning Committee (LEPC) Hazardous Materials Community Emergency Response Plan represents the general organization and operation of the Dutchess County LEPC and how it might be modified in the event of an emergency involving hazardous materials. This plan serves as a guideline and may be modified by the LEPC Coordinator and/or LEPC Chair or designee as appropriate. This plan does not create any right or duty that is enforceable in a court of law.

Plan Revision History

DATE	UPDATE	NAME
1988	Plan Review and Update	Susan Thompson, Chair
2000	Plan Review and Update	W. Stephen Capowski, Chair
2002	Plan Review and Update	Susan Thompson, Chair
2004	Community Outreach Section Plan Sections Update	W. Stephen Capowski, Chair
2005	Plan Review and Update	Joan Carter, Chair
2008	Plan Review and Update	Susan Thompson, Chair
2018	Plan Review – All Sections	Jim Kelly, Chair
2019	Plan Review and Update All Sections	Jim Kelly, Chair



Contents

Promulgation Page i

 Mission..... i

 Handling Instructions i

Plan Revision History ii

Contents..... iii

1 General Planning Considerations 1

 1.1 Purpose..... 1

 1.2 Scope..... 1

 1.3 Authority 1

 1.4 Objectives..... 2

 1.5 Situation and Assumptions..... 2

 1.5.1 Situation 2

 1.5.2 Assumptions..... 3

2 Preparedness..... 4

 2.1 Hazard Analysis 4

 2.2 Facility Planning 4

 2.2.1 Facilities Not Regulated by SARA Title III..... 4

 2.2.2 Facilities regulated by SARA Title III 4

 2.3 Training and Exercises 5

 2.3.1 Training..... 5

 2.3.2 Exercises..... 5

3 Response 6

 3.1 Organization..... 6

 3.2 Facility Reporting..... 6

 3.2.1 Reporting Requirement 6

 3.2.2 Follow-Up Notice..... 7

 3.3 Notification and Alerting 7

 3.4 Direction and Control..... 8

 3.4.1 Incident Commander (IC) 8

 3.4.2 Unified Command..... 8

 3.4.3 Dutchess County LEPC Coordinator (County Emergency Manager)..... 8

 3.4.4 Dutchess County Emergency Operations Center (EOC)..... 8

 3.5 Site Control 9

 3.6 Information and Resources..... 9

 3.6.1 Obtaining Hazard and Handling Information..... 9

 3.6.2 On-Scene Measurements..... 9



3.6.3 Weather 9

3.6.4 Expertise..... 10

3.7 Emergency Medical Services 10

3.8 Public Information and Public Alerting 10

 3.8.1 Methods of Public Alerting 10

 3.8.2 Components of a Public Alert Message may include:..... 11

 3.8.3 Participating Entities 11

3.9 Protective Actions (In-Place Sheltering and Evacuation) 11

 3.9.1 Evacuation..... 11

 3.9.2 Shelter-In-Place..... 12

 3.9.3 Implementation of Protective Actions..... 12

 3.9.4 Family Assistance Centers 12

3.10 Additional Response Resources Available to Dutchess County, Upon Request 12

4 Recovery 13

 4.1 Cleanup and Disposal..... 13

 4.2 Relocation and Re-entry..... 13

 4.2.1 Relocation..... 13

 4.2.2 Re-entry..... 13

 4.3 Incident Evaluation 14

5 Plan Maintenance 15

Appendix 1: Title III Section 302(C) Facilities Emergency Information 16

Appendix 2 : Electronic Submission 17

Appendix 3: Membership Roster 18

Annex 1: By-Laws of the Dutchess County Local Emergency Planning Committee.....19



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1 GENERAL PLANNING CONSIDERATIONS

1.1 PURPOSE

The Dutchess County LEPC Hazardous Materials Community Emergency Response Plan establishes guidelines under which Dutchess County will operate in the event of a hazardous materials incident. This plan is designed to prepare Dutchess County for an incident response and to minimize the exposure to, or damage from, materials that could adversely impact human health and safety or the environment. This document outlines the roles, responsibilities, procedures and organizational relationships of government agencies, non-for-profit organizations, and private entities, when responding to, and recovering from a hazardous materials event.

This Plan has been prepared by Dutchess County Local Emergency Planning Committee (LEPC) to meet statutory planning requirements of the Federal Superfund Amendments and Reauthorization Act of 1986, SARA, Title III.

1.2 SCOPE

The Dutchess County LEPC Hazardous Materials Community Emergency Response Plan is an annex to the Dutchess County Comprehensive Emergency Management Plan (CEMP). Other annexes of the CEMP, the Dutchess County Department of Emergency Response (DER) policies, plans, and policies developed by the Dutchess County Hazardous Materials Response Division, and additional agency and department policies, procedures, and standard operating guidelines, may be referenced in this plan or utilized during an event.

This plan may serve as guidelines for local, state and federal agencies and private organizations responding to a spill, release or threat of release of hazardous materials into the environment. The plan applies to both accidental and intentional releases, from a fixed operating facility, critical infrastructure involving one or more of the transportation modes, or as a result of a criminal act.

This plan is structured to quickly adapt to, and meet the challenges of, emergency response situations by adopting the National Incident Management System's (NIMS) consistent and flexible framework. NIMS provides a framework within which government and private entities at all levels can work in a coordinated manner to manage incidents. This framework facilitates adjusting, tailoring, and transitioning response operations to effectively address accidental hazardous materials incidents, criminal acts (e.g., environmental crimes, drug labs), and threatened, suspected, and actual acts of terrorism, involving chemical, biological, radiological, nuclear, and explosive (CBRNE) substances.

1.3 AUTHORITY

This plan has been developed in accordance with:

- 40 CFR Parts 355 – 370, SARA, Title III, 302, 303, 304, 311 and 312 of the Emergency Planning and Community Right-To-Know Act (EPCRA).
- Dutchess County Department of Emergency Response Hazardous Materials Response Division Plan. Maintained by the Dutchess County Department of Emergency Response.



- Dutchess County Department of Behavioral and Community Health Hazardous Materials Emergency Response Plan & Agency Procedures. Maintained by the Dutchess County Department of Behavioral and Community Health
- Dutchess County Comprehensive Emergency Management Plan (CEMP). Maintained by the Department of Emergency Response.

1.4 OBJECTIVES

The objectives of the Plan are to:

- Establish guidelines to provide for a coordinated effort on the part of the County, its communities, and industry in response to a hazardous materials emergency to minimize hazards to life and property.
- Identify emergency response organizations, equipment and other resources which can be employed during such a response.
- The LEPC will maintain a chemical inventory and information database for reporting facilities in an electronic format, and assist local agencies with access to this information.

1.5 SITUATION AND ASSUMPTIONS

1.5.1 SITUATION

- A hazardous materials incident can occur anywhere within Dutchess County and involve any potentially hazardous material.
- The LEPC supports county-wide planning in addition to the site-specific planning by businesses and industries that use hazardous materials. The Dutchess County Department of Emergency Response may assist the lead agency to provide for mitigation, preparedness, response, and recovery programs, activities, and operations in support of the lead agency.
- The citizens of Dutchess County are best served when response capabilities meet a broad range of hazards. To that end, the concepts within this plan are predicated upon the all-hazards approach adopted by the CEMP. Many functions, overall incident management strategies, and operations are detailed further in the CEMP and therefore are not repeated here.
- History shows that the majority of hazardous materials incidents present no health hazard beyond the immediate site of a release. The generally low incident rate is due in part to the controls that many facilities employ and the community response capabilities developed by jurisdictions. The Dutchess County LEPC Community Hazardous Materials Response Plan addresses incidents that may have an adverse environmental and/or health impact.
- A hazardous materials incident may be concurrent with another emergency, in which case the hazardous materials operations may be integrated within the overall response. Examples of these emergencies could include a plane crash, train derailment, natural disaster, or acts of terrorism.



1.5.2 ASSUMPTIONS

- The Dutchess County Department of Emergency Response and the Dutchess County Hazardous Materials Division's approach supports response capabilities for all chemical and physical hazard types, instead of targeting a list of particular chemicals.
- Because transportation routes carry hazardous materials throughout Dutchess County on a daily basis, the entire County could experience an incident involving a hazardous materials release.
- U.S. Environmental Protection Agency (EPA) guidance is limited to Extremely Hazardous Substances (EHS), and does not address other hazardous materials that may pose hazards to the community.
- All hazardous materials operations will be carried out in compliance with Occupational Safety and Health Administration (OSHA), and/or NYS Department of Labor Public Employee Safety and Health Bureau (PESH) requirements.



2 PREPAREDNESS

Preparedness involves actions designed to save lives and minimize damage. The primary purpose of preparedness efforts are planning and training for appropriate response prior to an emergency.

2.1 HAZARD ANALYSIS

Transportation systems that may carry hazardous materials throughout the County include, but are not limited to the following:

- Federal State and County Highways
- Local Roadways
- Rail: passenger and commercial
- Marine: Hudson River
- Aviation: recreational, agricultural, cargo and commercial

An incident could occur anywhere in the County – at a fixed facility that may or may not be subject to the planning requirements of SARA Title III, during hazardous materials transportation, or as an intentional act. Further, the incident might involve material(s) on the Extremely Hazardous Substances list, and/or a “non-listed” hazardous material that poses a threat to the community.

An incident in a neighboring county may also impact Dutchess County. Likewise, large incidents outside of Dutchess County may prompt mutual aid. For example, crude oil that is transported by rail in large quantities from counties contiguous to Dutchess County, could require action or prompt requests for mutual aid by Dutchess County.

Any part of Dutchess County may be subject to contamination during a release of a hazardous material in transit. Therefore, for the purposes of this plan and its activities, the entire County of Dutchess is vulnerable to a hazardous materials incident. Specific vulnerability zones will be determined by personnel on-scene at the time of an incident, as discussed in the Assessment and Evaluation section of this annex, with support from the County Emergency Operations Center, if necessary.

2.2 FACILITY PLANNING

2.2.1 FACILITIES NOT REGULATED BY SARA TITLE III

- It is recommended that facilities provide visible signage with 24/7 contact information, including who can provide information about any hazardous materials on-site.
- It is recommended that facilities establish internal procedures for site evacuation in the event of a hazardous materials incident consistent with OSHA/PESH requirements for Emergency Action Plans.

2.2.2 FACILITIES REGULATED BY SARA TITLE III

- As per SARA Title III, prepare both an analysis of hazards at the facility (“Facility Hazard Analysis”), and response procedures for those hazards (“Facility Response Procedure”). Copies should be submitted to the LEPC, the State Emergency Planning Commission, and the local fire department.



- Comply with the applicable SARA reporting requirements and OSHA regulations.
- Participate in training programs as identified in the “Training and Exercising” section of this plan.
- Designate officials (more than one is desired to ensure 24/7 availability) who are capable of participating as a facility representative to the Incident Command Post (ICP). This person will have information and the authority to:
 - Identify the location, type, and quantity of hazardous/flammable chemicals or materials
 - Provide Safety Data Sheet (SDS) information and technical data on properties of the chemicals or materials present
 - Implement the Emergency Action Plan for the facility (Facility Emergency Contingency Plan), if applicable and available

2.3 TRAINING AND EXERCISES

2.3.1 TRAINING

SARA Title III Section 303(c)(8) of Title III requires that those responsible for implementing chemical emergency plans be provided training opportunities that enhance local emergency response capabilities. Dutchess County may utilize courses sponsored by the Federal and State governments, as well as private organizations in fulfilling this requirement. Dutchess County may schedule courses that address the unique concerns and needs for the local hazardous materials preparedness program. Local agencies and facilities may also schedule courses to address the unique concerns and needs of the local hazardous materials preparedness program.

The Dutchess County Department of Emergency Response and the Dutchess County LEPC support a comprehensive training program for local and county response personnel and emergency staff to ensure a safe and effective response to hazardous materials incidents.

Training requirements are established by state and federal regulations. Absent of such criteria, in-service training is based on the level of knowledge or skill required to perform the tasks associated with the job assignment.

2.3.2 EXERCISES

The LEPC supports a comprehensive exercise program to effectively implement and evaluate the Dutchess County LEPC Hazardous Materials Community Emergency Response Plan.

Exercises (seminar, workshop, tabletop, game, drill, functional, or full-scale) may be designed, delivered, and evaluated by the LEPC Coordinator, or a designee. Exercises will comply with the Homeland Security Exercise and Evaluation Program (HSEEP) guidance. All exercises will include a hot wash immediately following exercise play. An AAR/Improvement Plan (IP) will be developed following all exercises. The AAR/IP will document exercise successes, noted improvements to be considered, and remaining issues to be addressed.



3 RESPONSE

A hazardous materials incident may require a broad range of on-scene response personnel and agencies, including but not limited to, local fire, police, EMS, the Dutchess County Department of Emergency Response, the Dutchess County Hazardous Materials Division, Dutchess County Department of Behavioral and Community Health, New York State Department of Environmental Conservation, and other specialized units and/or state resources, as required.

Responses to hazardous material incidents shall be consistent with applicable OSHA and PESH standards.

3.1 ORGANIZATION

- As with all emergencies, and consistent with New York State “home-rule” municipal laws, the local public safety agency (e.g., fire department and police department) will serve as the Authority Having Jurisdiction (AHJ) and lead response and recovery efforts.
- The Chief Elected Official has the authority to declare an emergency, under NYS Executive Law, Article 2B, and direct resources to support any hazardous material emergency.
- To ensure rapid response and the efficient application of response capabilities to hazardous materials emergencies, the County can, upon request, deploy specialized Hazardous Materials Division personnel and equipment to reported hazardous materials incidents. These procedures do not remove the authority or responsibility of the lead local agency.

3.2 FACILITY REPORTING

Primary emergency response is most effective when the community receives prompt notification of an incident. This section provides guidance to facilities and stresses the critical need for prompt and accurate reporting.

3.2.1 REPORTING REQUIREMENT

A facility must immediately report the release of a reportable quantity of a hazardous substance or extremely hazardous substance when it is released into the environment (EPCRA §304, 40-CFR§355.40). The report is to be made by calling each of the following:

- **9-1-1** to notify the local emergency responders (fire, EMS, and law enforcement).¹
- **1-800-457-7362** New York State Department of Environmental Conservation
- **1-800-424-8802** US EPA National Response Center

¹ This section merely reflects the requirements of EPCRA 304, 40 and CFR 355.40. It does not outline all actions, notifications, or agencies notified or dispatched by the Dutchess County 9-1-1 Communications Center.



3.2.2 FOLLOW-UP NOTICE

As soon as practical thereafter, a written, follow-up emergency notice shall be submitted to:

Dutchess County Department of Emergency Response
Local Emergency Planning Committee
392 Creek Road
Poughkeepsie, NY 12601
Office: (845) 486-2080
Fax: (845) 486-3998

NYS Spill Response Commission | Bureau of Spill Prevention & Response
State Emergency Response Commission (SERC)
625 Broadway, 11th Floor | Albany, NY 12230-7060

Note: This section is intended to facilitate emergency response and does not guarantee compliance with reporting requirements under any other environmental or health and safety law. There may be other applicable reporting requirements depending on the circumstances of the release.

3.3 NOTIFICATION AND ALERTING

All releases of a chemical, subject to SARA Title III, exceeding the reportable quantity (RQ), within all facilities, must make the required notifications:

- New York State Department of Environmental Conservation (DEC)
- United State Coast Guard (*if applicable*)
- US EPA National Response Center

The facility, if necessary, may contact local 911 if an imminent threat to public health, safety, and the environment exists. Federal, State, and Local Agencies may also be notified.

The Dutchess County Emergency Response Commissioner, County Emergency Manager, and the State Watch Center will be immediately notified when a release of an extremely hazardous substance (EHS) or hazardous chemical in a quantity above the Reportable Quantity (RQ) occurs. Specific information is required as part of the notification such as chemical name, method of release, health effects, medical attention and protective actions.

The Dutchess County Emergency Manager has been designated by the LEPC to be the Dutchess County LEPC Coordinator, and is responsible for ensuring the timely notification of a reportable release and subsequent alerting of other response personnel. Facility Emergency Coordinator contact information may be available via facilities' Tier II forms and are accessible via CAMEO.



3.4 DIRECTION AND CONTROL

3.4.1 INCIDENT COMMANDER (IC)

The Incident Commander will control and direct all activities at the scene in accordance with the Incident Command System.

The Incident Command System will be utilized for command and control of the scene and will be responsible for, among others, the following objectives:

- Overall response objectives
- Overall response strategies
- Joint planning and application of tactical activities
- Integrated planning and application of operational requirements, including emergency protective measures, containment, safety and security
- Maximizing use of available resources

3.4.2 UNIFIED COMMAND

Unified Command will be implemented, as appropriate, when responding agencies have overlapping jurisdictional responsibility and/or authority. Unified Command will be implemented in accordance with response agencies' existing procedures. In a hazardous materials incident, members of the Unified Command may include, but are not limited to, the following:

- Fire Department Leadership
- Police Department Leadership
- EMS Leadership
- Hazardous Materials Division Leadership
- Facility Coordinator
- Dutchess County LEPC Coordinator

3.4.3 DUTCHESS COUNTY LEPC COORDINATOR (COUNTY EMERGENCY MANAGER)

Upon notification of a serious and/or escalating hazardous materials incident to the Dutchess County 911 Communications Center, the County LEPC Coordinator will contact the IC for further information.

Escalating incidents may require assistance from the NYS Division of Homeland Security and Emergency Services (DHSES). The LEPC Coordinator is responsible for the liaison with NYS DHSES through the County Emergency Operations Center, if applicable.

3.4.4 DUTCHESS COUNTY EMERGENCY OPERATIONS CENTER (EOC)

The Dutchess County Department of Emergency Response maintains procedures for activating Dutchess County's EOC. If necessary, the County Emergency Response Commissioner shall communicate with the LEPC Coordinator to assess whether Dutchess County's EOC needs to be activated, and if so, determine the degree to which the EOC needs to be staffed to support the incident.



3.5 SITE CONTROL

Consistent with OSHA's Hazardous Waste and Emergency Response (HAZWOPER) standard, it is recommended that the IC establish exclusion zones for emergency responders and the public. Local, county, and state law enforcement will support site control. Additional assistance may be provided by mutual aid fire departments and local highway departments or DPW's, County DPW, and the NYS Department of Transportation. It is recommended that the IC shall establish "hot", "warm," and "cold" zones, assign safety officers; communicate the zones to all responders; and ensure that active monitoring of all zones is on-going. All operations should be prepared at all times to rapidly address changes in the hazards and thus changes in the boundaries of the zones.

3.6 INFORMATION AND RESOURCES

3.6.1 OBTAINING HAZARD AND HANDLING INFORMATION

The physical and chemical properties of a product, as well as its hazards and handling information, may be obtained from sources including:

- U.S. Department of Transportation (DOT) – Emergency Response Guidebook
- SDS (Globally Harmonized System of Classification and Labeling of Chemicals [GHS])
- Wiser (Wireless Information System for Emergency Responders)
- CHEMTREC: (800) 424-9300
- Chemical data base (e.g., CAMEO)
- Hazard Simulation Models
- Chemical reference books
- National Fire Protection Association (NFPA) Handbooks
- EPA Chemical Profiles (for extremely hazardous chemicals)
- Poison Control Center
- Chemical Industries or Laboratories nearby
- Farm and Related Industry
- University or Cooperative Extension
- Private Consultants
- Local Contractors
-

3.6.2 ON-SCENE MEASUREMENTS

On-scene measurements can be conducted utilizing a variety of instruments and on other resources.

3.6.3 WEATHER

Weather may play an important role in the outcome of a HazMat incident. The National Weather Service is available as a resource for responses.



3.6.4 EXPERTISE

Technical expertise may be obtained from sources besides local, county, state, and federal agencies, including but not limited to:

- Manufacturer
- Shipper
- Carrier
- Consignee
- Facility representative
- Industrial HazMat Team
- Chemical industry personnel
- Farm and related industry personnel
- College and university personnel

3.7 EMERGENCY MEDICAL SERVICES

A release of a hazardous material into the environment could result in multiple casualties. Emergency medical assistance will be needed to provide medical care to employees of the facility, emergency workers, and the affected citizens.

There are written mutual aid agreements in place to ensure an effective response and support of on-scene emergency medical care, transportation, and treatment for victims of a hazardous materials emergency.

Detailed information about emergency medical response and mutual aid is provided in the Comprehensive Emergency Management Plan and the Dutchess County Mutual Aid Plan.

3.8 PUBLIC INFORMATION AND PUBLIC ALERTING

Public information will be collaborative and coordinated, utilizing a unified command model, and distributed by the Incident Commander. A Public Information Officer may be designated and a Joint Information Center (JIC) may be created, in conjunction with the Emergency Operations Center, subject to disaster declaration.

3.8.1 METHODS OF PUBLIC ALERTING

The following are methods used by Dutchess County to alert the public:

- **NY Alert:** The primary emergency notification system for Dutchess County, New York allows for landline notification with a pre-recorded message as well as emergency notification emails and text messages to residents who have opted in to the system.
- **Social Media Alerting:** Dutchess County will utilize social media platforms, such as Facebook and Twitter to notify the public and media.
- **Emergency Alert System (EAS):** Activation of the EAS will provide warning messages over cable television systems and radio stations. This system can be activated by pre-designated government officials or the National Weather Service.
- **Wireless Emergency Alert (WEA):** Wireless Emergency Alerts can be issued to cellular devices within a designated area, utilizing the Integrated Public Alert and Warning System.



- **Route Alerting:** Emergency personnel utilizing emergency vehicles, equipped with a siren, a public address system, and appropriate PPE may drive through the affected area and announce the emergency situation.
- **Residential Door-to-Door Alerting:** Emergency personnel, equipped with appropriate PPE, may walk through the affected area and announce the emergency situation on a door-to-door basis.
- **Press Release:** A press release may be relayed from the County to media representatives. A press release may be made directly to on-scene media representatives. Sample news release messages are provided in the appendices of this document.
- **2-1-1:** The United Way 2-1-1 Hotline can be utilized as a service to provide information and resources to residents.

3.8.2 COMPONENTS OF A PUBLIC ALERT MESSAGE MAY INCLUDE:

- Affected geographic area
- Health hazards
- Protective actions
- Evacuation routes
- Medical treatment
- Location of Family Assistance Center(s)
- Information for access and functional needs residents

3.8.3 PARTICIPATING ENTITIES

- Dutchess County Department of Emergency Response
- Dutchess County Department of Behavioral and Community Health
- Dutchess County Public Information Officer
- Dutchess County Sheriff's Office
- Local Fire Departments and/or other local agencies
- Local Municipalities

County government agencies will initiate public alert messages and support local municipality requests for public notification.

3.9 PROTECTIVE ACTIONS (IN-PLACE SHELTERING AND EVACUATION)

Evacuation, sheltering-in-place, or a combination should be considered in defining protective actions to reduce or eliminate public exposure to hazardous materials that are released during an incident. Personnel conducting the assessment and evaluation process will make recommendations to the IC/UC regarding vulnerable areas and whether to evacuate or shelter in place.

3.9.1 EVACUATION

Evacuating the public is a decision based on information indicating that the public is at greater risk by remaining in or nearby the hazard area. Information that should be considered in the decision to evacuate includes:

- Severity of dangers
- Population affected
- Availability of resources to evacuate the affected population
- The notification means to provide emergency instructions



- Safe passage for the evacuees, including adequate time
- Availability of reception centers, shelters, and sustenance
- Special needs of evacuees

3.9.2 SHELTER-IN-PLACE

Sheltering-in-place means advising the affected population to seek protection within the structure they occupy or in a nearby structure. Some considerations include:

- Availability of resources
- Time available to take protective actions
- Public's understanding of sheltering-in-place

For some hazards, sheltering-in-place can be enhanced by seeking the most protected refuge in the structure. For chemical, radiation, and some biological hazards, the protective value of sheltering-in-place is enhanced by reducing the indoor-outdoor air exchange rate.

3.9.3 IMPLEMENTATION OF PROTECTIVE ACTIONS

The Unified Command, with the presence of command level police, fire, DPW, etc., shall be responsible for designating personnel in charge of protective actions. Protective actions may require the declaration of a local state of emergency under NYS Executive Law Article 2B.

3.9.4 FAMILY ASSISTANCE CENTERS

The evacuees may need to stay at a temporary staging area until a suitable family assistance center can be established. The Family Assistance Center shall be coordinated by the American Red Cross with personnel support from other Voluntary Organizations Active in Disasters (VOADs) and/or Dutchess County Department of Behavioral and Community Health Services.

3.10 ADDITIONAL RESPONSE RESOURCES AVAILABLE TO DUTCHESS COUNTY, UPON REQUEST

- Regional HazMat Partnership (Westchester, Putnam)
- Castle Point Veteran's Administration
- New York State Office of Fire Prevention & Control
- New York State Department of Environmental Conservation
- IBM Poughkeepsie
- Global Foundries – East Fishkill
- Columbia County
- Orange County
- Ulster County
- US Environmental Protection Agency
- New York State Division of Homeland Security – Office of Emergency Management



4 RECOVERY

Recovery immediately follows emergency response. It involves direction to restore the community to normal conditions and may include:

- Maintaining access control
- Clearing debris
- Restoring public utilities
- Providing emergency social services (shelter, clothing, food, etc.)
- Rebuilding
- Investigating the incident
- Demobilizing emergency personnel and resources, which may include emergency worker counseling
- Adjusting traffic control perimeters
- Continuing public information – general purpose and health-related
- Maintaining security in restricted areas
- Providing long-term counseling for residents
- Continuity planning for business and industry (economic preservation)

4.1 CLEANUP AND DISPOSAL

The cleanup and disposal of hazardous wastes will comply with applicable local, state and federal regulations. Cleanup and disposal procedures should consider the following:

- The party responsible for the incident is legally and financially responsible for the cleanup and disposal of hazardous wastes.
- Emergency responders should understand that if they initiate contact with a commercial cleanup company, they may be held responsible for the costs incurred.
- If the party responsible for the incident is unknown, unwilling, or unable to accomplish cleanup and disposal, the DEC may hire a commercial cleanup company with State funds.

4.2 RELOCATION AND RE-ENTRY

4.2.1 RELOCATION

In cases where contamination of the environment has occurred and the long-term relocation of residents is necessary, the Dutchess County Department of Emergency Response will coordinate with other County departments and external agencies to identify housing options for displaced residents in need. Assistance may also be requested from state and federal agencies.

4.2.2 RE-ENTRY

Re-entry to an area that has been sheltered-in-place or evacuated shall not be allowed until authorized by the Incident Commander. The Incident Commander shall confer with the Dutchess County Department of Emergency Response, the Dutchess County Department of Behavioral and Community Health Department and other appropriate officials to establish re-entry procedures that will include:

- A time to return
- Safety precautions
- Health precautions



- Decontamination
- Symptoms of illness as a result of exposure

The PIO shall inform the public of the re-entry procedures. The following are methods used by Dutchess County to alert the public:

- **NY Alert**
- **Social Media Alerting**
- **Emergency Alert System (EAS)**
- **Wireless Emergency Alert (WEA)**
- **Route Alerting**
- **Residential Door-to-Door Alerting**
- **Press Release**
- **County or Municipality Website**

Traffic control points and access control points shall be maintained, as necessary, to ensure an orderly re-entry by the public.

4.3 INCIDENT EVALUATION

OSHA Standard 1910.120 requires the IC to debrief and evaluate the emergency response as soon as possible. The debriefing should include, but not be limited to providing the following information:

- Hazard information
- Exposure signs and symptoms of materials involved
- Name of individual responsible for post-incident medical contact
- Administrative procedures
- Gather name(s) of all outside responders and agencies

The IC shall prepare an after-action report (AAR) for all hazardous material incidents. The AAR will summarize the incident response with the purpose of identifying both those areas that worked well and those areas that need improvement. If requested, the DER will provide assistance to conduct the AAR. The AAR critique process should include, but not be limited to, the following:

- Be held after allowing sufficient time for the emergency to be investigated and appropriate information collected.
- Include at least one representative of each agency that played a role in handling the incident.
- May consist of a single multi-agency meeting or various inter-agency meetings.
- Document findings of such critique, and identity of its participants in writing.
- Incorporate areas of improvement or changes identified in local or community plans or training will be incorporated in local or community activities as appropriate.



5 PLAN MAINTENANCE

The Dutchess County LEPC Hazardous Materials Community Response Plan will be reviewed annually by a subcommittee of the LEPC, after any incident involving hazardous materials that require implementation of this plan, and upon update of the Dutchess County Comprehensive Emergency Management Plan. Updates to this plan will be coordinated by the Dutchess County Emergency Manager / LEPC Coordinator. Input will be provided by the County Fire Coordinator, County Hazardous Materials Division, and County Department of Behavioral and Community Health.

Any changes made to this plan will be recorded in the Plan Revision History on Page ii.

A copy of the Dutchess County LEPC Hazardous Materials Community Emergency Response Plan will be provided to the New York State Emergency Response Commission each time it is updated.



Appendix 1: Title III Section 302(C) Facilities Emergency Information

Dutchess County prefers that all regulated facilities that are required to submit a Tier II do so through electronic submission via E Plan.

The following information is available for each facility:

- Facility location
- Chemicals on-site, and their quantities
- Facility emergency coordinators



Appendix 2

NEW YORK STATE EMERGENCY RESPONSE COMMISSION
RELEASE REPORT FORM - SARA TITLE III SECTION 304
State Spill Hotline (800) 457-7362
Alternate # State Watch Center (518) 292-2200

1. Caller Name _____ Call Date: ___/___/___
2. Affiliation _____ Time _____
3. Telephone _____ Ref. # _____ yes/no _____
4. Material Released _____ / EHS: ___/___ \ CERCLA: ___/___
5. Quantity Released _____ lb/gal
6. Date of Release _____ Time _____ Duration ___ hr ___ min
7. Release Medium: _____ air _____ water _____ land
8. Weather Conditions: _____
9. Location (Street/Bldg No.) _____
Of Release: (City/Town/Village) _____
10. Facility Name: _____
Facility address: _____
11. Incident description: _____
12. Health Risks: _____
13. Precautions: _____

14. ADDITIONAL NOTIFICATIONS MADE

Local Fire Department	yes: _____	no: _____	Time: _____
Emergency Response Coordinator	yes: _____	no: _____	Time: _____
NYS Environmental Conservation	yes: _____	no: _____	Time: _____
Federal National Response Center	yes: _____	no: _____	Time: _____

15. Remarks:

Form Completed By: _____ (print)
 _____ (signature)
 TITLE _____



Appendix 3

2019 LEPC Membership

*Jim Kelly, Chair
Vassar College*

*Cathi Tegtmeier, Vice-Chair
Dutchess County Department of Behavioral & Community Health*

*Laurie Colgan, Secretary
Dutchess County Department of Emergency Response*

*William Beale, LEPC Coordinator
Dutchess County Emergency Management Coordinator*

*County Fire Coordinator David Alfonso
Dutchess County Fire Service Representative*

Chief Chris Maeder, Fairview Fire District

*Deputy Coordinator Ken Davidson,
Dutchess County Hazardous Materials Division Representative*

*Marie-Pierre Brule,
Dutchess County Department of Behavioral and Community Health -
Environmental Representative*

Lt. Mike Buckley, NYS DEC Representative

Lt. Robert Monaco, Dutchess County Sheriff's Office Representative

Brian Scoralick, Dutchess County Soil and Water Representative

Lt. Joseph Springer, New York State Police - Emergency Management

Sgt. Yvonne Richards, New York State Police - Emergency Management

County EMS Coordinator John Mahoney, Emergency Medical Services Representative

John Vale, American Red Cross

John Paulus, Global Foundries

Bruce Tripp, Global Foundries

Kent Amsden, Mid-Hudson Regional Hospital

Elizabeth Corcoran, Vassar Brothers Medical Center

Narayan Ayengar, Public Representative

Liaisons

James Soto, NYS Division of Homeland Security & Emergency Services

Nadine Macura, NYS Division of Homeland Security & Emergency Services



ANNEX -1

BY-LAWS of the DUTCHESS COUNTY, NEW YORK LOCAL EMERGENCY PLANNING COMMITTEE

I. Name of Committee

The name of the committee shall be the "Dutchess County Local Emergency Planning Committee," hereinafter known as LEPC.

II. Powers and Duties

The LEPC has been established pursuant to Subtitle A, Section 301 of Title III (Emergency Planning and Right-to-Know) of the Superfund Amendments and Reauthorization Act of 1986 (hereinafter referred to as "Title III"). The LEPC shall have all the powers and duties conferred upon it by said law, and any amendments. The principal duty of the LEPC shall be to develop a community emergency response plan for the County of Dutchess and its included municipalities, to review such plan annually, and make amendments and changes, as necessary.

III. Membership

Candidates for membership within the Dutchess County LEPC shall be approved by a majority vote of the current LEPC membership, and confirmed by the Dutchess County Executive and the New York State Emergency Response Commission (SERC), pursuant to Public Law 99-499. Members within the Dutchess County LEPC should represent the following disciplines:

- A. Elected County Official, or designee
- B. Elected State Official, or designee
- C. County Emergency Management Representative
- D. Law Enforcement Representative
- E. Fire Service Representative
- F. Hazardous Materials Division Representative
- G. Emergency Medical Services Representative
- H. County Health Department Representative
- I. Hospital Representative



- J. Mass Transit Representative
- K. Broadcast Media Representative
- L. Print Media Representative
- M. Facility Owner and/or Operator, or designee
- N. Public Representative(s)
- O. Other Representatives

Once appointed and confirmed, members will serve indefinite terms.

IV. Officers

A. The LEPC shall, at its first meeting in January, elect by a majority vote of members present: a Chairperson, a Vice-Chairperson, and a Secretary. Said officers shall serve a term of one year. Elections for these positions shall be held annually.

B. The powers and duties of the Chairperson shall be to preside at meetings of the LEPC, appoint such standing and special subcommittees as may be needed to conduct the business of the LEPC, serve as a spokesperson for the LEPC, and have such other powers and duties as are customary for the presiding officer of similar committees and boards.

C. The powers and duties of the Vice-Chairperson shall be to preside over meetings of the LEPC in the absence of the Chairperson, and to carry out such other duties as may be directed by the Chairperson.

D. The powers and duties of the Secretary shall be to take and properly maintain minutes of the meetings, prepare for signature any required correspondence as directed by the Chairperson, maintain a correspondence file and perform such other functions as are customary for a secretary of a similar committee.

E. The LEPC coordinator shall be designated as the current county emergency management coordinator, pursuant to Section 301(c) of Public Law 99-499



V. Conduct of Meetings

A. The LEPC will meet quarterly, beginning in January of each year. Subsequent meetings will occur in April, July, and October at the Dutchess County Department of Emergency Response. Special Workshop Meetings may be called by the Chairperson for specific purposes.

B. The LEPC shall conduct no business in the absence of a quorum of its members, a quorum being defined as seven (7) members present, and a majority vote to take action, pursuant to Article III.

C. The LEPC shall conduct its business by means of motions and resolutions duly adopted by a majority of the membership. No motion, resolution, or other parliamentary instrument shall prevail unless it receives a majority vote of the membership.

D. The LEPC shall be deemed a 'public body' of the County of Dutchess, within the meaning of the New York State Open Meetings Law and Freedom of Information Law statutes, except as those statutes may be superseded by applicable Federal Law.

E. Except as otherwise provided within these By-Laws, the LEPC shall conduct its business in accordance with Robert's Rules of Order.

VI. Public Participation and Access to Information

A. The public is encouraged to participation in the work of the LEPC by attendance at meetings and, when in order, by addressing the LEPC.

B. The public shall be notified of meetings of the LEPC in accordance with applicable provisions of the New York State Open Meetings Law.

C. A copy of the Dutchess County LEPC Community Emergency Response Plan will be made available for public review at the Dutchess County Department of Emergency Response and on the Dutchess County website at www.dutchessny.gov.



D. Open public comment on the Dutchess County LEPC Community Emergency Response Plan, or any pending revisions, will be permitted at any regular meeting of the LEPC, after all regular business has been completed.

VII. Amendments to the By-Laws

A. The By-Laws of the LEPC may be amended at any time by an affirmative vote of two-thirds of the membership present at any regular meeting, pursuant to Article V, Section B.

Revisions

January 13, 1989

October 13, 1990

March 22, 2018