



BUTLER COUNTY L.E.P.C. ENTERPRISE PRODUCTS / MONROE EXERCISE

October 22nd, 2012



AFTER ACTION REPORT/IMPROVEMENT PLAN

PREFACE

This After Action Report/Improvement Plan (AAR/IP) was produced with the help, advice, and assistance of many local and State agencies. The purpose of publishing an AAR/IP is to document effectiveness and overall exercise performance. As such, this report is tangible evidence of our local partnership. It serves as a compendium of lessons learned, outlines recommended corrective actions and provides the basis for planning future exercises. This and subsequent AAR/IPs will contribute to improving response, responder training, exercise and preparedness testing and the provision of expert assistance. Exercises serve as “final accountability” of collective preparedness.

The exercise assisted local and State jurisdictions in the prevention, preparedness, response and recovery of a Hazardous Material incidents. The Butler County LEPC/Enterprise Products exercise was built on and reinforced the training, emergency response equipment and technical assistance provided to first responders, emergency management and the health and medical communities by allowing them to test their plans, policies, knowledge and skills.

ADMINISTRATIVE HANDLING INSTRUCTIONS

1. The title of this document is the Butler County LEPC exercise After Action Report/Improvement Plan (AAR/IP).
2. The information gathered in this AAR/IP is For Official Use Only and should be handled as sensitive information not to be disclosed. This document should be safeguarded, handled, transmitted, and stored in accordance with appropriate security directives. Reproduction of this document, in whole or in part, without prior approval from the BCEMA is prohibited.
3. At a minimum, the attached materials will be disseminated only on a need-to-know basis and when unattended, will be stored in a locked container or area offering sufficient protection against theft, compromise, inadvertent access and unauthorized disclosure.
4. For information on this exercise, please contact the following points of contact (POC):

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EXECUTIVE SUMMARY

The Butler County EMA/Local Emergency Planning Committee in conjunction with the city of Monroe and Enterprise Products developed a table-top exercise to test Enterprise Products Emergency Response and Spill Management capabilities. The exercise planning team was composed of numerous agencies, including, but not limited to: City of Monroe, local police departments, local fire departments, Public Works, local schools, Ohio State Patrol, American Red Cross, Ohio EPA, Butler County Emergency Management Agency and Butler County Sheriff's Office. The exercise planning team discussed objectives that were necessary to achieve, constraints, and effective coordination, without announcing the scenario to the players.

Based on the exercise planning team's discussions, the following objectives were developed:

(Reference Ohio Hazardous Materials Exercise and Evaluation Manual)

Objective #1 Notification of Response Agencies:

Demonstrate the ability to notify response and support agencies, and to mobilize emergency personnel.

Objective #8 Population Protective Actions:

Demonstrate the ability to identify and implement appropriate protective actions based upon projected risks to the public.

Objective #9 Emergency Public Information:

Demonstrate the ability to coordinate and disseminate accurate information about the incident to the public and the media in a timely manner.

Objective #10 Traffic and Access Control:

Demonstrate the ability to implement site security, designate evacuation routes, control traffic flow, and manage evacuation area site access.

Objective #13 Hospital Services:

Demonstrate the adequacy of procedures, facilities, and equipment to receive and treat victims involved in a hazardous materials incident.

The Butler County LEPC Exercise Planning Team discussed the overall expectations of the HazMat exercise, which included improved communications between responding agencies, external notifications and coordination of medical response from local hospitals. The exercise objectives were established to bring together agency representatives to discuss, agree or disagree, and if possible, resolve operational issues related to a HazMat incident.

The purpose of this report is to analyze the results from the exercise, identify strengths to be maintained and built upon, identify potential areas for further improvement, and support development of corrective actions.

The Butler County LEPC/Enterprise Product table-top exercise met all the evaluated objectives and provided an opportunity for Butler County, Ohio to demonstrate the effectiveness of local EOPs, SOGs, and SOPs. These systems performed extremely well and provided a foundation for a rapid, controlled response to an emergency situation or disaster.

Planners should use the results of this exercise to review and update their respective agency's EOPs, SOGs, and SOPs, as well as, to explore methods to increase communication interoperability.

Subsequent exercises should test specific improvements instituted as a result of this exercise and should include a focus on additional drills and exercises to routinely test and enhance the EOPs

Overall, this exercise was successful and proved to be an effective tool to both test emergency response and improve coordination and networking across a multi faceted and diverse range of agencies.



SECTION 1: EXERCISE DESIGN SUMMARY

Exercise Purpose and Design

The purpose of this **Spill Management Team Tabletop Exercise** is to provide **Facility Response Team** members the opportunity to learn and gain experience in emergency response management and oil spill response management procedures.

This exercise is designed to validate the content and response procedures of the Enterprise Products Todhunter Terminal Facility Emergency Response Plan and the Butler County Hazardous Materials Emergency Response Plan.

Exercise Outcomes

- Fulfill the regulatory requirement to conduct an annual Spill Management Team Exercise. Spill management regulatory requirements include:
 - U.S. Environmental Protection Agency (EPA) Facility Response Plan, 40 CFR 112.21 *Facility Response Training and Drills/Exercises*
 - State Emergency Response Commission (SERC) to administer **Ohio Revised Code (ORC) 3750**, entitled **Emergency Planning**, to test annually the L.E.P.C. Hazmat Plan.
- Test response team notification and activation procedures as well as internal company notifications.
- Test external notification procedures, including Agency notifications.
- Provide a learning opportunity for the Todhunter Terminal Facility Spill Management Team members to gain experience in emergency response management and oil spill response management.
- Test the functionality of the Todhunter Terminal Facility Emergency Response Plan.
- Capture lessons learned and opportunities for improvement in emergency response planning and emergency response management.
- Demonstrate the adequacy of local area hospitals' procedures, facilities and equipment to handle hazardous material incidents.

SECTION 2: EXERCISE OVERVIEW

Exercise Details

Exercise Name

Enterprise Products – Todhunter Road Facility

Type of Exercise

Tabletop

Exercise Start Date

October 22nd, 2012 0800 hrs.

Exercise End Date

October 22nd, 2012 1230 hrs.

Duration

5 Hours

Location

Monroe Community Center Building
6 East Avenue
Monroe, Ohio 45050

Sponsor

Butler County Emergency Management Agency
Local Emergency Planning Committee
Enterprise Products

Mission

Prevent, Evaluate

Capabilities

Notifications, Response Management, Discharge Control, Containment, Protections, Communications, Transportation, Procurement, and Documentation

Scenario Type

Worst-Case Scenario

Exercise Planning Team Leadership

Name / Position	Company	Phone	Exercise Role
Shereen Sarvandian	Callan and Company	281.850.8375	Planning / Facilitation
Mike Callan	Callan and Company	860.874.2096	Facilitation / Evaluation
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APPENDIX A: EXERCISE EVENTS SUMMARY TABLE

Date	Time	Scenario Event, Simulated Player Inject, Player Action	Event/Action
10/22/12	0730	Scenario Event	Tank Explosion (T-3210)
10/22/12	0815	Simulated Player Inject	Fuel continues flowing from compromised jet fuel tank
10/22/12	0830	Simulated Player Inject	Second tank (T-3212) sustains major damage, does not appear to be leaking
10/22/12	0900	Simulated Player Inject	Debris from explosion cause small puncture in nearby tank, liquid space is currently intermittent
10/22/12	0910	Simulated Player Inject	Light rain cause released jet fuel to flow along railroad ROW and has reached Diaks Creek and is now flowing downstream.
10/22/12	0920	Simulated Player Inject	Media is calling to inquire about current status of the incident
10/22/12	1000	Simulated Player Inject	Leaking propane found ignition source causing a vapor/air explosion. This resulted in 20 casualties, which were transported to hospital. Propane tank is now on fire with flame impingement on the liquid space of the tank.
10/22/12	10:30	Simulated Player Inject	Patients located and in need of transport to local hospitals.
10/22/12	10:40	Simulated Player Inject	Patients arrive at West Chester, Mercy Fairfield, and Atrium. (Functional exercise begins at each location)
10/22/12	11:00	Simulated Player Inject	All patients transported; Population Protective Actions implemented for Exercise Location
10/22/12	11:30	End Exercise	Hotwash with Lunch provided by Enterprise Products



Participating Organizations

Agency
PHMSA
Environmental Protection Agency - Region 5
Federal Bureau of Investigation – Cincinnati
Ohio Environmental Protection Agency
Ohio Emergency Management Agency
Ohio Homeland Security
American Red Cross
Butler County LEPC
Butler County Regional Type 1 Hazmat Team
Butler County Coroner
Butler County Sheriff
Butler County Emergency Management Agency
Butler County Engineers Office
Butler County Water and Sewer

Agency
Middletown Fire Department
Monroe Fire department
Liberty Township Fire Department
Monroe Police Department
Middletown Police Department
Monroe Communications Center
Monroe Public Works
West Chester Hospital
Ohio State Patrol – Hamilton Post
Ohio Department of Transportation
Lykins Oil Co – Todhunter
Atrium Hospital
Mercy Fairfield Hospital

Total number of Participants: 70

- **Players: 40**
- **Controllers: 6**
- **Evaluators: 12**
- **Observers: 2**
- **Victim Role Players: 10**

Major Strengths

The major strengths identified during this exercise are as follows:

- An effective Incident Command Post was established.
- The Incident Command System Forms were properly used.
- Actions were consistent with the Butler County Hazardous Materials Emergency Operations Plan (HazMat EOP) and the Enterprise Products Todhunter Terminal Facility Emergency Response Plan (Enterprise EOP).

Primary Areas for Improvement

As a result of the exercise, opportunities for improvement were identified. The primary areas for improvement, including recommendations, are as follows:

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- Both the first responders and Enterprise Products should rely more on their Emergency Response Plans rather than the ERG book.
 - Understanding and awareness of roles and responsibilities of the first receivers.

Recommendations:

1. Proper introduction at the beginning of each exercise to facilitate communication
2. A more realistic incident
3. Better communication between hospital and tabletop exercise
4. Improve section accountability
5. Develop Operation Chiefs and Deputy Chiefs
6. Better multimedia for explaining exercise
7. Revise incident management plans
8. Increase communication between different sections of incident management

References:

- U.S. Environmental Protection Agency (EPA) requirements for a Spill Prevention Control and Countermeasures (SPCC) Plan (40 CFR 112.7)
- U.S. Environmental Protection Agency (EPA) requirements for a Resource Conservation and Recovery Act (RCRA) Plan (40 CFR 265.50 through 265.56)
- Occupational Safety and Health Administration (OSHA) requirements for emergency response plans (29 CFR 1910.38)

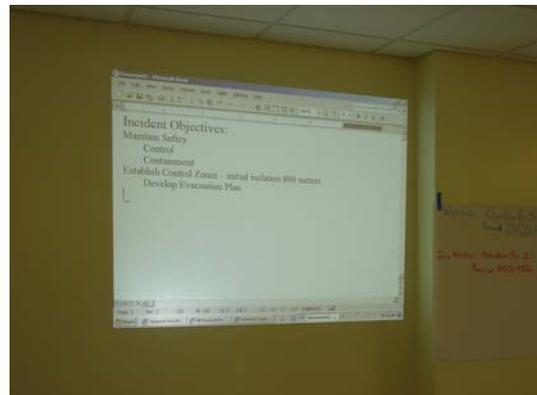
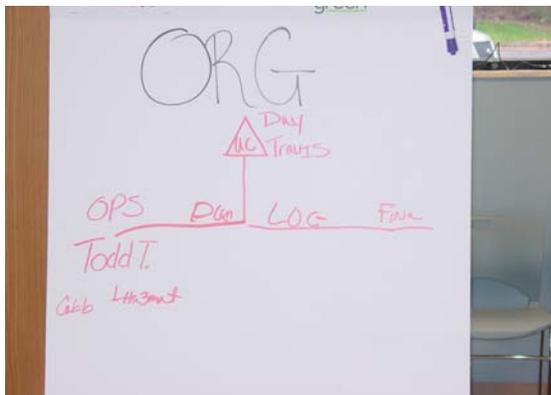


SECTION 3: CORRECTIVE ACTIONS

Coordinate with the local Butler County Hospitals with the development of a communication and information network that can be used on scene within Butler County during an incident. A localized network will be the quickest and most efficient method of communication on scene with the Triage or Transport Officer. Training with local Hospitals on the use of the 800 MHz radio system utilizing the mutual aid / Zone B channels should be a priority.

Review with all Butler County emergency responders the use of the communicator system utilized by BCEMA for media and public notifications. Establish through the Butler County EMA and IMT teams the use of a Public Information Officer for on-site response.

Individual agencies should perform after action reviews on specific areas of improvement and developed in-house corrective actions for future exercises and incidents.



SECTION 4: CONCLUSION

Overall, this exercise was a successful networking and communications building tool, an excellent view into the effectiveness of emergency response and notification procedures and an important incident management training exercise. There are several major recommendations that were the main threads between the evaluators and players. They are as follows:

- Better communication between hospital and tabletop exercise
- Improve section accountability
- Revise incident management plans
- Increase communication between different sections of incident management
- Higher frequency of injects
- Introductions and better explanation of exercise at the beginning



APPENDIX B: IMPROVEMENT PLAN

This IP has been developed specifically for Butler County L.E.P.C & Enterprise Products as a result of Atlas Tabletop conducted on October 22nd. These recommendations draw on both the After Action Report and the After Action Conference.

Observation	Recommendation	Corrective Action Description	Capability Element	Primary Responsible Agency	Agency POC	Start Date	Completion Date
Notification of Response Agencies							
6 casualties did not trigger mass casualty alert	Train first responders in mass casualty response	Hospitals did not feel overwhelmed, so the mass casualty was not triggered	N/A	N/A	N/A	N/A	N/A
Hospital rep was not at exercise location	Include hospital rep at exercise location	Not Applicable	N/A	N/A	N/A	N/A	N/A
Disaster net was not in local responders radio	Include disaster net in local responders radio	Ensure that all BC Hospitals had access to disaster net or channel to request it.	Operations	Health Council	Tonda Francis		
Operations/Planning/Logistics							
FD and Enterprise was not working from Emergency Response Plans and Pre-Plans	FD and Enterprise should work from ERP's and not rely on ERG book	Need better communication at the start of the exercise that plans are being followed	Planning	BCLEPC / Monroe FD/ Enterprise	L.E.P.C. Exercise Committee	2013	2013
Lack of coordination w/ supporting agencies for assistance with traffic control	Better coordination with supporting agencies for assistance w/ traffic control	L/E did not need assistance w/ traffic control, although better communication is needed among participating agencies	Operations	Monroe PD BCEO	Monroe PD	Jan 2013	
Communication weakness between LE and Enterprise	Improve communication between LE and Enterprise Products	Participant feedback unclear as to specific communication weakness	Operations	Monroe PD Enterprise	Monroe PD		
Coroner was not immediately notified of deaths	Immediately notify coroner of deaths	Possible training for first responders on how to handle possible crime scene	Operations	BCCO Fire EMS	BCCO BCSO	Qt 2, 2013	
No utilization of GIS capabilities	Increase awareness of GIS resources	Participating agencies need to better communicate	Planning	All Agencies	BC EMA	Jan. 2013	
Hospital Services							
Lack of understanding of participation roles	Improve knowledge and understanding of Red Cross Liaisons	Met with Red Cross to discuss roles in exercises	Planning	ARC	ARC	Complete	Complete
Decon shower room inefficiencies	Install mechanisms for decon shower doors to remain in open position	Allow hospitals to assess their need of wanting mechanisms for shower doors to remain open	Operations	Hospitals	Hospitals Summit	2013	
Lack of signage for arriving squads	Improve signage for arriving squads	Reinforce training of how to set-up decon tent	Operations / Planning	Hospitals	Hospital Summit	2013	
No decon station for hospital staff	Set-up decon station for hospital staff	Reinforce training of how to set-up decon tent	Operations / Planning	Hospitals	Hospital Summit	2013	

