Regional hazardous materials emergency planning is required under federal law, which mandated the establishment of state emergency response commissions and Local Emergency Planning Committees. Recent high-profile accidents have focused attention on the need for California to improve regional hazardous material emergency planning. Cal OES contracted with California State University, Sacramento Center for Collaborative Policy to provide strategic development, stakeholder management, work group facilitation, and document development for a multi-phase Regional Hazardous Materials Planning project.
PHASE I ACTIVITIES
(COMPLETED SEPTEMBER 2014)

- Detailed review and assessment of the available literature on hazardous materials emergency planning
- Assessment Interviews and meetings with key stakeholders to identify key issues
- Facilitated workshop that provided feedback and recommendations
- A recommended work plan and governance structure for future phases of the project.
The State Emergency Response Committee (SERC) is in a unique position to provide essential leadership, resources, and guidance.

Statewide, consistent standards, with some degree of local flexibility, are needed.

Predictable, reliable funding for regional hazardous materials emergency planning and for the effective functioning of Local Emergency Planning Committees is critical.

The authorities, roles, and requirements of the many confusing and overlapping hazardous materials plans need to be clarified.

There is a need for useful, functional guidance, tools, or templates for preparing and updating regional hazardous materials emergency plans.
NEXT STEPS

- Form an advisory group of key stakeholders.
- Develop a model template, guidance, toolkit, or other type of planning product that can provide needed assistance and guidance for regional hazardous materials emergency planning.
- Hold workshops throughout the state to obtain feedback on the planning products.
- Apply the prototype planning product to a regional hazardous materials emergency plan in a pilot test.
PROPOSED PROJECT DESIGN/SEQUENCE

Phase I
[May-September 2014] (Done)

Start Project
- Design Team Meetings
  - Research, Scope Project, Plan
  - Kick-off Meeting and Begin Issue/
    Stakeholder Assessment/Interviews and Document
    Research
  - Produce Final Draft Guidance/Template and Transition to
    Phase IV (Cal OES Approval)

Design Team Meetings
- Design Team Meetings
  - Finish: Issue/Stakeholder Assessment and Develop
    Work Plan (Outline Document)

Stakeholder Workshop
- Create CPT; Charter; Recruit Members; Design Approach
  - Core Planning Team Meeting #1
    - Convene Core Planning Team Meeting #1
      - Design Team Meetings
        - Work on Draft Guidance/Template
          - Create Public Review Draft Guidance/Template
            - Document

Design Team Meetings
- Design Team Meetings
  - Finalize Guidance/Template Materials as Final Draft

Design Team Meetings
- Design Team Meetings
  - CCP Creates Revised Guidance/Template

Core Planning Team Meeting
- Core Planning Team Meeting #2
  - Regional Workshops #2
    - South (LA)
  - Regional Workshops #3
    - Bay Area?

Core Planning Team Meeting #3
- Regional Workshops #1
  - North (Sac)

Phase II
Core Planning Team and Development of Outline Guidance/Template
[November Through March 2015]

Phase III
Regional Workshops and Finalize “Working Draft” Guidance/Template
[April-June 2015/Summer?]
Phase IV
Regional LEPC “Pilot Test” of Guidance/Template
[July-September 30, 2015 (Approximately)]

- Design Team Meetings
  - Core Planning Team Meeting “Kick Off of Pilot Test With LEPC”
  - Core Planning Team Meeting

- Design Team Meetings
  - LEPC Work
  - LEPC Work
  - LEPC Work
  - LEPC Work

- Working Meetings with LEPC

- Revise Guidance/Template and Finalize Draft LEPC Plan.

- Phase V [Out Years]
  - 5 Remaining LEPCs Create Regional Plans
    - Exercise
    - Train
    - Revise
    (SOPs and Protocols)

- Cal OES Approval of Final Draft Guidance/Template
## Proposed Project Timeline

<table>
<thead>
<tr>
<th>Project Phases</th>
<th>2014</th>
<th>2015</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>May-Sep</td>
<td>Oct</td>
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<tr>
<td><strong>Phase I</strong> (Completed)</td>
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<tr>
<td>Research, scope project, plan kick-off</td>
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<tr>
<td>Meeting and begin issue/stakeholder</td>
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<tr>
<td>assessment/interviews and document research</td>
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<td>Issue/stakeholder assessment and develop work plan</td>
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<td>(Outline document)</td>
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<tr>
<td><strong>Phase II</strong></td>
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<tr>
<td>Create CPT, charter, recruit members</td>
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<td>and design approach</td>
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<tr>
<td>Work on draft guidance/template</td>
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<td>Create public review draft</td>
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<td>Guidance/template document</td>
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<td>Facilitate core team planning meetings</td>
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<tr>
<td><strong>Phase III</strong></td>
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<tr>
<td>Convene regional workshop (North)</td>
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<td>Convene regional workshop (South)</td>
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<td>Convene regional workshop (Bay Area)</td>
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<td>CCP creates revised guidance/template</td>
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<td>Finalize guidance/template materials as final draft</td>
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<td>Facilitate core planning team meeting</td>
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<tr>
<td><strong>Phase IV</strong></td>
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<tr>
<td>Produce final draft guidance/template and transition to phase IV (Call OES Approval)</td>
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<tr>
<td><strong>Phase V</strong></td>
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<tr>
<td>Develop final RSE subcommittee structure</td>
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<td>based on CPT and regional workshops</td>
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<tr>
<td>Recruit and convene RSE subcommittees as needed</td>
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<td>Facilitate working meetings with LEPC</td>
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<tr>
<td>Revise guidance/template and finalize draft LEPC plan</td>
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<tr>
<td>Convene core planning team meeting</td>
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<td>Call OES approval of final draft guidance/template</td>
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<td><strong>Phase V</strong></td>
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<tr>
<td>Exercise, train, revise SOPs and protocols</td>
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Continue as needed
PROJECT CONTACT

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