

**MULTNOMAH COUNTY**  
**EMERGENCY SPILL RESPONSE PLAN**

November 2012

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## 1.0 Introduction

### 1.1 Document Purpose

In accordance with the Oregon Occupational Safety and Health Division (OR-OSHA) OAR-437-2/H-1910.120 (HAZWOPER) and OAR 340-044-0018 (Ground Water Protection) Multnomah County is required to develop and implement an Emergency Spill Response Plan. This plan will describe the procedures to be followed by employees who respond to releases of hazardous substances at any site. In addition, this plan is designed to minimize hazards to human health and the environment from fire, explosives, sudden and non-sudden releases of diesel, oil, and hazardous waste into the air, surface and ground water, and/or soil.

Areas and activities that are most vulnerable to spills include fueling activities, loading and unloading activities, vehicle maintenance, storage areas, bridges, roads, and parking lots.

### 1.2 Document Scope

The procedures described in this document are developed specifically for Multnomah County. **Multnomah County staff will clean up only incidental spills (as described in this document) and will only take defensive measures when responding to anything larger than incidental spill.** This document reflects the scope of those types of responses.

## 2.0 Pre-emergency Planning and Coordination with Outside Parties

### 2.1 Emergency responders available

When employees encounter known or suspected hazardous materials, and they perceive that there is an imminent danger (e.g. fire, explosion, environmental damage), they should contact 911.

### 2.2 Hazardous Material Contractor

Multnomah County has made arrangements with the following Hazardous Materials Remediation Contractor to provide additional emergency response services as needed:

- a) NRC Environmental Services  
Daytime work hours (503) 283-1150  
24 hour number 1 (800) 337-7455

### **3.0 Personnel Roles, Lines of Authority, Training and Communications**

#### **3.1 General Program**

This plan addresses spill response occurring on County property, bridges, roads, and rights of way. The County spill response system is designed to be a defensive response to provide protection for human safety, the environment, and property. For other than incidental spills, County staff are trained to take defensive measures only. Staff are not trained or equipped to clean up anything larger than an incidental spill.

#### **3.2 Spill Report/Notification Procedure**

##### **3.2.1 If a spill occurs at a County facility:**

- a) Report to Facilities Dispatch (503) 988-3779. If possible relay the location of the spill, the materials spilled, and the approximate amount spilled.
- b) Trained personnel will be dispatched to the site.

##### **3.2.2 If a spill is related to transportation:**

- a) During daytime work hours
  - (1) Roads – Call the appropriate supervisor. If possible, relay the location of the spill, the material spilled, and the approximate amount of the spill.
  - (2) Bridges – Call the operator by dialing (503) 988-3757 Ext 0. If possible relay the location of the spill, the material spilled, and the approximate amount of the spill.
  - (3) The operator will transfer the call to the appropriate supervisor.
  - (4) Trained personnel will be dispatched to the site.

#### **3.3 Key Personnel**

- 3.3.1 Facilities Dispatch and Transportation supervisors are able to contact 911 services and NRC Environmental Services as necessary.

### 3.2.2 Other key personnel include

Mike McBride, Facilities and Property Management

Work Phone (503) 988-4474

County Cellular (503) 209-2969

24-hour # (FPM Dispatch) (503) 988-3779

Rob Gabris, Risk Management

Work Phone (503) 988-4788

Cellular Phone (503) 347-7178

Home Phone (503) 284-8520

Bill Whitson, Road Maintenance

Work Phone (503) 988-5050 ext 29611

Carl Morgan, Bridge Maintenance

Work Phone (503) 988-3757 ext 224

Mike Pullen, Communications Office

Cellular Phone (503) 209-4111

Home Phone (503) 234-3875

David Austin, Communications Office

Cellular Phone (503) 803-8616

### 3.4 Incident Commander

3.4.1 The highest ranking County employee at the emergency scene will be the Incident Commander. The Incident Commander position will be transferred to other County personnel with higher rank and training as they arrive at the emergency scene.

3.4.2 The Incident Commander is responsible for coordinating operations and the activities of County employees involved in the spill response.

3.4.3 The Incident Commander will also represent the County when other emergency responders (e.g. police, fire, clean-up contractors) arrive at the scene.

### 3.5 Training

Multnomah County staff who may encounter spills are trained to the First Responder Operations Level as per OR-OSHA 1910.120 and are familiar with this plan and proper spill response procedure. These employees will only take defensive measures to control anything larger than an incidental spill.

### 3.6 Means of Communication

#### 3.6.1 Multnomah County Communication Systems consist of:

- a) Telephones
- b) Portable and vehicle two-way radios
- c) Cellular telephones

### 3.7 Outside Agency Notification

Contacts will be made by one of the County key personnel, if required, as soon as possible after the spill.

#### 3.7.1 The Oregon Emergency Response System (OERS) 1 (800) 452-0311

The National Response Center (NRC)  
1 (800) 424-8802

#### 3.7.2 Telephone reports to the NRC and OERS are required when a spill involving a hazardous material results in:

- a) Death
- b) Hospitalization
- c) Property damage in excess of \$50,000
- d) Any substance the Incident Commander or Key County Person thinks should be reported
- e) A discharge of hazardous materials in excess of the reportable quantity (RQ) in the current 40 CFR Table 302.4 and OAR 340-108
- f) Release into water way or drainage facilities

#### 3.7.3 A hazardous waste specialist can be contacted at Oregon DEQ to determine if a spill is a substance of reportable quantity. Reportable quantity is defined in OAR 340-108 - 0010 as:

- a) Any quantity of radio active material or radio active waste
- b) Any quantity of oil released in the waterways of the state that can produce a visible sheen
- c) Oil spilled on the surface of the land, any quantity over 42 gallons (one barrel)

- d) Any amount equal to or greater than the quantity listed in 40 CFR Part 302 - one pound or more of nerve agents (released on site)
- e) One pound of pesticide residues

3.7.4 When reporting a spill the following information shall be provided:

- a) Name, address, and DEQ/EPA hazardous waste ID number of the facility
- b) Date, time, and type of incident (e.g., spill or fire)
- c) Quantity and type of hazardous material, hazardous substance or hazardous waste involved in the incident
- d) Extent of any injuries
- e) Estimated quantity and disposition of any recovered materials

#### **4.0 Emergency Recognition and Prevention**

This section describes the particular actions personnel will take in response to unplanned sudden releases of diesel, oil or hazardous materials to the surrounding environment. In the event of such a release, Multnomah County personnel will take all necessary precautions (up to the level of training received) to prevent the spread of contaminants.

##### **4.1. Assess Hazardous Risk**

###### **4.1.1 Hazardous risk at a County facility.**

Before responding to a spill at a County facility responders will use the Material Safety Data Sheet (MSDS) to:

- a) Identify the hazard(s) and assess the risk.
  - b) Secure the scene.
  - c) Obtain help if needed.
  - d) Decide on site entry.
- 1) If County responders are not appropriately protected and trained for the level of emergency, they will not respond further than providing traffic control and site security, while waiting for assistance.

#### 4.1.2 Hazard and risk on bridges and the right of way (ROW)

A material spilled on the roads and bridges is typically unknown to the responders, making it necessary to first identify the material spilled and then perform a basic hazard and risk assessment. County responders will follow the following steps when responding to spills on bridges, roads and rights of way:

- a) Approach the spill area cautiously.
- b) From a safe distance use whatever means available to identify the material spilled.
- c) Once the spilled material is identified use whatever means available to identify the hazards.
- d) Secure the scene from a safe distance.
- e) Obtain help as needed.
- f) Decide on what, if any, defensive actions can be taken..
  - 1) If County responders are not appropriately protected and trained for the level of emergency, they will not respond further than providing traffic control and site security while waiting for assistance.

#### 4.1.3 Tools for assessing hazard(s) and risk

When approaching the scene of an emergency spill, County responders will use any of the following means available to identify the material and assess the hazard(s):

- a) Vehicle placards and chemical ID numbers
- b) Container labels
- c) Shipping papers
- d) Material Safety Data Sheets (MSDS) if available
- e) The Department of Transportation (DOT) Guide book for assistance in identifying the spilled material and assessing hazards.



When approaching the scene of an emergency spill, responders will be aware of warning signs (Red Flags) that might indicate a hazardous material release, such as:

- a) Collapsed victims
- b) People running from the area
- c) Flames or smoke
- d) Sound from venting safety devices on vehicles
- e) Hissing sound
- f) Birds and insects falling from the sky

## 4.2 Spill Response

### 4.2.1 Spill Classification

Spills are divided into three categories:

- a) Incidental spills -- these include drips or other small spills of a quantity less than a gallon of diesel, oil or antifreeze (this includes gasoline).
- b) Medium spills -- these are spills where:
  - (1) The spill is greater than one gallon but less than 42 gallons of diesel, oil (NOT including gasoline), and antifreeze.
  - (2) The spill is not threatening to impact the environment via runoff or contact with surface and or ground water (i.e., the spill is entirely contained on asphalt or gravel areas).
- c) Large spills - large spills include:
  - (1) 42 gallons or more of diesel, hydraulic oil, waste oil, and antifreeze (on land).
  - (2) Any hazardous material. (This includes a quantity of greater than 1 gallon of gasoline.)
  - (3) Release of oil that causes a film, sheen, or discoloration of surface water.

#### 4.2.2 Response Procedures

a) The hazards posed by an incidental hazardous material spill are no greater than those posed by using the material itself. For example, the hazards of filling a portable generator with diesel are similar to those of cleaning up a half-gallon spill of diesel.

Thus incidental spills may be cleaned up by staff using appropriate personal protective equipment (PPE).

b) County staff will **only use defensive measures** when responding to medium and large spills. Defensive measures include:

- (1) Following the spill report/notification procedure in section 3.2 above to give accurate information as to the location, material spilled, and estimated amount of the spill.
- (2) Evaluating the hazard(s) from a safe distance. If the spilled material is flammable, eliminate sources of ignition if possible near the spill area.
- (3) Assisting other emergency responders as needed.
- (4) Preventing spilled material from entering drains, catch basins, and waterways.
- (5) Securing the scene and control traffic (both vehicle & pedestrian).

### 5.0 Safe Distances and Places of Refuge

#### 5.1 Emergencies occurring at a Multnomah County Facility

- a) County facilities have Emergency Action Plans, developed by occupying departments, that employees will follow.
- b) The plans contain procedures for evacuating the facility and designate gathering locations for employees and visitors that are deemed safe distances.

## 5.2 Emergencies occurring on roads and bridges

If County personnel are responding to a spill that has occurred on a road or bridge, the following steps will be taken:

- a) Responders will approach the scene cautiously.
- b) Stay upwind as much as possible.
- c) Move further away if experiencing symptoms that may be related to hazardous materials exposure.

## 6.0 Security and Control

- 6.1 To prevent convergence onto the scene by unauthorized individuals, County personnel will begin securing the site by isolating the hazard area and denying entry. As a responder, you may need to exercise your authority to stop traffic.
- 6.2 County employees will not clean up anything other than an incidental spill.
- 6.3 If County employees are on-scene during a medium or large spill response they will remain in uncontaminated areas.

## 7.0 Evacuation Procedures

### 7.1 At County Facilities

- a) All Multnomah County facilities have an evacuation plan, developed by occupying departments, to assure proper evacuation of a County Facility under emergency conditions. Each plan is designed to ensure employee and visitor safety by providing the most efficient means of evacuation and identifying lines of communication and responsibility.
- b) It is the responsibility of management at each County facility to ensure that employees at that facility area familiar with the evacuation procedure. It is the responsibility of each employee to follow the evacuation procedure at his/her facility.

### 7.2 Roads, Homes, and Businesses

- a) During a spill of a hazardous material it may become necessary to evacuate people from nearby homes and businesses. In these situations, County responders will

follow the lead of local police and fire authorities and give assistance as directed.

## **8.0 Decontamination Procedures**

The purpose of decontamination is to prevent the spread of contamination from the hazard area to clean areas and into the environment. Because County staff will only take defensive measures to control medium or large spills, they should not be in contact with hazardous materials.

Nonetheless PPE, equipment, tools or materials that may have been in contact with hazardous materials will be bagged at the scene and transported back to the facility where they can be decontaminated.

County staff who clean up incidental spills will clean (i.e. decontaminate) or dispose of contaminated PPE, equipment, tools or materials as per their customary procedures. The Spill Response Contractor is capable of decontaminating impacted items as well.

## **9.0 Emergency Medical Plan**

9.1 Use your site or workgroup-specific procedures for responding to medical emergencies in the field. If immediate medical assistance is needed contact 911.

9.3 If an injured employee is taken to an emergency medical provider directly from the field, contact the employee's supervisor or designee as soon as possible. In addition, contact Risk Management as soon as possible.

## **10.0 After Action Review (AAR) of Emergency Response**

### **10.1 Critique meeting**

Following an emergency response, an AAR meeting will be held to review and revise all aspects of the emergency response. Appropriate personnel will attend this meeting. At a minimum, the following topics will be discussed:

- a) Managing the scene
- b) Identification of hazard(s)
- c) Analyzing the hazard(s)
- d) Selection and use of PPE

- e) Communication & Control of the hazard(s)
- f) Decontamination
- g) Termination of operation

#### 10.2 Incident documentation

During an emergency response, the Incident Commander will initiate documentation of the incident for future reference. The following items will be documented:

- a) History and facts about the cause of the incident.
- b) Description of steps taken by responders from the time of notification to the time of termination.
- c) Names and roles of on scene response personnel.
- d) Third party information, i.e., name, address, phone, insurance.
- e) Police report and official incident number.
- f) Internal Order Number (I.O. number) for charge back.
- g) External vendor reports and invoice copies

### **11.0 Emergency response equipment**

Multnomah County Transportation maintains a trailer equipped for the purpose of responding to emergency spills. The following equipment is on the trailer:

#### 11.1 Personnel Protective Equipment (PPE)

- a) Disposable boot covers
- b) Gloves
- c) Goggles
- d) Orange Cloth Overalls (various sizes)
- e) Dust masks

#### 11.2 Emergency Safety Equipment

- a) First aid kit

- b) Self-contained portable eye wash station

#### 11.3 Clean-up Equipment & Supplies

- a) Absorbent (grease sweep)
- b) Booms, long and short (petroleum and universal)
- c) Absorbent pads (petroleum and universal)
- d) Drain covers
- e) Small swimming pool (for spill containment)
- f) Shovels
- g) Push brooms
- h) Large heavy duty trash bags with ties and labels
- i) Barrier tape and cones
- j) Wipes for clean up
- k) Drum for waste collection
- l) 10' x 10' - 6 mil visqueen tarp for PPE removal.-

#### 11.4 Spill Kit location

There are a number of spill control kits in a variety of locations throughout the County. Spill control kits have been placed at the following locations:

- a) In Road Maintenance Supervisors trucks
- b) District 1 Shop (Skyline)
- c) District 5 Shop (Springdale)
- d) Yeon Shops Warehouse
- e) Hansen Station
- f) Blanchard Fleet Shop
- g) Operator's tower on the four Willamette River draw bridges
- h) Emergency Response Coordinator's Vehicle

- i) Facility: B437 - Multnomah County East - 600 NE 8<sup>th</sup> Gresham, Oregon. Spill kit located in boiler room adjacent to the main parking lot east end of the building.
- j) Facility: B314 - Inverness Jail - 11540 NE Inverness Drive. Spill kit is located in the lobby reception desk.
- k) Facility: B311 - Juvenile Justice Center - 1401 NE 68<sup>th</sup> Avenue, Portland, Oregon. Spill kit located inside the HVAC Plant outside wall of the office door.
- l) Facility: B420 - Southeast Health - 3653 SE 34<sup>th</sup> Avenue, Portland, Oregon. Spill kit located on the first floor in the Janitor storage room adjacent to the front door.
- m) Facility: B322 - Northeast Health - Walnut Park/NEHC, 5329 NE MLK Blvd. Spill kit located in the compressor room at the south end of the building adjacent to the parking lot.
- n) B504 the Multnomah Garage - 501 SE Hawthorne Blvd. Spill kit located in the electrical room at the entrance of the garage.
- o) Facility: B119 - Justice Center - 1120 SW 3<sup>rd</sup>. Spill kit located in the guard shack at the bottom of the entrance ramp L1.