

# Contingency Planning for the Household Hazardous Waste Facility

THIS GUIDE WILL ILLUSTRATE PPPP  
PRIOR PLANNING PREVENTS  
PATHETICALLY POOR  
PERFORMANCE

# Home Boy's Plan-The HWMA model

The current Contingency Plan for the Permanent HHW Facility in Eureka

- **1. Facility Identification and General Information**

- Name: Humboldt Waste Management Authority (HWMA)
- Address: 1059 W. Hawthorne Street, Eureka, California 95501
- Director: Jill Duffy
- Emergency Coordinators
- Brent Whitener
- Tiffany Ibbs
- Neva Swan
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- Type of Facility
- Household hazardous waste (HHW) and conditionally exempt small quantity generator (CESQG) collection center. Shares property with a solid waste transfer station and recycling center.
- Site Plan
- See Figure 1 on the next page.

# HWMA Hawthorne Street Transfer Station

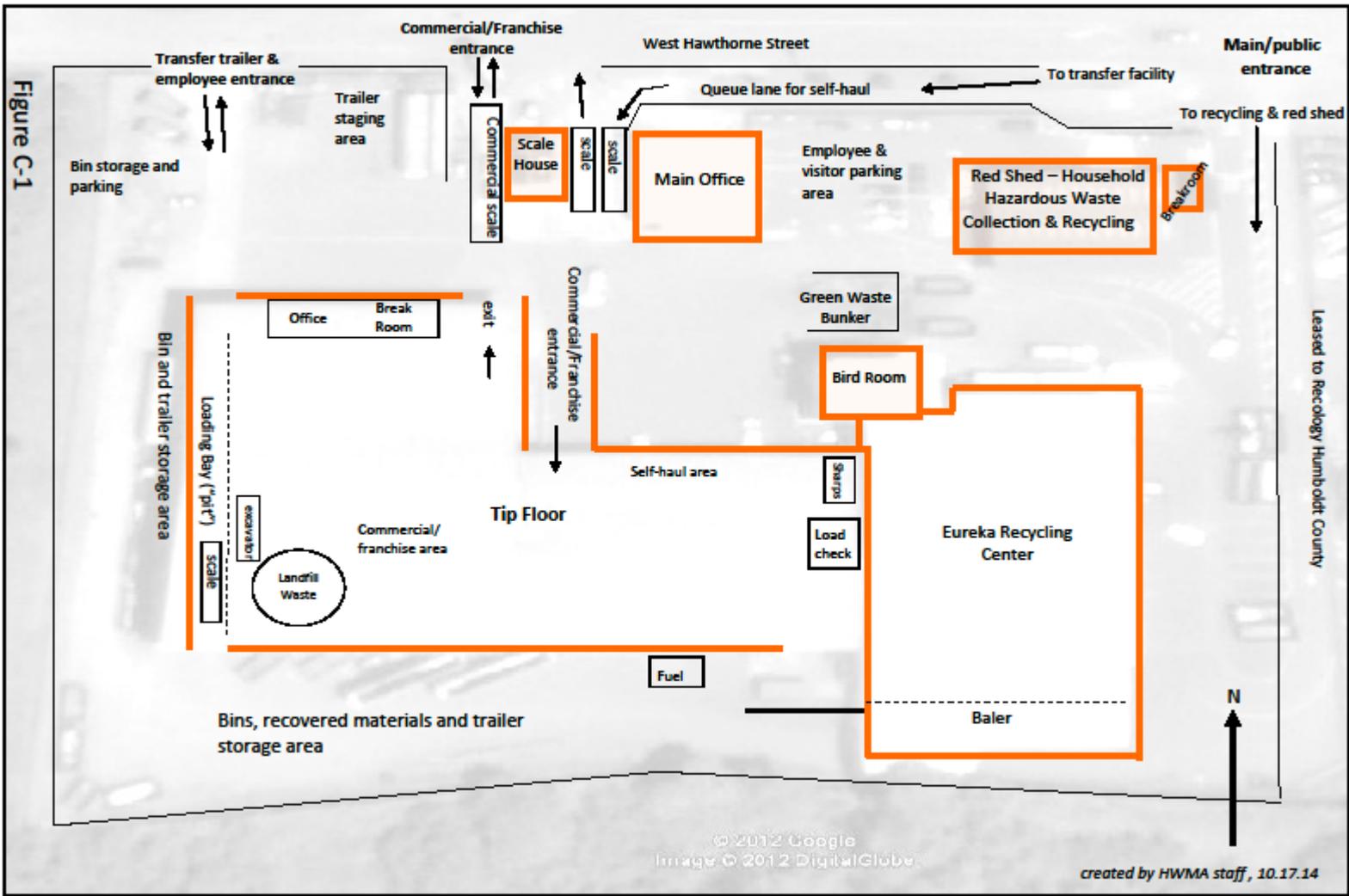


Figure C-1

# The Salt Mine



## The Goodie List --What we have on Hand

- Generator, TSDf Activities
- Location for accepting HHW and CESQG wastes, as well as hazardous waste discovered in load checks of solid waste transfer stations. Most waste is HHW, including, but not limited to: paint related materials, cleaners, garden products and automotive products. Material is stored in 55-gal metal and poly drums or a cubic yard box.
- Hazard classes stored in the building at any given time:
  - 2 – Compressed gases: propane, freon, aerosols
  - 3 – Flammable liquid: gasoline, oil, kerosene, diesel, toluene, xylene, acetone, alcohol
  - 4.1 – Flammable Solid: Elemental sulfur, naphthalene mothballs
  - 4.2 – Spontaneously combustible: sodium hydrosulfite, charcoal
  - 4.3 – Dangerous When Wet: Sodium metal, aluminum phosphide, zinc phosphide
  - 5.1 – Oxidizer: Potassium chlorate, sodium hypochlorite
  - 5.2 – Organic Peroxide: methyl ethyl ketone peroxide, hydrogen peroxide >30%
  - 6 – Toxic: pesticides, organophosphates, fertilizers, cleaners
  - 8 – Corrosive: hydro chloric acid, sulfuric acid, phosphoric acid, sodium hydroxide, ammonia
  - 9 – Misc: PCB ballasts, pharmaceuticals, medical sharps
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- A current inventory can be found on any computer connected to the HWMA server at:
- G:\5. Programs\Household Hazardous Waste\1. Admin HHW\Data\HHW Inventory 2015

# Leadership Roles



# Just who is in charge here anyway?

- **2. Emergency Coordinator**

- Primary: Brent Whitener
- Programs Manager
- Eureka, CA
- Telephone: 707-599-5762 work cell
- 707-444-8449 home
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- First Alternate: Tiffany Ibbs
- Senior Hazardous Materials Technician
- Arcata, CA
- Telephone: 707-616-0243 personal cell
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- Second Alternate: Neva Swan
- Safety and Compliance Officer
- Eureka, CA
- Telephone: 707-499-2451 personal cell
- 707-268-0782 home
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- The primary emergency coordinator is responsible for all operations of the hazardous waste collection facility and has purchasing power in the event that funds need to be expended for an incident which requires implementation of the Contingency Plan.

## **Kick It into Gear**

- **3. Implementation of the Contingency Plan**
- The Contingency Plan will be implemented if an incident might threaten human health or the environment. The emergency coordinators have full authority to make this decision.
- Implementation of the contingency plan is not limited to incidents at the regulated storage units, but includes incidents at all hazardous waste generation and accumulation points throughout the facility.
- Furthermore, the contingency plan must be implemented whenever an incident might involve hazardous waste anywhere on the plant property. Depending upon the degree of seriousness, the following potential emergencies might call for the implementation of the contingency plan

## Imminent Danger ? Is there an APP for that?

- Spills
- A spill of any on-site generated or stored hazardous waste from containers or tanks which cannot be contained on-site resulting in off-site soil contamination and/or ground or surface water pollution.
- Fires
- A fire which could cause the release of toxic fumes from hazardous waste.
- If the fire spreads, it could ignite materials at other locations at the site or cause heat-induced explosions.
- A fire which could spread to off-site areas.
- Use of water or water and chemical fire suppressant could result in contaminated run-off.
- Explosions
- An imminent danger exists that an explosion involving hazardous waste could occur, resulting in a safety hazard due to flying fragments or shock waves.
- An imminent danger exists that an explosion could ignite other hazardous waste at the facility.
- An imminent danger exists that an explosion involving hazardous waste could result in the release of toxic material.
- An explosion has occurred.

# Run in circles, scream and shout....

## 4. Emergency Response Procedures for Spills, Fires, and Explosions

- Immediately upon discovery of an emergency (Notification)
- An employee discovering a spill, fire, or an imminent danger of explosion involving hazardous waste that is not easily controllable with equipment and materials at hand must contact the emergency coordinator. The emergency coordinator will immediately respond to the call and assess the situation.
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- In case of fire, before exiting the building, activate overhead fire suppression system (pull pin/red box). This will close the building doors, turn off the exhaust fan, and contact the Humboldt Bay Fire Department. Once doors are closed, thus down the electrical system at the Recycling Break Room, SW wall, breaker is marked "HHW".
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- If the emergency can be controlled without evacuating the facility, emergency crew members will be contacted to respond to the incident. If the emergency coordinator determines that the incident requires evacuation of the facility, he/she will immediately initiate evacuation procedures.
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- The emergency coordinator will concurrently assess the situation by identifying the character, exact source, amount and extent of any released material. He/she will also make an assessment of possible threats to human health and the environment.
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- If the incident could threaten the environment or human health outside the HWMA property, the emergency coordinator will contact the Humboldt Bay Fire Department, the Eureka Police Department, and St. Joseph's Hospital if injuries have occurred from the incident.

# You make the call !

- The emergency coordinator or Safety and Compliance Officer will call the National Response Center,
- telephone 1-800-424-8802, and report the incident. The report will include the following:
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  - -- Name and telephone number of the reporter.
  - -- Name and address of this facility.
  - -- Time and type of incident
  - -- Identification and quantity of materials involved.
  - -- The possible hazards to the environment and human health outside the facility.
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- In addition, the emergency coordinator or Safety and Compliance Officer will contact the Humboldt County Department of Environmental Health at 707-442-6215.

## *Keep it in the family*

- During the emergency control phase (Control and Containment)
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- The emergency coordinator will take all necessary measures to contain the hazard within the facility property, and to prevent its spread to other nearby properties, with the assistance of the emergency crew and emergency personnel assigned by the various parties contacted.
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- In case of a spill, the material must be identified prior to containment/clean up actions. Absorbent material will be placed on the spill by the emergency crew. If the spill is from a leaking or damaged container, it will immediately be over packed.
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- In case of a fire or explosion, emergency crew personnel are instructed that if the fire cannot be readily controlled with available equipment, the area must be immediately evacuated.

## Wrapping it up

- Following attainment of control (Follow-up)
- Following containment and control of the emergency, the emergency coordinator, along with the emergency crew, will provide for collection, treatment, and disposal of the waste and contaminated soil, water, or other materials by the emergency crew or outside contractor, as appropriate.
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- The emergency coordinator will ensure that all emergency equipment is restored to full operational status by the emergency crew.
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- The emergency coordinator will investigate the cause of the emergency and will take steps to prevent a recurrence of such or similar incidents.

# Tools of the trade

- **5. Emergency Equipment**

- Internal Communication/ Alarm System

- A hand-held 2-way radio is stationed on the window sill of the goat shed.
- A telephone is located in the goat shed.
- If a fire alarm is activated in the building, it sounds all other fire alarms in the facility. There is a red pull box by the east exit. There are 3 manual actuators for the fixed fire suppression system located by each of the south roll-up doors and the west exit.

- Fire Control Equipment

- To provide rapid response to fires, wall-mounted, hand-held fire extinguishers are centrally located at each of eight (8) areas within the building. An automatic fire suppression system runs throughout the building and is broken down into 3 control zones. It is activated by either manual activator by exit doors, or by 28 fusible links near the ceiling that trigger the system at 165°F.

- Capabilities: Response to small fires.

- Spill Control Equipment

- Each working area within the building is equipped with a supply of spill absorbing materials. There are additional materials (pads, booms) located by the SE roll up door. Additional supplies are located in the western connex box just south of the building. Keys for this are in the key box on the goat shed wall. Shovels and brooms can be found throughout the building. An emergency shower and eye fountain to wash off personal spills is by the SE roll up door.
- The bird room contains a large supply of absorbent material, shovels, over pack drums, and brooms for spill control.
- Capabilities: Response, containment, and cleanup of spills throughout the facility.

# Keeping well and healthy

- Personal Protective Equipment
- The goat shed area of the building contains a large amount of tyvek coveralls, eye protection, and gloves for emergency crew members. Also, HHW employees are assigned and fit tested in a full face respirator with appropriate cartridges.
- Capabilities: To provide emergency crew members with protection when responding to emergency spills.
- First Aid
- The outside wall of the goat shed houses a fully stocked first aid station.
- Capabilities: To provide first aid for minor injuries which occur during normal situations or during emergencies.

# KNOW WHEN TO JUST WALK AWAY

- **6. Coordination Agreements and Telephone Numbers**

- Eureka Police Department 707-441-4060

- Humboldt Bay Fire Department 707-441-4000

- The Humboldt Bay Fire Department has visited the site and has observed site access routes, the locations of high risk areas, and has inspected fire protection capabilities including the sprinkler system. These inspections are conducted twice per year. In addition the fire department has assisted in training exercises for the emergency crew using ignitable materials.

- Humboldt/ Del Norte Hazardous Materials Response Team 911

- St. Joseph's Hospital 707-445-8121

- **7. Evacuation Plan**

- Facility personnel will be evacuated if the emergency coordinator decides that their personnel safety is in danger.

- Facility personnel are instructed to immediately shut down all equipment and proceed to the nearest exit and assemble at the administration building. If the nearest exit is blocked, personnel must use the next nearest available exit.

- If the administration building is not a safe place to assemble, proceed to either the corner of Felt/Hawthorne St or the bowling alley parking lot (wind direction will determine location).

- Each employee must immediately report to his/her supervisor upon reaching the administration building.

## **Report to me in the morning**

- **8. Required Reports**
- Incident Report
- Immediately following the event, when the situation is resolved, fill out an Incident Report for the Safety and Compliance Officer. Depending on the emergency incident, you may be asked to complete more reports or assist with secondary notifications.
- **9. Amendment of Contingency Plan**
- HWMA will review, and amend, this contingency plan whenever the following situation apply: applicable regulations are revised; the plan fails in an emergency; the facility changes in its design, construction, operation, maintenance, or other circumstances in a way that materially increases the potential for fires, explosions, or releases; the list of emergency coordinators changes; the list of emergency equipment changes; or annually.