



# CONTRA COSTA COUNTY

## AGENDA

### Industrial Safety Ordinance/Comm Warning System Ad Hoc Committee

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Monday, December 16, 2024

2:00 PM

4585 Pacheco Ste.100, Martinez, CA  
94553 - Carquinez Room  
11780 San Pablo Avenue, Suite D El  
Cerrito, CA 94530  
190 East 4th Street, Pittsburg, CA 94565  
<https://zoom.us/j/97612546249>  
Call in:+16699006833,,97612546249#

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*Committee Members: Board of Supervisors John Gioia (Committee Chair) and Federal Glover (Committee Vice Chair)*

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Roll Call and Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).
3. APPROVE the September 3, 2024 ISO/CWS Ad Hoc Committee meeting [24-4267](#) minutes.  
**Attachments:** [09032024 ISO CWS Ad Hoc Minutes](#)
4. APPROVE the October 16, 2024 ISO/CWS Ad Hoc Committee meeting minutes. [24-4268](#)  
**Attachments:** [10162024 ISO CWS Ad Hoc Minutes](#)
5. RECEIVE a status update on Level 1 Community Awareness Messaging and provide direction as necessary.
6. RECEIVE a status update on the Martinez Refining Company Oversight Committee and provide direction as necessary.

Adjourn

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 4585 Pacheco Blvd. Suite 100 Martinez, CA 94553, during normal business hours. Staff reports related to items on the agenda are also accessible online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov). If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: [Nicole.Heath@cchealth.org](mailto:Nicole.Heath@cchealth.org), 925-655-3240



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 24-4267

**Agenda Date:** 12/16/2024

**Agenda #:** 3.

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**Advisory Board:** Industrial Safety Ordinance (ISO)/Community Warning System (CWS) Ad Hoc Committee

**Subject:** APPROVE the September 3, 2024 ISO/CWS Meeting Minutes

**Presenter:** Nicole Heath, Director of Hazardous Materials Programs

**Contact:** Nicole.Heath@cchealth.org

**Information:** Attached to this agenda item is the September 3, 2024 Industrial Safety Ordinance/Community Warning System Ad Hoc Committee meeting minutes.

**Recommendation(s)/Next Step(s):** APPROVE the September 3, 2024 ISO/CWS Ad Hoc Committee meeting minutes.



# Minutes

## INDUSTRIAL SAFETY ORDINANCE/ COMMUNITY WARNING SYSTEM AD HOC COMMITTEE

September 3, 2024  
9:00 AM

### Meeting Minutes:

1. Roll Call and Introductions

The meeting was called to order at 9:01 AM.

Committee Chair Supervisor John Gioia and Committee Vice Chair Federal Glover were present.

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

No public comments were received.

3. APPROVE the July 11, 2024 Industrial Safety Ordinance/Community Warning Meeting Minutes  
Minutes approved. One public comment was received.

4. APPROVE the August 6, 2024 ISO/CWS Meeting Minutes  
Minutes approved. No public comments were received.

5. RECEIVE a status report regarding proposed modifications to the Contra Costa County Hazardous Materials Incident Notification Policy for Level 1 incident notifications to the public and PROVIDE direction as necessary.

Update provided by Adam Springer. Discussed status of CWS policy changes, community messaging, and technology changes. Per CWS Manager Julie Beach, implementation is anticipated for the beginning of 2025, with a month of testing prior to going live. The committee discussed nuances in the notification policy for flaring events and CWS opt-in vs opt-out. Additional information can be found in the attached [HazMat Notification Policy – Draft 8.27.24](#) document.

Three public comments were received.

6. RECEIVE a report regarding potential revisions to the Industrial Safety Ordinance to include tank terminal facilities and PROVIDE direction as necessary.

Update provided by Nicole Heath. The committee discussed the new facilities that would fall under the proposed ISO amendments. These amendments will go to the Board of Supervisors on 9/10/2024 at 9:00 AM. The committee also discussed the implementation of a local ISO City of Martinez and Pittsburg, as well as amendments to the City of Richmond's RISO.

One public comment was received.

7. RECEIVE a status report regarding the independent incident investigation into the November 24-25, 2022 Spent Catalyst Release at the PBF Refinery and PROVIDE direction as necessary.  
Update provided by Tim Mallowney (Scott Berger and Associates). Eight root causes were identified, in addition to two contributing causes, encompassing process hazard analysis (PHA) guidance, procedure deviation, procedure management, stop work, training, fatigue management, and instrument troubleshooting. The board discussed report timelines following qualifying incidents within the county. Three public comments were received.
  
8. RECEIVE an update from the Oversight Committee regarding the investigation into the spent catalyst release that occurred on November 24-25, 2022 at the Martinez Refining Company.  
Update provided by Nicole Heath. For the independent safety culture assessment, the 45-day public comment period is open, a public meeting was held 8/15/2024, and the period will be closing 9/16/2024. Public comments will be incorporated into the report, which will be finalized and brought to the Board before the end of the year.  
One public comment was received.

The meeting was adjourned at 10:03 AM.



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 24-4268

**Agenda Date:** 12/16/2024

**Agenda #:** 4.

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Advisory Board: Industrial Safety Ordinance (ISO)/Community Warning System (CWS) Ad Hoc Committee

Subject: APPROVE the October 16, 2024 ISO/CWS Meeting Minutes

Presenter: Nicole Heath, Director of Hazardous Materials Programs

Contact: [Nicole.Heath@cchealth.org](mailto:Nicole.Heath@cchealth.org)

Information: Attached to this agenda item is the October 16, 2024 Industrial Safety Ordinance/Community Warning System Ad Hoc Committee meeting minutes.

Recommendation(s)/Next Step(s): APPROVE the October 16, 2024 ISO/CWS Ad Hoc Committee meeting minutes.



# Minutes

## INDUSTRIAL SAFETY ORDINANCE/ COMMUNITY WARNING SYSTEM AD HOC COMMITTEE

October 16, 2024  
9:30 AM

### Meeting Minutes:

1. Roll Call and Introductions

The meeting was called to order at 9:36 AM.

Committee Chair Supervisor John Gioia and Committee Vice Chair Federal Glover were present.

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

No public comments received.

3. RECEIVE a status report regarding the Safety Culture Assessment of the Martinez Refining Company as a result of the November 24-25, 2024 Spent Catalyst Release and PROVIDE direction as necessary. Report provided by Scott Berger and Associates, LLC. The report included the results of the independent safety culture assessment at PBF Energy Martinez Refining Company (MRC). This is the updated report following the end of the 45-day public comment period. The purpose of the study was to assess process safety management systems at the facility, assess facility leadership commitment to execution of these systems, and compare the results of the study to the facility's internal culture survey results. Opportunities for improvement include increased learning from incident investigations, maintaining consistency within the procedure deviation process, closing gaps in the facility's asset integrity program, and better-managing audit action item timelines. This report also highlighted several culturally positive findings, including emergency preparedness, leadership commitment to process safety management, and mechanical integrity management systems. In comparison with MRC's own internal culture survey, Scott Berger noted scoring rubric bias and lack of focus in analysis of the results. Using a weighted method, Scott Berger's analysis noted strengths within personal responsibility of employees, reporting of incidents and near-misses, and comfort using stop work authority. On the other hand, the analysis noted weaknesses surrounding pressure to complete work-related tasks, gaps in preventative maintenance, and gaps in knowledge-sharing for incident investigations. Five public comments were received during the public comment period, with one minor change appended to the report to reduce potential confusion.

The committee members discussed how the implementation of these recommendations will be tracked and managed, including multiple items due both this year and next year, along with the Health Department's HazMat division follow-up in the implementation. This follow-up includes close coordination with MRC management to ensure that items are being completed within specified timelines and are meeting the intent of each recommendation.

No public comments received.

The meeting was adjourned at 10:09 AM.