

**FREDERICK COUNTY
Local Emergency Planning Committee (LEPC)
Meeting Minutes**

DATE: January 13, 2020

TIME: 8:30am

LOCATION: Public Safety Training Facility, Conference Room #126
5370 Public Safety Place
Frederick, MD 21704

Attendees: Sue Barthol, Frederick County DPW; Carmen Arias, Frederick County Health Department; David Barnes, DFRS; Joyce Renner, HMS Health; Nick Shelley Frederick County Emergency Preparedness; Paul Beliveau, City of Frederick; Wayne Wachsmuth, Maryland State Police; Kristie Dutrow, Emergency Communications; Sharon Riddell, Emergency Preparedness; Chris Ciucci, Astra Zeneca; Robert McNamara, Trans-Tech INC; Robin Santangelo, FCG County Executive's Office (late)

CALL TO ORDER: David Barnes called meeting to order at 8:30am

- Introduction and welcome of LEPC members and guests

MEETING MINUTES

- A motion was made by Sue Barthol and seconded by Chris Ciucci that the minutes of the October 14, 2019, meeting be accepted as presented. The motion was approved by all.

COMMITTEE REPORTS:

- External Standing Committee
 - November 13, 2019 drill Skyworks
 - Drill went well
 - Skyworks staff went through spill procedures. Having DFRS observing and present during drill was beneficial.
 - Ideas were given in regards to where important documents should be located for easy access during an event.
- Internal Standing Committee
 - Review is needed of our Web page to update contact – this will be priority for 1st quarter of 2020.
 - Ensure meeting dates, agendas and minutes are posted on Web site

OLD BUSINESS:

- Secretary position is vacant: Sharon Riddell will be acting Secretary until upcoming elections.
- September meeting will be in the evening on September 21, 2020. This meeting will be located at Winchester Hall and will be televised.

NEW BUSINESS:

- Skyworks Table Top, Robert McNamara
 - Annual 8 hour procedure review and tabletop
 - Nov 13 1000-1400
 - Lunch provided
- Future Oct meetings shift date to prevent conflict with State Holiday
 - Discussion was had on meeting dates
 - January and April will be the second Monday
 - July meeting will move to September for Preparedness Month
 - October meeting moved to first week in November
 - All present approved the change
- NRC Notifications
 - No new notifications since the September meeting.

ROUNDTABLE DISCUSSION:

- Issues/events pertinent to the mission of the LEPC
- Chris Ciucci:
 - In the future look at the possibility of having meetings at other LEPC member locations
- Joyce Renner:
 - HMS Health is located in the Stafford Business Park and is one of Maryland's Medical Cannabis growing and processing locations.
 - Possibility of being able to donate used drums to Frederick County DFRS
- Robert McNamara:
 - Skyworks ISO Audit is scheduled for tomorrow
 - Will be able to continue donating plastic drums to Station 33 and ash cans to Station 14
- David Barnes
 - Fire and Rescue Hazmat has been busy with several gas leaks in the last couple months
 - Recently had two large above ground propane leaks on Suburban Propane tanks
 - DFRS Grant employees are working on obtaining additional grant money for Hazmat training
 - April 13 and April 14, 2020 MIEMSS state wide Highly Infectious Drill at NIST
- Robin Santangelo
 - Next Meeting would like to discuss G7 Summit will be held June 7th – 12th
 - Would like to discuss running an article in the Frederick News Post about "Who LEPC is and what we do"
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- Motion to Adjourn by Sue Barthol and seconded by Chris Ciucci
 - Unanimous vote to adjourn (Meeting end 8:44am)

NEXT MEETING: April 13, 2020, 8:30am, PSTF, Room 130 EOC

Send any items/topic for the agenda to sriddell1@frederickcountymd.gov