

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

**DATE:** July 12, 2021

**TIME:** 8:30am

**LOCATION:** Virtual Meeting

**Attendees:** David Barnes, FC-DFRS; Sue Barthol, FC-DPW; Brian Black, FC-Attorney's Office; Melissa Bonaparte, FHH; Rohan Brown, FC-DEP; Laura Casillas, EPA; Kelly Cambrell, FC-County Executive's Office; Dennis Dudley, FC-DEP; Kristie Dutrow, FC-DEC; Charlie Fitzsimmons, EPA; Allen Frenette, Homeland Security; Lee Godwin, FCC; Hanna Goodman, Red Cross; Kevin Grunwell, Brunswick Police; Megan Galvin, Healthcare Coalition; Tracie Hanson, Homeland Security; Anthony Johnson, Washington Gas; Lt. Stephen Johnson, MSP; Todd Johnson, FC-Health Department; Netra Karkee, Saputo Dairy; Vivian Laxton, FC-County Executive's Office; Lloyd Lump, Dairy Maid; Ron Kunz, NIH; Robert McNamara, Skyworks; Caroline Mitchell, Red Cross; Sharon Riddell, FC-DEP; Laurie Shaw, MSD; Scott Shepardson, FPD; Robin Shusko, FCC; Thomas Sinton; FC- Attorney's Office

**CALL TO ORDER:** Dennis Dudley called meeting to order at 8:31am

- Introduction and welcome of LEPC members and guests

**MEETING MINUTES**

- A motion was made to approve the April 12, 2021 Minutes by Sue Barthol and seconded by Megan Galvin, The motion was approved by all.

**COMMITTEE REPORTS:**

- External Standing Committee
  - **Dairy Maid Drill**
    - Review AAR comments
    - Drill conducted on September 2, 2020 at 9:00 am
    - Drill was conducted on site and virtually
    - Positive feedback from all participants
  - Internal Standing Committee
    - Work on public messaging with the Video Services
    - Priority for 2021 update Website
      - Change time for Internal Standing Committee Meeting
      - Ensure meeting dates, agendas and minutes are posted on Web site

**OLD BUSINESS:**

- LEPC Dates 2021: April 12<sup>th</sup>, July 12<sup>th</sup>, October Meeting to be held in September 15 (pending approval of use of Winchester Hall) for Emergency Preparedness Month (Evening Meeting)

- Until restrictions are lifted, meetings have been conducted in Microsoft Office Teams conference calls
- Update Membership: please provide updates to [sriddell1@frederickcountymd.gov](mailto:sriddell1@frederickcountymd.gov) names to Sharon
- We will be sending the Membership listing to the SERC for approval

## NEW BUSINESS:

- Update Membership: please provide updates to [sriddell1@frederickcountymd.gov](mailto:sriddell1@frederickcountymd.gov)
- NRC Notifications – N/A
- September meeting will be held live at Winchester Hall as in-person restrictions are expected to be lifted for September. Meeting will broadcast live on Frederick County Channel 19. Tentative meeting date is 9/15/2021 at 7:00pm. Meeting will coincide with Emergency Preparedness Month

## ROUNDTABLE DISCUSSION:

Issues/events pertinent to the mission of the LEPC

- Megan Galvin
  - Health Care Coalition is currently for a Chair and Vice-Chair.
- Lori Shaw
  - MSD currently have some students on campus for summer classes
  - MSD is expected to return to full classes last week of August
- Vivian Laxton
  - PIO Committee has drafted a Social Media policy that is currently awaiting approval
- Melissa Bonaparte
  - FHH has had some days of zero COVID-19 patients
  - FHH will be keeping the surge tent on location
  - Started normal preparedness with handing out stop the bleed kits
- Dave Barnes
  - Fire and Rescue participated in the active shooter incident on April 6, 2021 and currently working with a work group consisting of Law Enforcement and Fire & Rescue about revising Active Shooter Policy
- Robin Shusko
  - FCC will participate in National Safety Awareness Month by holding a roundtable. You are welcome to participate
- Allen Frunette
  - Town of Mt. Airy reached out for a security assessment on water treatment plant
- Charlie Fitzsimmons
  - Introduced himself as the representative from the EPA
  - If you have questions concerning NRC Reports please reach out to Charlie or Laura Casillas
- Tracie Hanson
  - Any questions on chemical reporting please reach out to her
- Todd Johnson
  - Vaccination report – Pfizer discussion about booster shots. Health Department has no plans for boosters at this time
  - Health Department Clinic is county operated and will not close with state run clinic

Motion to adjourn by Todd Johnson, second by Sue Barthol. The motion passed unanimously and the meeting was adjourned at 9:03am.

**NEXT MEETING:** Approximately September 15, 2021, 7:00pm, Winchester Hall

Send any items/topic for the agenda to [sriddell1@frederickcountymd.gov](mailto:sriddell1@frederickcountymd.gov)