

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

**DATE:** April 25, 2022

**TIME:** 8:30 am

**LOCATION:** Virtual (call in audio only [+1 667-217-6643, 813251345#](tel:+16672176643) United States, Baltimore

Phone Conference ID: 813251345#)

**CALL TO ORDER:**

- Introduction and welcome of LEPC members and guests

**MEETING MINUTES**

- Review/Approve January 10, 2022 meeting minutes

**COMMITTEE REPORTS:**

- External Standing Committee
  - Request for locations or risks to table top or drill in 2022
    - Kite Pharma requested to conduct a Hazmat Drill
    - BC Jon Newman will check with DFRS on a possible drill/tabletop to be conducted with Kite Pharma Oct to Mid-Nov timeframe.
- Internal Standing Committee
  - Reminder this is a public meeting under the Open Meetings Act
  - Work on public messaging with the Video Services
    - Hazmat Video to inform on what actions to take and understand response plans
      - Intro: Preparedness for Hazmat and risks
      - Shelter in place and Evacuation explained
      - Hazmat unit response
  - Priority for 2022 update Website
    - Change time for Internal Standing Committee Meeting
      - Same day as External Committee
    - Ensure meeting dates, agendas and minutes are posted on Web site

**OLD BUSINESS:**

- 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 County Executive and SERC for approval in September.
- **LEPC Dates 2022: January 10, April 11, July 11 and a September date for emergency Preparedness Month.**
- **New Officers:**
  - Chair: Dennis Dudley
  - Vice Chair: BC Jon Newman
  - Secretary: Sharon Riddell
- **Constitution and bylaws update**
  - 2016 update was not submitted for approval
  - Input for changes to bylaws

#### **NEW BUSINESS:**

- **NRC Notifications**

#### **ROUNDTABLE DISCUSSION:**

- Issues/events pertinent to the mission of the LEPC

**NEXT MEETING:** July 11, 2022, 8:30 am, Virtual or Room 126 PSTF

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