

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

DATE: January 10, 2022

TIME: 8:30am

LOCATION: Virtual Meeting

Attendees: Paul Beliveau, Fort Detrick; Rohan Brown, FC-DEP; Kelly Cambrell, FC-Executive's Office; Laura Casillas, EPA; Steve Cirko, City of Frederick; Chris Ciucci, AstraZeneca; Dennis Dudley, FC-DEP; Lisa Dunaway, Homeland Security; Kristie Dutrow, FC-DEC; Allen Frenette, Homeland Security; Kevin Grunwell, Brunswick Police; Nathan Hupp, City of Frederick; Todd Johnson, FC-Health Department; Netra Karkee, Saputo Dairy; Ron Kunz, NIH; Tyler Muntz, FC-DPW; Jon Newman, FC-DFRS; Sharon Riddell, FC-DEP; Megan Roderick, Healthcare Coalition; Rebecca Rogers, FC-DEP; 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 September 20, 2021 Minutes by Robin Shusko and seconded by Todd Johnson, the motion was approved by all.

COMMITTEE REPORTS:

- External Standing Committee
 - Request for locations or risks to table top or drill in 2022
 - ❖ Fort Detrick is conducting power outage drill this year
 - ❖ Health Care Coalition Radioactive Surge TTX
- Internal Standing Committee
 - Work on public messaging with Video Services
 - Priority for 2021 is update Website
 - Change time for Internal Standing Committee Meeting
 - ❖ Same day as External Committee
 - ❖ Ensure meeting dates, agendas and minutes are posted on Website

OLD BUSINESS:

- Until restrictions are lifted, meetings will be conducted via Microsoft Office Teams conference calls
- Update Membership: please provide updates to sriddell1@frederickcountymd.gov names to Sharon
- We will be forwarding the Membership listing to the County Executive and SERC for approval

NEW BUSINESS:

- LEPC Dates 2022: January 10, April 11, July 11, and September's date will be announced to coincide with Emergency Preparedness Month
- New Officers:
 - Chair: Dennis Dudley
 - Vice Chair: BC (Battalion Chief) Jon Newman
 - Secretary: Sharon Riddell
- Constitution and Bylaws update
 - 2016 update was not submitted for approval
 - Input for changes to Bylaws
- NRC Notifications
 - Incident reported on October 8, 2021, location Glade Valley Animal Hospital for other/tile inside facility. While cleaning discovered an old bottle of Mercury that was spilled on the tile inside the facility. The spill was cleaned using paper towels and masking tape to clean surfaces.

ROUNDTABLE DISCUSSION:

Issues/events pertinent to the mission of the LEPC

- Megan Roderick
 - Health Care Coalition Radioactive Tabletop will be scheduled sometime between July 2022 and June 2023.
- Laura Casillas
 - Charlie Fitzsimmons retired from the EPA in December
- Robin Shusko
 - FCC fully open and operational – currently on a modified remote work
- Nathan Hupp
 - City of Frederick will schedule NIMS (FEMA) course ICS for senior officials and Board of Alderman
- Todd Johnson
 - Medical Counter Measures Training and Exercise Plan – 3-year plan – Fall 2023 notifications on full scale drill – Notification Drill September 2023 (Medication pick-up drill)
 - Maryland Department of Health is requiring all employees to have NIMS (FEMA) course ICS-100, 700 & 800 training – Supervisors are required to have ICS-200 training

Motion to adjourn by Chris Ciucci, second by Ron Kunz. The motion passed unanimously and the meeting was adjourned at 8:57am.

NEXT MEETING: April 11, 2022, 8:30am, Virtual Teams Meeting or Room 126 PSTF

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