

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

DATE: April 25, 2022

TIME: 8:30am

LOCATION: Virtual Meeting

Attendees: Melissa Bonaporte, FHH; Rohan Brown, FC-DEP; Kelly Cambrell, FC-Executive's Office; Laura Casillas, EPA; Dennis Dudley, FC-DEP; David Foehner, CSX; Kevin Grunwell, Brunswick Police; Ron Kunz, NIH; Caroline Mitchell, Red Cross; Tyler Muntz, FC-DPW; Jon Newman, FC-DFRS; Sharon Riddell, FC-DEP; Dennis Reynolds, Kite Pharma; Robin Shusko, FCC; Kayla Wilems, Kite Pharma

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 January 10, 2022 Minutes by Robin Shusko and seconded by Kevin Grunwell, the motion was approved by all.

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 October to Mid-November timeframe.
- Internal Standing Committee
 - Reminder this is a public meeting under the Open Meetings Act
 - Work on public messaging with Frederick County Video Services
 - Hazmat Video to inform 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 Frederick County Government LEPC Website

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 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
 - No issues/events to report

Motion to adjourn by Jon Newman, second by Ron Kunz. The motion passed unanimously and the meeting was adjourned at 8:40am.

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

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