

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

DATE: July 11, 2022

TIME: 8:30am

LOCATION: Virtual Meeting

Attendees: Melissa Bonaporte, FHH; Bryon Black, FC-Attorney's Office; Shawn Dennison, FC-HD; Dennis Dudley, FC-DEP; Lisa Dunaway, Homeland Security; David Foehner, CSX; Allen Frenette, Homeland Security; Lewis Godwin, FCC; Todd Johnson, FC-HD; Ron Kunz, NIH; Lloyd Lump, Dairy Maid; Tyler Muntz, FC-DPW; Robin Shusko, FCC; David Tolino, Trans Tech; 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
 - ICS 300/400 Course available October 31 – November 4, 2022 at PTSF
 - Advance PIO Course available November 14 – November 18, 2022 at PTSF
 - Kite Pharma recently completed Active Shooter training with the Sheriff's Office
 - Dairy Maid Corporation recently complete their three (3) year compliance audit – Updated Emergency Action Plan – need to coordinate with DFRS on plan
- Internal Standing Committee
 - Reminder this is a public meeting under the Open Meetings Acts legislation
 - Right-To-Know – the sub-committee is looking at developing an educational PSA concerning Right-To-Know. The committee is looking at possibly working with Video Services in regards to the PSA: Shelter in Place
 - Meeting with Video Services to discuss concepts
 - Jon Newman, Jeffrey Stull and Dennis Dudley wrote the script
 - Scott Betts is reviewing the script and planning on what needs to be filmed

- 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**
 - One report April 25, 2022 from Dairy Maid 259 East 7th Street Ammonia Anhydrous released into the air and atmosphere due to equipment failure

ROUNDTABLE DISCUSSION:

Issues/events pertinent to the mission of the LEPC

- Lloyd Lump
 - Provided a briefing on the leak that happened April 25, 2022
- Todd Johnson
 - New Budget period
 - Medical counter measures – being able to do what Health Department plans outline in an operation
 - Radiation emergency surge planning with a table top
- Allen Frenette
 - August 23rd, 24th & 25th Bomb Awareness Course
- Melissa Bonaparte
 - Requested the flyers for the bomb awareness course be sent to all members
- Robin Shusko
 - Finalizing logistics for sheltering exercise at FCC
- David Tolino
 - Delivered Tier II to Westview and Carroll Manor Fire Departments

Motion to adjourn by David Fuller, second by David Tolino. The motion passed unanimously and the meeting was adjourned at 9:20am.

NEXT MEETING: September 2022, Winchester Hall Time and Date TBD

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