

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

DATE: January 8, 2024

TIME: 8:30am

LOCATION: Virtual – Microsoft Teams

Attendees: Leslie Barnes-Keating (FCG-Executive's Office); Jenifer Beach (FCG-DEM); Paul Beliveau (Ft. Detrick); Kyle Boedecker (Ft. Detrick); Melissa Bonaparte (FHH); Chris Burt (Red Cross); Fernando Castaneda (DHS); Mary Chizmar (BBPO/Ft. Detrick); Shawn Dennison (FCG-HD); Dennis Dudley (FCG-DEP); Kristie Dutrow (FCG-DEC); David Foehner (CSX); Allen Frenette (DHS); Christine Gentry (FCG-DEM); Lewis Godwin (FCC); Kelli Goetz (FCG-FS); Colin Graham, (Healthcare Coalition); Kevin Grunwell (Brunswick PD); Maya Howard (ARC of FC); Nathan Hupp (City of Frederick); Brandon Jackson (Saputo); Todd Johnson (FCG-HD); Heidi Keeney (FCG-DEM); Ron Kunz (NIH); Erin Lawson (FCG-DEM); Lloyd Lump (Dairy Maid); Tyler Muntz (FCG-DPW); Jon Newman (FCG-DFRS); Cristina Patton (Stulz Air); John Peterson (FCG-County Executive's Office); Garth Phoebus (USAMRIDD/Ft. Detrick); Dennis Reynolds (Kite Pharma); Sharon Riddell (FCG-DEM); Rebecca Rogers (FCG-DEP); Anthony Rosano (FCG-DEM); Chloe Scott (FCG-Communications); Aaron Stephens (ARC of FC); David Tolino (Trans Tech); Ken Sechler (AstraZeneca); Thomas Sinton (FCG-Legal); Robin Shusko (FCC); Andrew Tomasello (FCG-DPW); Clayton Wenner (FCG-DEP); DJ Zahnow (Ft. Detrick)

CALL TO ORDER: Dennis Dudley called meeting to order at 8:30am

- Introduction and welcome of LEPC members and guests

MEETING MINUTES

- A motion was made to approve the September 13, 2023, Minutes by Todd Johnson and seconded by David Foehner, the motion was approved by all

COMMITTEE REPORTS:

- External Standing Committee
 - Woodsboro Chlorine incident brief, Jon Newman, DFRS
 - AAR status AstraZeneca Drill, Rebecca Rogers, DEP – currently waiting on review by Jon Newman, DFRS
 - Potential drills for 2024-2025 Trans Tech and Chem Surge
 - Todd Johnson, FCHD – Chemical Surge exercise will be held state-wide on March 7, 2024
 - Jon Newman – Another partner company (Trans Tech) is willing to have/participate in drill at their location
 - Melissa FHH push as many partners as possible into one or two exercises per year (FHH participated in twenty-two separate exercises in 2023)

- Internal Standing Committee
 - Reminder this is a public meeting under the MD Open Meetings Act
 - 2023 Update Website
 - Ensure meeting dates, Agendas and Minutes are posted on Frederick County Government LEPC Website
 - External and Internal Committee meetings are public and need to be posted on the Website

OLD BUSINESS:

- Constitution and bylaws update – currently in review by Frederick County's Legal Department
 - Once approved draft will be sent to all members for review prior to April 8, 2024, meeting
 - Vote on Bylaws will be held during the July 8, 2024, meeting
- LEPC Dates 2024: January 8, April 8, July 8, and September date (TBD) for Emergency Preparedness Month.

NEW BUSINESS:

- Appointment of Anthony Rosano as the new Emergency Coordinator – under Article III, Section 7 of the Bylaws – this appointment shall remain in effect until the next election
- LEPC 101 presentation – presented by Dennis Dudley (presentation attached)
- Initiatives for 2024
 - More public participation in meeting
 - Increase press involvement (recently added WFMD)
 - Reach out to more facilities to provide assistance.
- NRC Notifications – No reports
- Other reports
 - November 16, 2023, Woodsboro, MD 100 block of Council Drive chlorine tank leak. Frederick County Division of Fire and Rescue Services received a call at approximately 1:48 pm about a strong odor of Chlorine

ROUNDTABLE DISCUSSION:

Issues/events pertinent to the mission of the LEPC

- Dave Tolino
 - Trans-Tech (TT) sold to Pacific Industrial Development Corp (PIDC) April 7, 2023
 - As part of the purchase due-diligence, PIDC commissioned PHASE 1 & PHASE II Investigations
 - Phase II – Subsurface Investigation – Soil gas samples (under building slab) showed Chlorinated Solvent levels above MDE Tier II in two locations and reported to MDE
 - PIDC elected to participate in MDE Voluntary Clean-up Program (VCP)
 - TT contracting with AEC (Jessup, MD) for VCP application, program administration, and remediation
 - December 7, 2023 – Site visit from MDE Project Manager – Anuradha Mohanty

- December 14, 2023 – Public “Notice of Application” erected at Trans-Tech 5520 Adamstown Road location and will remain until January 14, 2024
- Shawn Dennison
 - Introduced Maya Howard and Aaron Stephens from ARC of Frederick County
- David Foehner
 - Town of Brunswick has received complaints of blocked access of railroad crossing and will step up enforcement
- Kelli Goetz
 - Held the Sheltering/Mass Care Committee full day simulation exercise with the Red Cross on Friday January 5, 2024, at FCC – one of the designated shelter sites. Great participation from committee members and staff
 - DFS will plan a hot wash/debrief meeting with pertinent partners to gather feedback and suggestions for future exercises
- Todd Johnson
 - Working on staffing plan for Community Reception Centers that will screen, decon, and direct those involved in a radiation incident to appropriate destinations with goal to decrease impact on health care system
 - Will be drawing volunteers from Maryland Responds Medical Reserve Corps (MMRC) Frederick Unit for the 55 person per shift staffing requirement
 - Have on-boarded a MRMRC volunteer to develop and implement training, exercise, and maintenance of effort activities
 - Will be pushing out training program in two levels:
 - Level 1 is web-based and hosted on FCG Learn LMS – release to take place in February 2024
 - Level 2 will be in-person skill development – release pending completion of Level 1 training and vendor availability
 - Potential for LEPC exercise in 2025 or 2026
- Robin Shusko
 - Frederick Community College (FCC) is a designated Red Cross Facility for emergencies and participated in the exercise with Family Service - like to be included in the debrief

Motion to adjourn by Jon Newman, second by Dave Tolino. The motion passed unanimously, and the meeting was adjourned at 9:32am

NEXT MEETING: April 8, 2024, at 8:30am, Virtual Teams Meeting

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

LEPC 101



Union Carbide Limited Pesticide Plant, Bhopal India December 2-3, 1984

- Over 500,000 people were exposed to methyl isocyanate (MIC) gas and other chemicals.
- Estimates vary on the death toll.
- The official immediate death toll was 2,259.
- The government of Madhya Pradesh confirmed a total of 3,787 deaths related to the gas release.
- Water was introduced to holding tanks causing a chemical reaction.



Union Carbide Limited Pesticide Plant, Bhopal India December 2-3, 1984v

- Estimates of the number of people killed in the first few days by the plume from the UCC plant run as high as 10,000, with 15,000 to 20,000 premature deaths reportedly occurring in the subsequent two decades.
- The Indian government reported that more than half a million people were exposed to the gas. Several epidemiological studies conducted soon after the accident showed significant morbidity and increased mortality in the exposed population.





Union Carbide Plant Release Institute, West Virginia August 12, 1985

- **Less than a year** after the Bhopal tragedy, a small cloud of toxic chemical leaked from another Union Carbide plant in Institute, West Virginia. Though there were no fatalities, this incident sent 134 individuals to the hospital.
- In the wake of these two accidents, there were demands for increased coordination and communication between the chemical industry and state, tribal, local, and federal partners. In response, Congress passed EPCRA in 1986.

Emergency Planning and Community Right to Know Act (EPCRA)

EPCRA was created to plan for chemical emergencies at the local level and provide information to the public on potential chemical risks in their community and what to do when a chemical accident occurs.



To fulfill this goal, the law placed a significant role on state and local governments to ensure the successful implementation of EPCRA as necessary for their state and community.

EPCRA Sections 301 and 302

Section 301:

Requires the Governor of each state to appoint a State Emergency Response Commission (SERC) for the establishment of emergency planning districts and Local Emergency Planning Committees (LEPCs) with broad representation, LEPCs develop, and annually review and update, emergency response plans for their individual planning district.

Section 302:

Requires that facilities with any chemical on the Extremely Hazardous Substances (EHS) list present on-site in amounts at or above its Threshold Planning Quantity (TPQ) are required to notify their SERC and LEPC within 60 days after the facility first receives or produces an EHS.

SERC Responsibilities

Planning districts were designated in each state within nine months after the law was passed.

Most states have designated each county in the state as an emergency planning district. Designating emergency planning districts in order to facilitate preparation and implementation of emergency plans.

Appointing members of LEPC for each planning district.

SERC Responsibilities

Designating additional facilities subject to emergency planning. Section 302 authorizes SERCs to designate additional facilities subject to emergency planning notification. Facilities that handle chemicals other than EHSSs may also pose danger to the community during an emergency situation.

SERCs may consider naming individual sites or companies or designate certain classes of facilities as ways to expand the facilities included in the planning process.

EPCRA Sections 303 and 304

Section 303:

LEPCs are required to develop an emergency response plan for their community. Emergency planning requirements are designed to help communities prepare for and respond to emergencies involving hazardous substances.

Section 304:

EPCRA Section 304 release notification requirements provide state and local governments with information necessary to respond to releases timelier and to inform the community of potential risks. This notification may also provide LEPCs information to modify the emergency plan as required under EPCRA Section 303.



Comprehensive Environmental Response, Compensation, and Liability Act, known also as Superfund.

CERCLA Section 103(a):

Requires the person in charge of a vessel or facility to immediately notify the National Response Center (NRC) at 800-424-8802.

EPCRA Section 304(a) requires the owners and operators of facilities to notify SERCs and LEPCs; for transportation incidents, 911 must be notified under EPCRA. A detailed written follow-up must also be submitted under EPCRA as soon as practicable.

Information about releases must also be made available to the public by the SERCs and LEPCs. Because many EHSs are also CERCLA HSs, releases of an EHS in excess of the RQ may also require a notification to the NRC.

EPCRA

Section 311

Facilities that handle any OSHA hazardous chemical must submit MSDSs (SDSs) or list of hazardous chemicals to their SERC, LEPC, and the local fire department if the hazardous chemical meets or exceeds the threshold quantities specified in the regulations.

This requirement is met by reporting and loading the documents in Maryland's Tier II Manager

EPCRA

Section 312

Facilities must submit an annual inventory of hazardous chemicals present at or above the threshold quantities on reports known as tier I or Tier II form. This annual inventory report must be submitted by March 1 each year to their SERC, LEPC, and local fire department. Upon request, this information must be made available to the public by the SERCs and LEPCs.

This requirement is met by reporting in Maryland's Tier II Manager



Active Facilities

Search Chemicals

Back		All	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	Other						
Company ID	Company Name	Facility ID	Facility Name	Address		County	Facility Status	City		LEPC	Fire Department	312 Status	302 Status	Latest Report		Company Physical Address		Username	Action																
	Company Name	Facility ID	Facility Name	Address		All	Activ	City		LEPC	Fire Department	All	All					Username																	
4068	ALDI, INC.	9362	Aldi Inc. (ID: 9362)	8751 Gas House Pike, Frederick, MD 21701		Frederick	Active	Frederick		Frederick County LEPC	United Steam Engine Company	Active	Active	2022 Tier II Report Annual (02/15/2023 - Completed)		8751 GAS HOUSE PIKE, FREDERICK, MD 21701	user_4068	Actions																	
4996	Altec Industries, Inc.	10140	Altec Industries, Inc. (ID: 10140)	1434 Hughes Ford Road, Frederick, MD 21701		Frederick	Active	Frederick		Frederick County LEPC	United Steam Engine Company	Active	Inactive	2015 Tier II Report Annual (02/04/2016 - Completed)		1434 Hughes Ford Road, Frederick, MD 21701	AltecMDSC	Actions																	
213	AMERIGAS PROPANE	7051	AMERIGAS PROPANE - FREDERICK (ID: 7051)	1573 TILCO DRIVE, SUITE 2, FREDERICK, MD 21704		Frederick	Active	FREDERICK		Frederick County LEPC	Frederick County Division of Fire and Rescue Services	Active	Inactive	2022 Tier II Report Annual (02/21/2023 - Completed)		1573 TILCO DRIVE, SUITE 2, FREDERICK, MD 21704	amerigas09	Actions																	
2810	ARCET EQUIPMENT COMPANY	11277	Arcet Equipment Company dba Arc3 Gases North FDMD (ID: 11277)	6836-D English Muffin Way, Frederick, MD 21703		Frederick	Active	Frederick		Frederick County LEPC	Westview Fire Station	Active	Inactive	2022 Tier II Report Annual (02/07/2023 - Completed)		1700 CHAMBERLAYNE AVENUE, RICHMOND, VA 23222	robinbenfield	Actions																	
47237	Argos USA	10941	Argos USA (ID: 10941)	4120 Buckeystown Pike, Frederick, MD 21704		Frederick	Active	Frederick		Frederick County LEPC	Frederick County Division of Fire and Rescue Services	Active	Inactive	2022 Tier II Report Annual (01/17/2023 - Completed)		4120 Buckeystown Pike, Frederick, MD 21704	rbreeden	Actions																	
42604	AstraZeneca PLP	11174	AstraZeneca PLP (ID: 11174)	630 Solarex Court, Frederick, MD 21703		Frederick	Active	Frederick		Frederick County LEPC	Westview Fire Station	Active	Inactive	2022 Tier II Report Annual (03/01/2023 - Completed)		633 Research Court, Frederick, MD 21703	AZBiologicsFMC	Actions																	
42604	AstraZeneca PLP	9779	AstraZeneca PLP (ID: 9779)	633 Research Court, Frederick, MD 21703		Frederick	Active	Frederick		Frederick County LEPC	Westview Fire Station	Active	Active	2022 Tier II Report Annual (03/01/2023 - Completed)		633 Research Court, Frederick, MD 21703	AZBiologicsFMC	Actions																	
42604	AstraZeneca PLP	1630	AstraZeneca PLP (ID: 1630)	636 Research Court and 660 Medimmune Court, Frederick, MD 21703		Frederick	Active	Frederick		Frederick County LEPC	Westview Fire Station	Active	Inactive	2022 Tier II Report Annual (03/01/2023 - Completed)		633 Research Court, Frederick, MD 21703	AZBiologicsFMC	Actions																	
221	AT and T	4543	AT&T CORP - MD2200 (ID: 4543)	11026 FINGERBOARD RD, MONROVIA, MD 21770		Frederick	Active	MONROVIA		Frederick County LEPC	New Market Volunteer Fire Company	Active	Active	2023 Tier II Report Update (10/26/2023 - Completed)		311 S AKARD ST FL 12, Dallas, TX 75202	user_221	Actions																	
221	AT and T	7959	AT&T CORP - MD9219 (ID: 7959)	4800 WINCHESTER BLVD, FREDERICK, MD 21703-7444		Frederick	Active	FREDERICK		Frederick County LEPC	Lewistown Volunteer Fire Company	Active	Active	2022 Tier II Report Annual (01/04/2023 - Completed)		311 S AKARD ST FL 12, Dallas, TX 75202	user_221	Actions																	

EPCRA

Section 313

Requires certain facilities to submit an annual toxic chemical release report if they manufacture, process, or use specified chemicals in amounts greater than threshold quantities specified in the regulations codified in 40 CFR Part 372.

Purpose of the LEPC

The purpose of the LEPC is to:

01

Develop an emergency plan for its community to prepare for and respond to chemical emergencies.

02

Review and exercise the plan annually at a minimum.

03

Provide public access to reports collected under EPCRA, as well as the local emergency plan.

LEPC Membership

According to Section 301 of EPCRA, membership of an LEPC shall include, at a minimum, representatives from various groups:

- Elected state and local officials
- Law enforcement, police, firefighting, first aid, health and civil defense personnel (e.g., emergency management agencies and homeland security personnel)
- Local environmental, transportation and hospital officials
- Owners and operators of facilities subject to the requirements of the emergency planning provisions of EPCRA
- Community groups
- Members of broadcast and print media

Representatives from each of these organizations play an important role in developing and implementing the local emergency plan and protecting the public during chemical emergencies.

LEPC Success

For many communities, a successful LEPC acts as a forum to support the overall emergency management program within the community. Stakeholders bring their specific expertise and talents into the planning process to ensure all elements of the plan are appropriately addressed.



For example, facility owners and operators who know and understand the chemical risks at their facility can assist the LEPC in identifying actions to take in order to prepare for, and respond to, a chemical accident.

LEPC

Develop emergency response plans and submit them to the SERC for review.

To develop the plan, Section 303 authorizes LEPCs to use all information necessary from facilities subject to emergency planning. While EHSs are identified as having immediate health effects and hazardous properties, plans should address all hazardous chemicals that present risks to public health and safety.

LEPC

Review the emergency plan annually or more frequently as changes occur in the community or at any facility.

LEPCs should meet regularly to review and exercise the plan and update as needed. Facilities subject to emergency planning are required to provide updates as changes occur at their site. LEPCs should maintain a relationship with facilities in their community to ensure any changes at the facility are reflected in the emergency plan, as appropriate.

LEPC

Must establish procedures for receiving and processing requests from the public.

EPCRA was created to provide information to the public on potential risks in their community. The public may request information submitted by facilities or may request a copy of the emergency plan for the community.

The LEPC should establish procedures to process requests from the public and designate an official to serve as coordinator to disseminate information to the community.

Frederick County LEPC Community Coordinator

Requests by the public will be submitted to Frederick County Division of Emergency Management for information on facilities and emergency plans. Information is available during normal working hours at the Division of Emergency Management office.



The Secretary will also serve as both the Internal and Public Information Officer and shall prepare and distribute information to the LEPC members, public and media on LEPC activities and news, provide public notice of the availability of plans and other information, serve notice of all hearings and public meetings, and update the LEPC website.

LEPC

LEPCs are required to...

Appoint a chairperson and establish rules on how the LEPC shall function.

Such rules include:

Provisions for public notification of committee activities and how they can be involved in the efforts of the LEPC. These efforts should ensure that the community is aware of the LEPC's existence and its function.

Procedures to notify the public when a chemical accident occurs and ensure the public understands what to do when they receive that information.

Procedures should also include notifying individuals with special needs (elderly, disabled) and those with transportation challenges.

Procedures to distribute emergency plans to the public, as well as processes to receive public comments on the plan and the subsequent responses to such comments by the LEPC.

LEPC

Engaging the Community

In addition to its formal responsibilities, **an LEPC serves as a focal point in the community for information on potential chemical risks.**

LEPCs should **educate the public of potential chemical risks in their community**, as well as what one should do in the event of an emergency. As part of this effort, it is imperative for LEPCs to work with, and encourage facilities to assist in explaining the risks to the community.

Frederick LEPC

Internal Standing Committee Membership



This Committee
shall be
responsible for:



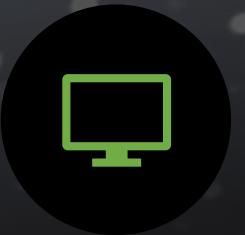
Formulation of all policies and procedures concerning the public's right-to-know program and public education and information.



All record keeping and information dissemination for the LEPC.



The development and implementation of public education and information programs.

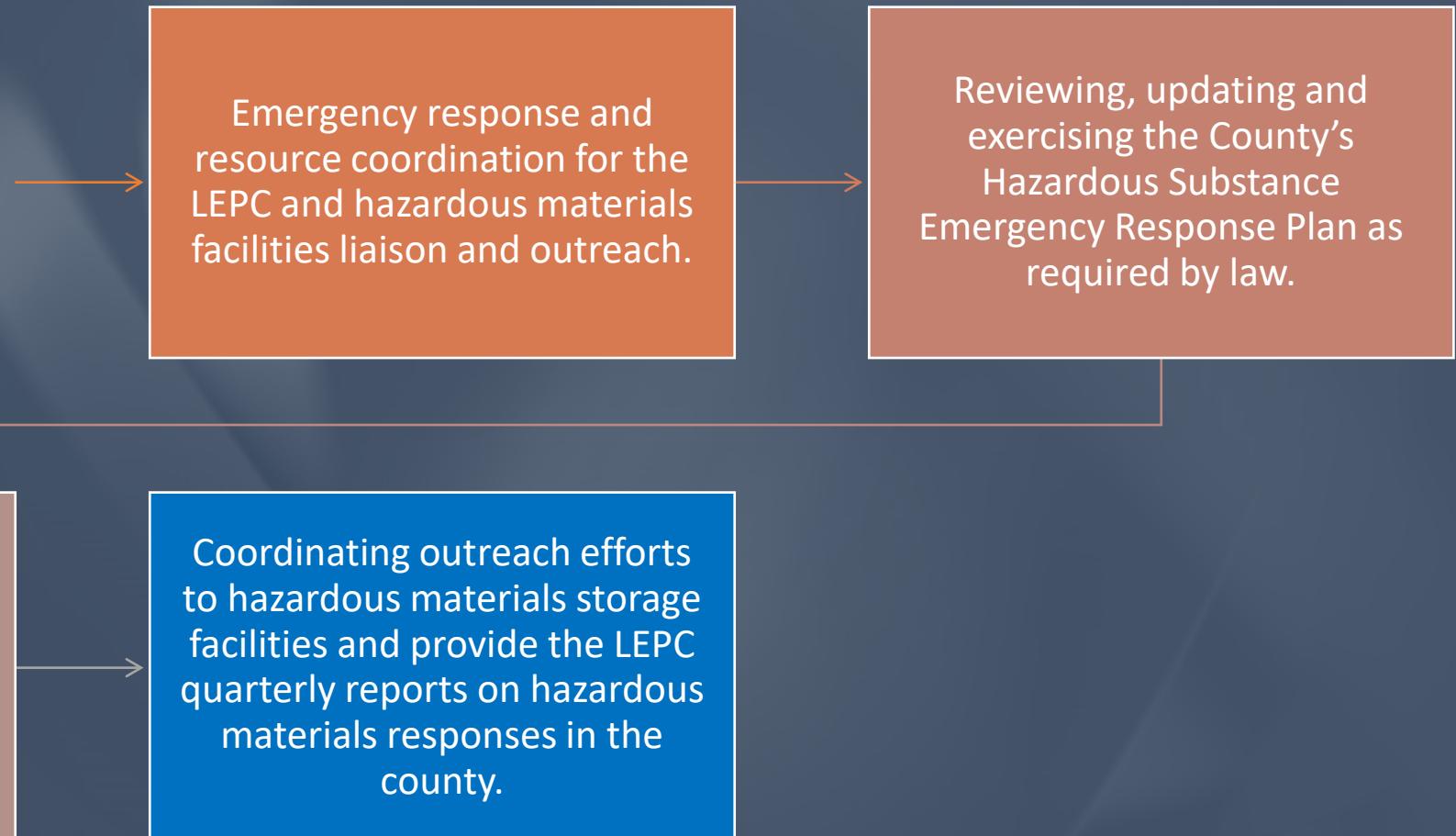


Content and maintenance of the LEPCs website.

Frederick LEPC

External Standing Committee Membership

This committee shall
be responsible for:



LEPC and the Community

LEPCs are required to publish notices about the availability of the plan and schedule meetings with the community to discuss the elements of the plan; thus, providing an opportunity for community members to comment on the plan or raise questions and concerns.

These meetings also provide a good forum to explain to the community what to do during an emergency.

Engaging the Public

The public should be urged to attend LEPC meetings to discuss the emergency response plan and for guidance on conducting preparedness initiatives, such as emergency exercises and drills.

LEPCs should also educate leaders of organizations in their community such as schools, churches, nursing homes, and hospitals and encourage them to attend meetings discussing the emergency plan.

Engaging Facilities

LEPCs should **educate facilities that are unaware of EPCRA reporting requirements and provide assistance to facilities to comply with EPCRA reporting requirements.**

LEPCs can reach out to facilities by sending letters, as well as brochures and outreach materials covering the requirements of EPCRA, including penalties for non-compliance.



LEPCs may also hold meetings or workshops for local facilities to explain the reporting process and the information which is needed for reporting, as well as for the development of the local emergency plan.

LEPC Exercise



In 2023, the Frederick County LEPC conducted a Full-Scale Exercise at AstraZeneca, simulating a Chemical Emergency.



This exercise included 7 organizations and over 40 participants.



The benefits of this exercise included:

Reinforcement of Frederick County's response strengths and capabilities.

Strengthened the relationship between private sector business and Frederick County.

Provided a forum to identify and discuss areas of improvement, resulting in an After-Action Report/Improvement Plan (AAR/IP).