

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

DATE: April 9, 2025

TIME: 9:00am

LOCATION: Virtual

Attendees: Jeffrey Alderdice (NIH); Leslie Barnes-Keating (FCG-County Executive's Office); Kyle Boedecker (USAMRIID); Joshua Brewster (FCG-Legal); Laura Casillas (EPA); David Foehner (CSX); Allen Frenette (Homeland Security); Dr. April Kidd-Moore (Delta Sigma Theta); Nathan Hupp (City of Frederick); Kelly Goetz (FCG-FS); Craig Kuhn (Red Cross); Ron Kunz (NIH); Jason Lando (FPD); Vivian Laxton (FCG- County Executive's Office); Daniel Lewis (FCG-County Executive's Office); Lloyd Lumpp (Dairy Maid Dairy); Tyler Muntz (FCG-DPW); Jon Newman (FCG-DFRS); John Peterson (FCG- County Executive's Office); Garth Phoebus (USAMRIID); Dennis Reynolds (Kite Pharma); Sharon Riddell (FCG-DEM); Rebecca Rogers (FCG (DEP); Anthony Rosano (FCG-DEM); Robert Rosenberg (City of Frederick); Monique Russell (Delta Sigma Theta); Jennifer Stahley, (FCG-DEC); Robin Shusko (FCC); Jordan Southers (FCG- DEM); Andrew Tomasello (FCG-DPW); Clayton Wenner (FCG-DEP); Dianne Walbrecker (Emmitsburg); Matthew Wisner (FCG-DFRS); Zach Zaykoski (MDE)

CALL TO ORDER: Jon Newman called meeting to order at 9:00am

- Introduction and welcome of LEPC members and guests

MEETING MINUTES

- Vice-Chairman Newman motioned to approve the January 15, 2025 Minutes as presented, having no corrections, the Minutes stand

PRESENTATION:

- N/A

COMMITTEE REPORTS

- N/A

OLD BUSINESS:

- Constitution and Bylaws update and discussion
 - Constitution and Bylaws were distributed for review. Only designated voting members are eligible to participate the vote
 - Several participants on call reported not receiving the Bylaws, Minutes or Agenda prior to meeting – those files were uploaded to the meeting invite, and it was determined that the addition exceeded some servers maximum message size allowance

- A discussion was held regarding concerns from participants who believe they should be designated as voting members but currently are not. Clarification on voting member eligibility was requested.
- The Bylaws will be reviewed and subsequently distributed to designated voting members only for further review and voting
- Membership
 - Members were contacted via email to clarify their status as either a voting committee member or a general participant (distribution list). This step was taken to ensure quorum requirements are accurately maintained.

NEW BUSINESS:

- **NRC Notifications**
 - **Incident Report #1425035 04-MAR-25**
Location – Frederick County – Buckeystown Pike, Buckeystown
Description of Incident: Caller stated an oil delivery company came out and made a delivery to the wrong address. The oil was placed into a cut off pipe that drained into the basement of the home. Caller is concerned because they are on well water
- **Other reports – N/A**

ROUNDTABLE DISCUSSION:

Issues/events pertinent to the mission of the LEPC

- Jon Newman
 - DFRS Hazmat has primarily been occupied with vehicle collisions, particularly involving tractor trailers. The most recent incident occurred on Interstate 70W at Ridge Road, where a tractor trailer tank, which was half to full, ruptured. This required a highway shutdown and coordination with the State to deploy sand for clean up
- Dr. April Kidd-Moore
 - Delta Sigma Theta invites all LEPC members and participants to their Community Day on Sunday June 22, 2025 from 1:00 PM – 5:00 PM at Carroll Creek Linear Park, Frederick, MD – The registration link is provided <https://forms.gle/hYvJs1DowkEKN9WJ9>
- Nathan Hupp
 - City of Frederick is developing an Extreme Heat Plan, with a target completion date of May 15, 2025
 - The City of Frederick will be transitioning City Alerts to Everbridge. A special thank you to Frederick County for providing a separate organization option that made this transition possible

Meeting adjourned at 9:22am

NEXT MEETING: July 8, 2025 9:00am – Virtual

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