

**Frederick County
LEPC Meeting Minutes
Monday, April 14, 2008**

The regular meeting of the Frederick County Local Emergency Planning Committee (LEPC) was held at the Frederick County Law Enforcement Center, 110 Airport Drive East, Frederick, Maryland. The meeting was called to order at 0830 hours.

The following were present at the meeting: Chairman Dennis Wenner, Denise Wyant, Rob VanAtta, Chip Jewell, Carol Haag, Gene Mellin, Mike McNeal, Robin Santangelo, Ragen Cherney, Blair Simmons, Doug Orner, Steve Patswald, Kathy Forrest, Kelly Russell (ARC), Nick Geier (ARC), Barbara Brookmyer, Al Hudak, Chuck Hanfman, and Carroll Jones.

Old Business

- Chairman Wenner asked if there were any corrections to the March 10, 2008, draft minutes. If not, he asked for a motion to accept the minutes. Chief Mellin motioned to accept the minutes, Dr. Brookmyer seconded. Minutes accepted.
- Denise Wyant reported on the status of the County and Municipal wide calendar. She stated she and Robin will work to add the approved LEPC meeting minutes to the site.
- The LEPC Draft Constitution and By-laws have had their final review by the LEPC membership. Chairman Wenner asked for a motion to accept the Draft By-laws and Constitution so that they can be sent to County legal for final review. Al Hudak made the motion to accept the By-laws. Dr. Brookmyer seconded. Motion passed.
- Kathy and Carol are continuing to work with DelEASI. Carol reviewed the position description that was developed with one of the DelEASI members. The feedback received was that the description was too broad. Chairman Wenner identified some needs that the LEPC had where a volunteer would be beneficial. Those areas are extracting technical information that could be posted on the LEPC's website, public-friendly information from the USDA in reference to agro-terrorism, forms and evaluations for inspections, a threat analysis based on the Commodity Flow Study, and the training and equipment that would be needed as a result of the threat analysis. Carol stated that they would be looking for qualified volunteers and then submit their names to the LEPC for approval.

New Business

- Seamus would like to get a committee together to work on the Improvement Plans for the municipalities from the previous drills..
- Chairman Wenner and Linda Thall worked on a Public Information Release Document for the LEPC. There were two modifications suggested to the document. Chairman Wenner asked for a motion to accept the Review Document Requests form in its present format with the noted changes. Chief Mellin made a motion to accept the form. Rob VanAtta seconded. Motion accepted.
- Chairman Wenner noted some upcoming dates. The Frederick Marathon is scheduled for May 3rd and 4th. The World Team/ FOA Bike Ride is scheduled for May 4th.

Noteworthy

- Nick Geier (ARC) reported that their review went well. He introduced Kelly Russell as a volunteer with the ARC.
- Robin stated that she is working on a basic public information website. She also wanted to note all the hard work that Judy Peterson did during her time at the Red Cross. Robin also noted that Washington County will be hosting two emergency drills this month. She also noted that there is a National Guard Unit slated to return to Frederick either this week or next week. There is to be a public welcome for them at the stadium. Events will also be taking place at the Fort.
- Carol noted that Volunteer Frederick will be having another mobilization drill. It will be held this Thursday from 1:00 – 4:00 PM at the Unitarian Church on Elmer Derr Road.
- Chip reported that they have joined the Central Maryland Area Radio Council. He also noted that this Friday installation will begin on the Brunswick BDA.
- Mayor Jones thanked Chip for his persistence and hard work.
- Blair reported that FMH has been hosting HazMat training for approximately 25 people. The class will conclude on the 26th of this month.
- Doug reported that he has been in contact with the Town Manager of Emmitsburg and that they will begin planning the 2008 drill shortly.

The meeting adjourned at 9:15 AM.

The next meeting is scheduled for May 12, 2008, at 0830 hrs. The location is Frederick Community College, Frederick.