

**Frederick County  
LEPC Meeting Minutes  
August 11, 2008**

The regular meeting of the Frederick County Local Emergency Planning Committee (LEPC) was held at Fort Detrick, Headquarters Building, Schreider Street, Frederick, Maryland. The meeting was called to order at 8:37 a.m.

The following were present at the meeting: Chairman Dennis Wenner, Kathy Forrest, Todd Johnson, Al Hudak, Bryan Malseed, Stephanie Schepp, Seamus Mooney, Chip Jewell, Dennis Dudley, Steve Cooper, Jamie Sonnenberg, Rob VanAtta, and John Veltri.

**Old Business**

- On a motion by Todd Johnson, seconded by Dennis Dudley, the LEPC meeting minutes of July 14, 2008, were approved.
  - Chairman Dennis Wenner reported that Denise Wyant is working with Robin Santangelo to update the LEPC website.
- The LEPC and public safety supporting members are in the process of planning the 2008 annual drill.
  - The annual LEPC drill will be held on September 28, in Emmitsburg.
  - Pre-drill training will occur on August 19, at 6:30 p.m., at Vigilant Hose Company.
  - The next drill planning meeting will occur on August 21, at 2:00 p.m., at Vigilant Hose Company.
  - One of the intended drill objectives was to test the activation of Emmitsburg's voice/tone sirens.
    - Emergency management staff is proposing the installation of additional siren(s) in another municipality, a larger encoder at the Emergency Communications Center to allow individual siren zone controls, countywide usage procedures/parameters, and a public outreach campaign.

**New Business**

- Volunteer Frederick is experiencing a staffing transition due to the retirement of Carol Haag.
  - On behalf of the LEPC, Chairman Wenner expressed sincere appreciation for Mrs. Haag's contributions to the community and will follow-up with a letter of appreciation from the entire committee.
  - During this transitional time, Volunteer Frederick staff will continue their dedication to, and support of, the LEPC. Jamie Sonnenberg and Stephanie Schepp offered to assist, as requested.

**Round Table Discussions**

- Al Hudak suggested that the LEPC consider recruiting a member representing the Frederick County Division of Utilities and Solid Waste.
- Todd Johnson reported that he is working with Denise Wyant and Lynda Warthen to review data sources and formats, mainly from the Census data blocks, to best determine demographics, particularly population density for the upcoming shelter exercise and other applicable projects.

- John Veltri reported that one of his most recent goals is to showcase the collaborative preparedness and response to potential violent incidents efforts between the Frederick Memorial Hospital and public safety officials. Mr. Veltri recently presented information to the Frederick Crime Task Force Awareness at Bechtel.
- Chip Jewell reported that Emergency Communications staff members are diligently working on maintaining, including installation and testing, operational communications redundancy capabilities. Their efforts include, but are not limited to, receipt of 40 VHS radios, an independent back-up system at Braddock Heights, installation and test of “talk around” channels, which are estimated to cover 65-70% of the area, and progress on the statewide radio project.
- Seamus Mooney reported that as a result of NCR planning meetings, the Department of Emergency Preparedness (DEP) will soon secure a contract with Dewberry and Davis. The scope of their work will include developing a Frederick County Debris Management Plan as well as developing job aids for County emergency operations plans. The DEP staff members are currently focused on assisting with Continuity of Operations (COOP) Plans and Continuity of Government Plans, with an estimated 70% of the County divisions achieving a first draft completion status. During the month of September, it is anticipated that the COOP and EOP Annexes approval process will begin.
- Jamie Sonnenberg reported that Volunteer Frederick (VF) staff members are assisting the Frederick County Health Department to develop volunteer job descriptions for its upcoming annual flu clinic operation. VF is also assisting with the development and delivery of the Plan 9 campaign.
- Dennis Wenner reported that he recently attended the Purple Haze exercise at the Baltimore Ravens Stadium. The purpose of the exercise was to test city, county, state and federal assets during a dirty bomb incident. Upon receipt of the after action report, he will share copies with the LEPC members.

The meeting adjourned at 0902 hours.

The next meeting is scheduled for September 8, at 8:30 a.m., at Frederick Memorial Hospital.