

FREDERICK COUNTY  
Local Emergency Planning Committee (LEPC)  
Meeting Minutes

DATE: Monday, February 14, 2011

LOCATION: American Red Cross – Frederick County Chapter  
Walkersville, MD

ATTENDEES: Dennis Dudley, FPD; Stephanie Gordon, HOFC; Tom Meunier, FC-DPW;  
Judy Peterson, ARC; Richard Himes, FC-DFRS; Dewey Foreman, HAZMAT Vol.;  
Seamus Mooney, FC-DEP; Steve Cooper, FC-DEP; Dave Dunn, Asst. County  
Manager; Todd Johnson, FCAA; Carroll Jones, Mayor – City of Brunswick; Chuck  
Hanfman, FCC; Michael Chomel, County Attorney's Office; Gregory Eyler –  
Thurmont Police Dept.; Jack Markey, FC – DEM; Bryan Malseet, SAIC – Frederick;  
Tom Owens, FC – DFRS; Chip Jewell, FC - DEC.

Chairman Dudley called the meeting to order at 0830 hours and began the meeting with introductions of those in attendance.

OLD BUSINESS or INFORMATION:

- January 10, 2011, meeting minutes
  - A motion was made by R. Himes and seconded by T. Owens that the minutes of the January 10, 2011, meeting be accepted as presented. The motion passed unanimously.
- Volunteer Update
  - Nothing to report.
- LEPC Drills
  - S. Mooney reported that he has not received much feedback from several municipalities concerning their Emergency Operations Plan (EOP) drafts, so he will go ahead and schedule some drills. He has developed an outline for the drills / facilitated discussions and they will center around the County and municipal EOPs and we will talk thru a couple of scenarios, including a hazardous materials incident and an incident requiring shelter operations.
  - Chairman Dudley stated he would like to establish a five-year schedule for future LEPC drills.
- LEPC Constitution and By-Laws
  - S. Mooney stated he e-mailed the draft containing the changes discussed at last month's meeting: to change the meetings to at least quarterly and to establish two committees, Internal and External, to replace the current five standing committees identified in Article IV of the LEPC Constitution.
  - T. Johnson made a motion that the changes to the LEPC Constitution and By-Laws be approved as presented. This motion was seconded by C. Jewell and the motion passed unanimously.
- FY10 LEPC Grant Funds
  - S. Mooney reported that the remaining grant funds for FY10 were used to purchase a new, rugged digital camera for the DFRS Hazardous Materials Team.

NEW BUSINESS:

- Chairman Dudley reported that the FY11 grant funds of \$8,850 need to be spent before February 2012. He asked that members bring spending proposals to the April meeting so a budget can be drafted.

- The following items were mentioned for consideration: Training for the DFRS Hazardous Materials Team; EPA Region III Conference; All Hazards Consortium Conference; Hazardous Materials Conferences; Miscellaneous items for DFRS Hazardous Materials Team.
- Chairman Dudley reported that Garth Phoebus had resigned as secretary of the LEPC citing work commitments. He also reported that he had not received anything from Vice Chairman John Veltri.
  - S. Cooper will continue as acting secretary for the remainder of G. Phoebus' term.

ROUNDTABLE:

- S. Mooney
  - Recommended that the Chairpersons for the two new committees be selected at the April meeting.
  - There was a Mercaptan release in WV last week; the source couldn't be located. We did not have any calls related to the release.
- G. Eyler
  - Thurmont now has a Public Safety Committee that wants to go through the town's Emergency Operations Plan draft. Companies 10 and 30 are involved.
    - S. Mooney offered DEP's assistance, if needed.
- J. Markey
  - We should try to synchronize the LEPC drills with MARC/CSX exercises.
    - Mayor Jones stated that Amtrak has a drill scheduled in Brunswick on March 17<sup>th</sup> at 1900 hours.
    - R. Himes said that MARC had previously inquired about making a training video here. AMTRAK has also contacted us.
    - Chairman Dudley stated that MARC/CSX/Metro has offered training at their facilities.
- R. Himes
  - Advised that DFRS is installing equipment at the DFRS Training Facility that will allow interaction during training from multiple locations at the facility, such as during Sector Officer training.
- S. Gordon
  - A Volunteer Mobilization Center Drill will be held on March 17 at The Unitarian Universalist Congregation of Frederick.
- T. Owens
  - It appears that DFRS' SAFER Grant application is going to be successful; he hopes to hear in the next 30 days. This is a four-year grant for approximately \$500K and is for a recruitment position, marketing program and supporting materials. Ann Brown, DEM Grants Manager, is the primary architect of the SAFER Grant application and she did an excellent job.
- C. Jewell
  - Noted that the AMTRAK training in Brunswick on March 17<sup>th</sup> conflicts with the County Association meeting.
  - The State is moving forward with its 700 MHz radio system.
    - President Obama is backing the use of the 700 MHz Broadband Spectrum for Public Safety.
  - The 911 Numbers Board held a special meeting last week about wireless phone issues that arose during the last snow storm. Verizon Wireless was aware of the problems as they were occurring, but the 911 centers were not.
    - J. Markey stated that the state's Public Safety Commission was also aware of the problem.
- D. Dudley
  - FPD has an academy in session and will receive the Weapons of Mass Destruction Awareness Course on March 1. If anyone would like to attend, contact him.

- On April 27, the Frederick Police Academy will be receiving the Incident Response to Terrorist Bombing Course and on April 28 the Prevention and Response to Terrorist Bombing Course. If anyone would like to put on one of these classes, or the Weapons of Mass Destruction Awareness Course, contact him and he will set it up.
- Frederick's Homeland Security Technical Advisory Committee (HSTAC), which is similar to the County's EMPAC, will meet on February 17 at 1400 hours.

PLANNED EVENTS:

- March 10: The Health Department will conduct a CRI Drill at the new Public Safety Building.
- April 16: *The Big Sweep* (1000 volunteers will be cleaning trash/debris from County roads)
- May 7: Half-Marathon in the City of Frederick
- July 4: July 4<sup>th</sup> in Baker Park (Activities will be expanded this year.)
- October 15 Weekend: The National Fallen Firefighters Foundation Memorial Service events. (Families may be housed in Gettysburg instead of Frederick.)

A motion was made by R. Himes and seconded by J. Peterson to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 0925 hours.

The next meeting will be held on April 11, 2011, at the American Red Cross – Frederick County Chapter in Walkersville, MD.

Respectively submitted by Steven Cooper, Acting Secretary.