

FREDERICK COUNTY
Local Emergency Planning Committee (LEPC)
Meeting Minutes

DATE: Monday, May 12, 2014

LOCATION: Public Safety Training Facility
5370 Public Safety Place
Frederick, MD

ATTENDEES: Steve Cooper, FC-DEP; David Ennis, FC-DPW; Greg Eyler, Thurmont PD; Chuck Jenkins, FCSO; Chip Jewell, FC-DEC; Dave Martin, FCSO; Robert McNamara, Trans-Tech, Inc.; Seamus Mooney, FC-DEP; Kenneth Poole, FC-DFRS; Barbara Rosvold, FCHD; Timothy Shelton, FC-DFRS; Karin Tome, City of Brunswick/FC MML representative; Doug Wallick, FC-DFRS.

Chairman Seamus Mooney called the meeting to order at 0835 hours.

INTRODUCTION AND WELCOME OF LEPC MEMBERS AND GUESTS

All in attendance introduced themselves.

MEETING MINUTES:

- A motion was made by D. Martin and seconded by C. Jenkins that the minutes of the February 10, 2014, meeting be accepted as presented. The motion passed unanimously.

COMMITTEE REPORTS:

- External Committee
 - S. Mooney reported that the LEPC/DFRS/CSX exercise scheduled for May 3rd had to be cancelled.
 - K. Poole reported the CSX crew conducting the training and exercise had to mobilize due to a train derailment in Virginia. He is working with CSX to reschedule the remainder of the training and the exercise, if possible. If we cannot reschedule with CSX, we will have to see if we can still conduct a drill in the rail yard. If not, we may want to consider doing a tabletop exercise. He further reported that we would have to conduct the exercise before September due to grant fund requirements for the grant funds that have been expended for the exercise.
- Internal Committee
 - No report.

OLD BUSINESS or INFORMATION:

- 2014 Membership
 - S. Mooney reported that the 2014 membership list has been submitted to the Board of County Commissioners for approval.
- S. Cooper asked that everyone check the Internal and External Committee Membership List for accuracy and stated that individuals could still sign up for one or both committees.

NEW BUSINESS

- T. Shelton passed along information he had received concerning reporting Haz Mat incidents to the National Response Center (NRC).
 - It is up to the spiller to report the incident.

- Last year in the US, 60% of the reportable incidents did not get reported.
- DFRS should get a NRC number on all reportable incidents they respond to. If the spiller gets fined for not reporting the incident, DFRS could get up to 80% of the fine collected.

Based on the information he obtained, DFRS has decided that they will report to the NRC each reportable incident to which they respond. DFRS may also revisit their policy of not charging parties responsible for a Haz Mat spill.

- NRC Notifications
 - S. Cooper reported details of three Situational Awareness Reports that had been received from the NRC since the last meeting.

ROUNDTABLE:

- R. McNamara
 - Reported that Trans-Tech Inc. is moving forward for final review for ISO 14001 Certification.
- C. Jewell
 - The planning process to move the Back-up 9-1-1 Center is moving forward.
 - Frederick County Emergency Communications is hosting Active Shooter Training for 9-1-1 personnel course this week. All Frederick County Emergency Communications staff will attend the training along with staff from numerous other jurisdictions.
 - Maryland is involved in interoperability planning for the FirstNet Public Safety Broadband network.
 - Maryland State Police have moved to their own Computer Aided Dispatch (CAD) system. It is not interoperable with Frederick County's CAD.
- B. Rosvold
 - FCHD conducted a call center exercise utilizing the County's DisasterLAN software. The exercise went well.
 - We partnered with Emergency Management at a Safety Expo held by the Containment Lab Community Action Committee (CLCAC) at Hood College on April 30.
- K. Tome
 - Thanked K. Poole and S. Cooper for their work to develop the LEPC exercise.
- S. Mooney
 - The Statement of Work has been finalized for the County's Hazard Mitigation Plan update.
 - The County hosted ICS-300 and ICS-400 classes in March with approximately 30 persons in attendance. The classes had to be postponed for a couple of days due to bad weather, so a few individuals were unable to attend. We hope to be able to offer the classes again this fall. Provide names of individuals who want to attend to S. Cooper.
 - We are hosting the National Weather Service's SKYWARN Basics I Course this Thursday night. The class filled up in less than two weeks, so we hope to host another class this fall.
 - Alert Frederick County is available for use by the municipalities. Metropolitan Washington COG now has a contract with Everbridge and we may get their pricing and additional features.
 - C. Jewell asked if a group could be set up in Everbridge for Volunteer Fire Chiefs so they could be contacted in the event CAD went down. S. Mooney stated that we have all the volunteer stations in a group in Everbridge and could set up one for volunteer chiefs. Someone will need to be trained to develop and maintain the list.

- We worked with FCPS to put ALERTUS alert beacons in the front office of all schools. The FCPS Security Coordinator's office can manually send alerts to individual schools, groups of schools or all schools. The beacons also receive automated weather warnings. We are working with FCPS to install panic buttons with the beacons. We are also working with DPW to install the ALERTUS beacons in some county buildings and the panic button in a couple of those buildings.
- D. Martin
 - FCSO uses the Everbridge system and used it recently for an active shooter drill conducted for FCSO commanders.
 - The EMPAC Law Enforcement Sub-Committee is purchasing a cache of personal protective equipment to be used by all County police agencies.
 - We may use DisasterLAN during FCSO's next training exercise.
- D. Ennis
 - DPW staff attended the ICS 300 and 400 classes.
 - There will be periodic road closures throughout the County over the next few months for pavement repair resulting from winter storm damage.
 - S. Mooney stated that he had notified DPW staff that they may want to consider using Everbridge to notify residents in targeted areas of road closures.
 - We are assisting Emergency Management with moving the EOC to the PSTF.
- K. Poole
 - He is working with Ann Brown from DEP on grant funding. The scope has been narrowed on what the grant funds can be spent on. It is almost not worth submitting for the grant and he is waiting for a decision from the Fire Chief how they will proceed.
 - The Haz Mat Team staffing has been reduced from 88 to 32.
 - We are developing a 6-month training calendar for the Haz Mat Team, and there will be regular off-site training. Each shift will be visiting a Tire II facility each month, for a total of three facilities monthly.
 - In 2003/2004, the County purchased a large quantity of RAD pagers which have migrated back to DFRS. It costs \$49.00 a month to maintain the 60 pagers; therefore, we will be getting rid of 30 (keeping the newest ones).
 - S. Mooney stated they need to discuss how to get rid of the oldest pagers since they were purchased with grant funds.
 - The NCR may be switching from the COBRA software program to another vendor. We are behind in our COBRA updates, and will need to decide if we are going to the new vendor, if selected, or stay with COBRA and get the updates.
- T. Shelton
 - DFRS is working with the FCSO to standardize decontamination procedures.

A motion was made by C. Jewell and seconded by B. Rosvold to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 0925 hours.

Respectively submitted by Steven Cooper, Secretary.