

FREDERICK COUNTY  
Local Emergency Planning Committee (LEPC)  
Meeting Minutes

DATE: Monday, May 11, 2015

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

ATTENDEES: Jessica Carrington, ARC; Steve Cooper, FC-DEP; Bruce DeGrange, FPD;  
Andy Dewese, FCAA; David Ennis, FC-DPW; Milt Frech, Brunswick PD;  
Chip Jewell, FC-DVFRS; Carroll Jones, FCMMI representative; Mike Kepler,  
ARC; Seamus Mooney, FC-DEP; Joyce Renner, State Farm Insurance;  
Barbara Rosvold, FCHD; Ross Smith, NIH/NCI; Jay Schwab, 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 B. DeGrange and seconded by D. Ennis that the minutes of the February 9, 2015, meeting be accepted as presented. The motion passed unanimously.

**COMMITTEE REPORTS:**

- External Sub-Committee
  - S. Mooney and LEPC members that attended the LEPC/MARC Train full-scale exercise on April 12, 2015, reported their observations. All felt the exercise went well and Frederick County agencies that participated will be meeting to discuss lessons learned and develop a plan to address identified gaps.
- Internal Sub-Committee
  - B. Rosvold reported that this group held a couple of meetings to review and revise the LEPC Constitution and By-Laws, and would present the revised/updated document for a vote later during the meeting under new business.

**OLD BUSINESS or INFORMATION:**

- 2015 Membership
  - S. Cooper reported that the 2015 membership list had not been approved yet by the County Executive. He also reported that the list had been revised to reflect some recent changes in membership (i.e.- new Fire Chief, FMH resignation, etc.).

**NEW BUSINESS**

- National Response Center (NRC) Notifications
  - S. Cooper reported details of several Situational Awareness Reports that had been received from the NRC since the last meeting.

- Review of revisions to LEPC Constitution and By-Laws
  - S. Mooney stated he would address each of the recommended changes listed in the Executive Summary (attached) and solicit any comments/recommendations. The only recommendation was submitted by S. Mooney, which was to keep the Community Emergency Coordinator as an elected officer position. A motion was made by C. Jewell and seconded by M. Kepler to approve the amended LEPC Constitution and By-Laws as presented and inclusion of S. Mooney's recommendation. The motion passed unanimously. They will be presented to the County Executive for signature.

**ROUNDTABLE:**

- C. Jones
  - DOT announced a final rule to strengthen safe transportation of flammable liquids by rail, effective May 1, 2015. It focuses on safety improvements that are designed to prevent accidents, mitigate consequences in the event of an accident, and support emergency response.
- B. DeGrange
  - In process of updating MOU with Frederick County Health Department.
  - Working through MOU changes and exercise with Ft. Detrick.
  - Now has an Emergency Planning Officer working for him.
- D. Ennis
  - Permit issues for the new Back-up 9-1-1 Center have been ironed out.
- S. Mooney
  - The new EOC is now located at the Public Safety Training Facility. We hope to have an open house in June.
  - We moved to the new Everbridge Notification System platform, and have trained most individuals who send out messages. There is a new mobile app for Everbridge.
  - We hope to begin work on the Natural Hazard Mitigation Plan update in August with completion by the end of 2015. The update was delayed due to FEMA updating the County's Floodplain.
- C. Jewell
  - The DOT final rule (mentioned above) also addresses explosive gasses.
  - Fire/rescue is partnering with the American Red Cross to distribute smoke alarms.
    - Hoping to hold monthly events.
    - Conferring with State Fire Marshal about issues with smoke alarms for the hearing impaired.
    - Will be holding a summit with deaf community about smoke alarms.
  - DFRS personnel are meeting with Tamko management personnel to discuss the recent fires at Tamko.
    - They will be discussing the recent fires at the facility and the damage to firefighting equipment and personal protective clothing.
  - There will be a MD interoperability meeting here on June 15.
  - The Canteen Unit from Co. 1 spent a week in Baltimore, involving 1,000 volunteer hours and served 5,000.
  - A lot of work is going on at the PSTF, including a new burn building and gas prop.
- J. Carrington
  - The goal of the Red Cross Home Fire Campaign is to reduce fire deaths by 25%.
    - The installation of home smoke detectors is part of this initiative.
    - Hope to install detectors monthly during the summer and regularly throughout the year.

- R. Smith
  - Ft. Detrick's gate access has changed due to the increase in threat status.

A motion was made by B. DeGrange and seconded by C. Jewell to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 0905 hours.

Respectively submitted by Steven Cooper, Secretary.