

FREDERICK COUNTY  
Local Emergency Planning Committee (LEPC)  
Meeting Minutes

DATE: Monday, November 9, 2015

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

ATTENDEES: Mary Chizmar, Ft. Detrick; Steve Cooper, FC-DEP; Bruce DeGrange, FPD; Andy Dewese, FCAA; David Ennis, FC-DPW; Milt Frech, Brunswick PD; Mike Kane, FMH; Mike Kepler, ARC; Robert McNamara, Trans-Tech, Inc.; Seamus Mooney, FC-DEP; Joyce Renner, State Farm Insurance; Barbara Rosvold, FCHD; Laurie Shah, MSD; Tim Shelton, FC-VFRS; Ross Smith, NIH/NCI; David Sousa, Saputo Dairy Foods USA; Doug Wallick, FC-DFRS; Brian Wheeler, Ft. Detrick FD.

Chairman Seamus Mooney called the meeting to order at 0840 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. Wallick that the minutes of the May 11, 2015, meeting be accepted as presented. The motion passed unanimously.

**COMMITTEE REPORTS:**

- External Sub-Committee
  - S. Mooney gave a report on a community meeting regarding emergency preparedness that was held in Point of Rocks on November 2 and was initiated by Council Member Jerry Donald. Presentations were made by Frederick County Emergency Management, Fire & Rescue, and Sheriff's Office, and a CSX representative. Other municipalities have shown an interest in having the same community meeting.
- Internal Sub-Committee
  - Nothing to report.

**OLD BUSINESS or INFORMATION:**

- None.

**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.

- Nominations for officers for calendar years 2016-2017.
  - S. Mooney indicated that individuals who will be voted into membership for 2016 are eligible to be nominated at the February meeting where additional nominations will be accepted.
  - The following individuals were nominated during this meeting:
    - Chair: B. Rosvold
    - Vice-Chair: S. Mooney
    - Community Emergency Coordinator: J. Markey
    - Secretary: R. Cunningham; R. May
- 2016 Membership
  - S. Mooney asked everyone to send any updates to the 2015 Membership List for 2016 membership to S. Cooper. The 2016 Membership List will be approved at the February 8, 2016, meeting.
- Calendar Year 2016 Proposed Meeting Schedule
  - A motion was made by D. Ennis and seconded by T. Shelton establishing the meeting dates for 2016. They are:
    - February 8
    - May 9
    - August 8
    - November 14
  - The motion passed unanimously.

**ROUNDTABLE:**

- D. Wallick
  - Attended the CSX community awareness training in Atlanta.
  - Met with David Sousa from Saputo Dairy Foods USA and started the beginning of the partnership with them on preparedness.
- A. Dewes
  - FCAA is short on coats and blankets.
- R. McNamara
  - There was a flash flood at Trans-Tech on September 29. Several employees' vehicles were flooded.
  - MDE will be at Trans-Tech next week to review storm water management.
- M. Frech
  - CSX will be replacing rail in the area of the parking lot crossing. Not sure if they will have a temporary road in place like last time this work was done.
- B. DeGrange
  - Edward Hargis is the new Chief of Police in the City of Frederick.
- D. Ennis
  - The new Back-up 9-1-1 Center construction is nearing completion.
- S. Mooney
  - Work is progressing on the Natural Hazard Mitigation update. Public meetings to solicit comments will be conducted in November and December.
  - The new radio tower should be constructed near the Public Safety Training Facility soon.

- We are trying to get a Small Business Declaration as a result of the severe flash flooding on September 29.
- B. Rosvold
  - The Health Department is starting the internal planning for our large scale Closed POD Exercise in the spring. Invitations for the external partners will be sent out around the first of the year.
  - The Health Department has a plan for *Meals on Wheels* to distribute medication during an emergency. CDC has shown interest and has requested a presentation be put on at CDC's National Preparedness Conference next spring.
- M. Kane
  - FMH is planning an active shooter drill and a full scale exercise.
- M. Kepler
  - Jessica Carrington has left the Red Cross. A new Program Manager has been hired and will start soon.
- D. Sousa
  - Saputo Dairy Foods ask him to be their representative on the LEPC.
  - Their facility on East Patrick Street is on the threshold for reporting Anhydrous Ammonia.
  - Is working on having site visits for fire/rescue personnel.
  - Hopes to conduct table-top exercises.
- L. Shah
  - MSD will be holding training on Frederick County's text to 9-1-1 capabilities.
  - MSD has established Incident Command Teams for each of their buildings.
- M. Chizmar
  - Ft. Detrick is planning a bomb threat full scale exercise for September 2016, and a Haz Mat exercise for June 2017.
    - S. Mooney suggested that the LEPC partner with Ft. Detrick to utilize the 2017 Haz Mat Exercise as the LEPC 2017 Annual Haz Mat Exercise.

A motion was made by B. DeGrange and seconded by T. Shelton to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 0910 hours.

Respectively submitted by Steven Cooper, Secretary.