

**Kent County
LEPC Meeting Minutes**

May 9, 2006

Attendees

Nicole Vautard	<i>KC DPS</i>	Allen Metheny	<i>KC DPS</i>
Colin Faulkner	<i>KC DPS</i>	David Mick	<i>KC DPS</i>
Ken Belmont	<i>DPH</i>	Charlie Boyer	<i>Town of Smyrna</i>
Michael Kernan	<i>Fire School</i>	Cheryl Russell	<i>Delmarva Power</i>
Robert Hawkins	<i>DE State Police</i>	Paul Bernat	<i>Dover Police</i>
Quincy Robinson	<i>Walmart Distribution</i>	David Balcerak	<i>R.S.V.P.</i>
Marilyn O'Neal	<i>Perdue</i>	Art Paul	<i>DEMA</i>
Scott Bundek	<i>KC 911</i>	Brian Cullen	<i>DAFB Fire</i>
Vincent Lynch	<i>Perdue</i>	Gary Paris	<i>Delaware Storage</i>
Tommy Short	<i>DRSL</i>	Jeff Vadakin	<i>Magnum Electronics</i>
Kenny Glanden	<i>KC WF</i>		

Allen Metheny called the meeting to order at 10:07 A.M.

Welcome from Allen and introduction of all the attendees.

The minutes of the March 14th meeting were approved.

Current Issues

Dave Mick – DECON – No emergency responses since the last meeting. The cascade and air system is now in service. We had a display at the county building for our National County Government Week with assistance from Little Creek Fire Department. Our regular training is still continuing on the 3rd Tuesday of the month at Little Creek Fire Department.

Allen Metheny - Tier II Manager – Many attended the train the trainer program. Tier II is up and running with just a few issues when the companies filed. The neat thing about the system is current information is always available. Companies can go in and update their information on an as needed basis. Very few problems with filing this year however they would like to see more companies file electronically.

Arthur Paul – SERC Meeting – There is nothing new to report.

Arthur Paul – DENS – Testing was conducted the last week in April in Sussex County as well as testing in Kent County. New Castle County has an account now and conducted some testing. We did advertising in News Journal and Delaware State news regarding the testing and registrations. More extensive after hours testing will be conducted in July. Dens is alive and well and we are coming up on the 3 year point of the contract.

Allen Metheny - EOC Enhancement – The project is finally coming along. Started working on it and hopefully by the next meeting it will be up and running and we can do a demonstration on the new system

Old Business

Allen Metheny - FY06 Budget – 36-378% used so far.

Allen Metheny – FY07 Budget Request – All necessary paperwork has been filed. There are no drastic changes for the request. Filed accomplished work plan for the current fiscal year. Please review the copies being passed out. In most cases we met our goals in our workplan.

Ken Belmont - Planning Committee – About 40 attended the Site Security Seminar held on April 27th at the Sheraton. The ratings/comments were good. Facilities and dinner received the highest ratings followed by instructors' knowledge of the subject. We received many good comments where it was stated that they did not know if all the contents would be pertinent information until they saw it presented. Overall it exceeded many attendees' expectations and was very informational. DEMA, Crime Stoppers, and Gettier were the vendors that set up for the seminar. Suggestions for future seminars: Security related, natural disasters, hurricane warning systems, shipping hazards, and risk assessment in general.

Allen Metheny – Exercise Committee – Fair Mayhem Planning Committee met for the next version of our state approved exercise program. The next event will be a Functional Exercise on June 7th at 8:00 a.m. until around 2:00 p.m. Continental breakfast and lunch will be provided. It will be held at the fairgrounds. Command operations to be split differently with everyone spread out a lot. The goal is to test the communications systems. Our EOC will be set up as operational facility for the County. The Fire Company will have operations command at the Fair grounds, the state fair will have their operations set up in their conference room, state police will be using their command center in the state police building they have down there, and unified command will be set up in the Kent County Command Post. The scenario will be an explosion and chemical release as a secondary event. We will have 3-4 PIO operations located at different places to test their communications as well to put together a single report (press release) to go to the public. The full scale exercise, where we will actually be doing all the work was to be held on October 7th but due to the recent realization that the DAFB Air Show will be that day, a new date will have to be determined. Some of you may be called upon to participate as controllers and /or evaluators.

Allen Metheny – Facility Inspection – We have started the facility inspections process. Bob Barrish has developed a questionnaire to be sent out to facilities. We hope the facilities will fill out the questionnaire prior to the inspection team arriving at their facility. We have currently sent out letters to two facilities and Bob is in the process of getting their information.

Allen Metheny – Newsletter – No information received but Janice is working on it. Suggestion made by Marilyn O'Neal to share information between all counties regarding their exercises.

New Business

Allen Metheny – LEPC Performance Reviews – This is a requirement to meet with in accordance with Federal right to know guidelines. All LEPC's were asked to do these reviews, which we did, so please review them (see handout).

Allen Metheny – SERC Outreach Program – The following will be on the committee:

Ken Belmont (chairperson), Sarah King, Bret Scott, Marilyn O'Neal, Art Paul, Vincent Lynch, and Nicole Vautard. We were awarded up to \$4,000 to conduct this program. A good idea to try to work with the other LEPC's to see what they are doing. Try to have a meeting between now and July so that you can bring your information to the next LEPC meeting.

Program

Colin Faulkner – C5 Crash at DAFB Overview.

Meeting adjourned by Allen Metheny at 11:09 a.m.

Next LEPC meeting tentatively scheduled for Tuesday, July 11th at 10:00 a.m.

Respectfully submitted,

Nicole Vautard

Nicole Vautard
Kent County Dept. of Public Safety
LEPC Secretary