

**Kent County  
LEPC Meeting Minutes**

**January 8, 2013**

**Attendees**

Scott Bundek	KCDPS	Nicole Vautard	KCDPS
Bob Barrish	Citizen	Charles Stevenson	Sussex LEPC
Galen Purcell	DSP Troop 3	Terri Abegglen	ARC
Charlie Boyer	Town of Smyrna	Susan Domm	DAFB
Frank Promutico	DAFB	Kenneth Frarier	LCFC
Barry Laise	LCFC/DSP	John Melving	DAFB Fire
Radford Garrison	Bayhealth	David Irwin	NCC LEPC
Joe Tyler	USCS	Carleton Carey	City of Dover

Scott Bundek called the meeting to order at 10:00 am.

Welcome from Scott and introduction of all the attendees.

The minutes of the last meeting were approved.

**Current Issues**

**Scott Bundek – DECON** – Lots of activity in the last quarter for Meth Labs. There have been a total of 13 incidents from September 1 – December 31. These calls have been a learning experience for all parties involved. Average number of responders is about 22 people per incident.

**Scott Bundek – Technical Rescue Team** – Is located at Cheswold Fire Department. Training held. Busy last quarter.

**Kris Gontkowsky – Tier II Reporting** – Reporting season just started so nothing to report at this time.

**Art Paul– SERC** – The HMEP FY13 progress report for the period of October 1<sup>st</sup> 2012- December 31<sup>st</sup> 2012 is due on January 15, 2013. Please provide a detailed report of your operational expenditures and projects. If you did not have any expenditures please send back a zero reimbursement form. For completed projects and/or close-out projects please include date complete and capture all the milestones that were achieved and highlight all aspects of the project to show how the funding was best utilized. This helps me in my reporting to U.S DOT.

For projects and activities that are in progress and on track, please state what you have completed during this quarter and what objectives still needs to be completed. For projects and activities in progress, but are not on schedule, please indicate how you will be able to get it completed on time. State which objectives you will be focusing on next quarter and why the objectives were not met this quarter. Also provide a milestones re-alignment list so we can

accurately reflect our mission on getting projects completed by the timelines. Please provide current expenditures on all projects.

**Art Paul– DENS** – Used during Hurricane Sandy and it went very well.

### Old Business

**Scott Bundek – Outreach Incentives** – Advisories given before storm. Working on Spring and Summer programs. Kent County hired a new PIO. Currently working on updating our website.

**Scott Bundek – FY12 Budget** – Met with the County Administrator and everything is on track. Currently working with the State. Operating as normal.

**Bob Barrish – Facility Visits** – No facility visits conducted since the last meeting. For 2013 all the facilities are on the 3 year cycle so they will all be re-visits. Expect to do 15-18 for 2013. 5-6 to be done the first 6 months of the year and the rest to be completed the remainder of the year.

**Charles Stevenson – Sussex County LEPC** – Had a train off the track in Bridgeville. Used the DENS system for notifications. Next meeting Thursday at 10 AM

**Dave Irwin– New Castle LEPC** – Industrial Hazardous Training in February. Contracted with Tanner Industries to do training in May. Full scaled Field Exercise to be held in September. Emergency Preparedness Guidelines are just about gone so working on getting more printed. Next meeting on Monday, January 13<sup>th</sup>.

**Dave Irwin – Wilmington LEPC** – Christened new Operation Center. Can broadcast for EOC,

**Scott Bundek – Exercise Program** – Chempak Program Exercise in planning stages. Full scale exercise with Waste Water Treatment Plant being planned for sometime this spring.

**Art Paul – 2013 6<sup>th</sup> Annual Statewide Hazmat Training Workshop** – Committee continues to work on the planning of the workshop. Finalized the training sessions. To be held at the State Fire School on April 6<sup>th</sup>. All are welcome. Registration forms will go out soon.

### New Business

Meeting adjourned.

Next LEPC meeting scheduled for **Tuesday, March 12, 2013**

Respectfully submitted,

*Nicole Vautard*

Nicole Vautard  
Kent County Dept. of Public Safety  
LEPC Secretary