

**Kent County
LEPC Meeting Minutes**

January 9, 2007

Attendees

Nicole Vautard	<i>KC DPS</i>	Allen Metheny	<i>KC DPS</i>
Cheryl Russell	<i>Delmarva Power</i>	Charlie Boyer	<i>Town of Smyrna</i>
Robert Hawkins	<i>DE State Police</i>	Jerry Llewellyn	<i>DPH</i>
Kent Belmont	<i>DPH</i>	Vincent Lynch	<i>Perdue</i>
Jay Brabson	<i>DNREC</i>	Kent Cross	<i>Tidewater Utilities</i>
Jeff Vadakin	<i>Magnum Electronics</i>	Bob Barrish	<i>Citizen</i>
David Freeman	<i>BayHealth</i>	Christopher Byrd	<i>Playtex Products</i>
Shannon Splittorff	<i>DNREC</i>	Marilyn O'Neal	<i>Perdue</i>
Carleton Carey Sr.	<i>KC Fire Chiefs</i>	Paul Bernat	<i>Dover PD</i>
Tommy Short	<i>Dow Reichhold</i>	Scott Bundek	<i>KC DPS</i>
Arthur Paul	<i>DEMA</i>		

Allen Metheny called the meeting to order at 10:05 A.M.

The minutes of the November 14th meeting were approved.

Welcome from Allen and introduction of all the attendees.

Current Issues

Scott Bundek – DECON – Training conducted every 3rd Thursday of the month at Little Creek Fire Department. February there will be a Hazardous Materials Technicians refresher class through the Delaware State Fire School and the 23 Hazmat Techs at Little Creek will be attending.

Shannon Splittorff - Tier II Reporting and Manager – Is up and running and would like for everyone to use it. We have user friendly instructions for anyone who needs them. Any problems or questions, feel free to contact me.

Arthur Paul – SERC – Last meeting was held on December 13th at the Public Safety building above DMV. The four standing committees gave reports (Planning/Training Committee, DECON Trailer Committee, Finance/Budget Committee, and Information Technology Committee). Under the Finance Committee the Hazardous Materials Emergency Preparedness Grant closed out the end of September. Unfortunately we were not able to obligate about \$5,000 for training funds. We will look into this. The four LEPC's also reported and on November 30th Sussex County had a LEPC meeting. They invited all the facilities and businesses and had 67 people attend. Everyone was briefed on the LEPC requirements and criteria. The Sussex LEPC is now alive and active. Marilyn has volunteered to be the chairperson. The SERC annual report was completed in September and sent to the Governor. It details what the State Emergency Response Commission does as well as the Planning and Training Committee. We had a couple vacancies on the SERC. One of them was the Rail position and the other was the Highway position. They have both been filled. There are 21 members on SERC including Del Dot, State Police, etc. and there are 7 government appointed positions. The next meeting is scheduled for March 14th. They meet quarterly on the second Wednesday of the Month.

Arthur Paul – DENS – Alive and well. Extensive mapping updates are being conducted. Reichhold incident raised a lot of concerns with mapping, calls, etc. We had a meeting with First Call and they

identified various issues which we discussed corrective actions for these issues. Everything is looking real good now. Parameters, zip codes, and addresses are being better defined for mapping. This new mapping will correct a lot of the problems.

What is the protocol for using DENS? It is to only be used during emergency situations in which you would notify Emergency Management during business hours and the 911 Center during non-business hours.

Old Business

Tommy Short – Dow Reichhold – We are monitoring rail cars daily, taking temperatures, etc. The rail car involved in the incident is currently still here for examinations but should be gone by the end of the month. It is located in our building.

Allen Metheny – Budget Process – Had the budget hearing in the County and as far as LEPC goes, it went very well. FY06 we were able to offset LEPC expenses with other funds so FY06 came out real good which will affect the State FY07.

Allen Metheny – Exercise Committee – We had a meeting yesterday. There will be another Functional Exercise on March 28, 2007. Everyone on the Peninsula will have the opportunity to participate from their own EOCs. The scenario will be a continuance of the Hurricane Planning Exercise that we did last October in Georgetown. We will be looking at three time frames:

1. 24 hours before landfall
2. 24 hours after landfall
3. 48 hours after landfall

We are currently developing objectives for each EOC. Some of those who normally respond to our EOC during an activation will be asked to participate in this exercise.

Bob Barrish – Facility Inspection – Still on hold.

Allen Metheny – News Letters – Nothing.

New Business

Marilyn O’Neal – Sussex County LEPC – Art was quite thorough on where we are right now. We are currently trying to get a good e-mail list together to notify everyone that we are not going to have a meeting Thursday because we decided that we need to get the ones who signed up for the working committee together and prioritize the criteria of the LEPC. The first thing we will be working on is the budget. I would like to thank everyone who attended and supported the Sussex meeting. I am looking forward to working with everyone.

Marilyn O’Neal – Safety Kit – Kit put together to give out information at functions such as the Fair. Possibly develop a brochure on the kit. Currently we have not done anything with it. We just put it together as an idea. The purpose of the kit is to get people to sit down and think about what they would need if an emergency occurred.

Arthur Paul – Hazmat Conference – Considering putting together a statewide Hazmat Conference. A sub-committee has been formed to look into the feasibility of the conference. We would like one person from the Kent County LEPC to sit on the committee for meetings or conference calls.

Program

Fire Pal.

Meeting adjourned at 11:10 a.m.

Next LEPC meeting tentatively scheduled for **Tuesday, March 13th at 10:00 a.m.**

Respectfully submitted,

Nicole Vautard

Nicole Vautard
Kent County Dept. of Public Safety
LEPC Secretary