

**Kent County
LEPC Meeting Minutes**

July 10, 2007

Attendees

Allen Metheny	<i>KC DPS</i>	Nicole Vautard	<i>KC DPS</i>
Dave Mick	<i>KC DPS</i>	Quincy Robinson	<i>Walmart Logistics</i>
Robert Hawkins	<i>DE State Police</i>	Paul Bernat	<i>Dover PD</i>
Vincent Lynch	<i>Perdue</i>	Marilyn O'Neal	<i>Perdue</i>
Jay Brabson	<i>DNREC</i>	Bob Barrish	<i>Citizen</i>
Shannon Splittorff	<i>DNREC</i>	Charlie Boyer	<i>Town of Smyrna</i>
Jamie Bethard	<i>DNREC</i>	Cleon Murray	<i>P & G</i>
Goodwin Cobb	<i>CCHS</i>	Jeff Vadakin	<i>Magnum Electronics</i>
Michael Galbus	<i>DRSL</i>	Eric Beach	<i>Perdue Farms</i>
Bill Betts	<i>DDL</i>	Cheryl Russell	<i>Delmarva Power</i>
Jerry Llewellyn	<i>Public Health</i>	Kevin Kille	<i>DEMA</i>
David Hake	<i>DEMA</i>	Robert Newman	<i>DSFS</i>
Jerry Wiegand	<i>NRG</i>	Rich Antoff	<i>DNREC</i>
J. Louis Graham	<i>DRSL</i>	Dean Dobbert	<i>KCDPS</i>
Bruce Ennis	<i>General Assembly</i>	Christopher Byrd	<i>Playtex</i>
David Freeman	<i>Bayhealth</i>	Kristie Williams	<i>Discover Card</i>
Janice Hilliard	<i>Discover Card</i>	Bill Ridenour	<i>Magnum Electronics</i>
Paul Huffman	<i>Advantech</i>	John Shaw	<i>Christiana Care</i>
Bryan Johnson	<i>Miller Environmental Group</i>	Mark Lucy	<i>Miller Environmental Group</i>
Ariel Luna	<i>Miller Environmental Group</i>	Greg Schwartzmille	<i>DE Storage & Pipeline</i>
George Steady	<i>DE Storage & Pipeline</i>	Mitch Magee	<i>PPG</i>
Carleton Carey Sr.	<i>KC Fire Chiefs</i>		

Allen Metheny called the meeting to order at 10:00 A.M.

Review of Safety Film by Dow Reichhold.

The minutes of the May 8th meeting were approved.

Welcome from Allen and introduction of all the attendees.

Current Issues

Dave Mick – DECON – Deployment with Dover Downs. Paired up with Civil Support Team and traded ideas. Had very good interaction with them. Pre-positioned the ChemPak, which is a stockpile of emergency medications with Bayhealth. There are three EMS ChemPaks in the state. Intentions to move all three of them to Dover Downs but were only able to get one moved. One incident occurred at Delaware State University. Had to hose off two students. It was a pretty straight forward operation. Conducted training with Hartly Volunteer Fire Company and things went well. Additional training continuing.

Shannon Splittorff - Tier II Reporting and Manager – Fifty or fewer still outstanding. SERC approved funding for upgrades. Currently working with contractors to get the upgrades implemented. Should be up and running for the 2007 reporting period.

Kevin Kille – SERC – Information Technology Committee working on upgrade to Tier II Manager. Planning and Training Committee is revising the SERT Plan. There may be a few thousand available for Planning for each LEPC's outreach material. DECON Trailer Committee, the counties are looking at a standard response and dispatch procedure. Finance and Budget Committee have prepared and submitted Budget recommendations. The Commission has approved the budget recommendations and the upgrades to Tier II Manager. FY07 annual report inputs due by July 31st. Presentation given during the meeting by Joe Leonetti which gave an overview on State DECON.

Kevin Kille – DENS – Improvements have been made to correct the concerns of mapping, development names, etc. Retesting conducted. 22,000 numbers tried and all were correctly within the selected areas. Numbers tried and reached were improved.

Old Business

Allen Metheny – Budget Process – FY07 – Closed out with 93.4% of the budget used. There was about \$3,000-\$4,000 remaining. There may be some adjustments that have to be made by the County.

Allen Metheny – Budget Process – FY08 – \$54,200 approved by the County. Received reimbursement from the State Emergency Response Commission in the amount of \$47,000.

Allen Metheny – Facility Inspection – Falling behind due to funding and legal issues. Tried to get contract with Bob Barrish but County Attorneys ran into some issues on liability and agreements. Feel that whatever gets worked for Kent County can just filter down to Sussex County. Art Paul made a suggestion that maybe DEMA could contract someone to work with both counties and be funded through DEMA. No clear answers as to whether there are funds available for this type of contract. Hopefully something can be worked out so that inspecting Facilities can get back on track.

Allen Metheny – Exercise Committee – Required to conduct another round of exercises to include a tabletop, functional, and full scale within the next two years. Met once to discuss options and would like exercises to involve facilities and operations from the counties. Suggestion made that instead of DEMA conducting 4 rounds (each county plus City of Wilmington) that New Castle and City of Wilmington pair up and Kent and Sussex Counties pair up. The next meeting will be on Thursday, July 12th.

Kevin Kille – Hazmat Conference – Planning is underway. Conference to be held on April 4 & 5 of 2008. Friday will be a team building dinner with Buzz Melton as the guest speaker. Saturday will be hands on training with involvement for EMS responders.

Dave Mick – Want to have a lot of hands on experience for the EMS responders. Would like to use a variety of equipment. Working with Sussex County to try to achieve this.

This will be the first Statewide Hazmat Conference for Delaware.

Jamie Bethard – Looking at all the Hazmat Technicians up and down the state. Sending out letters to try to get some indication on how many people have technicians that are interested in sending them so that we can have the proper amount of training aids and logistics available.

New Business

Marilyn O’Neal – Sussex County LEPC – Next meeting to be held on July 25th. Sussex County is looking to hire a county employee to become the chair of the LEPC. The next item on the agenda is to review Sussex County’s Plan. Will copycat Kent’s to give a good lead for Sussex. In August Del Tech is having a training session on Security Plans for Water and Waste Water Facilities. If interested in attending call 855-5900.

Allen Metheny – Work Plan – Purpose of this plan is to show what the LEPC is doing. Currently meeting mandates with a couple exceptions.

Allen Metheny – Would like to welcome Dr. Dobbert who is the Medical Director for Kent County EMS Division and the Medical Director for the Christiana Facility in Smyrna.

Janice Hilliard – Discover Card – Kristie Williams will be attending the meetings to represent Discover Card.

Program

Presentation by Dow Reichhold Officials.

Meeting adjourned.

Next LEPC meeting scheduled for **Tuesday, September 11th at 10:00 a.m. at the Kent County Department of Public Safety Conference Room.**

Respectfully submitted,

Nicole Vautard

Nicole Vautard
Kent County Dept. of Public Safety
LEPC Secretary