

**Kent County  
LEPC Meeting Minutes**

**July 11, 2006**

**Attendees**

Nicole Vautard	<i>KC DPS</i>	Allen Metheny	<i>KC DPS</i>
David Mick	<i>KC DPS</i>	Ken Belmont	<i>DPH</i>
Charlie Boyer	<i>Town of Smyrna</i>	Janet Chomiszak	<i>DEMA</i>
Cheryl Russell	<i>Delmarva Power</i>	Craig Flanagan	<i>Playtex</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>	Brian Cullen	<i>DAFB Fire</i>
Vincent Lynch	<i>Perdue</i>	Dorothy Lehmann	<i>Tilcon</i>
Jay Brabson	<i>DNREC</i>	Jeff Vadakin	<i>Magnum Electronics</i>
Sarah King	<i>DNREC</i>	Bob Barrish	<i>Citizen</i>
David Freeman	<i>BayHealth</i>	Chris Byrd	<i>Playtex</i>
Christian Plack	<i>Milford PD</i>	Bruce Ennis	<i>Rep</i>
Bret Scott	<i>Levy Court</i>	Matthew Higgins	<i>DNREC</i>
Terry McDermick	<i>USCG</i>	Brandon Underwood	<i>USCG</i>
Janice Hilliard	<i>Discover Card</i>		

Allen Metheny called the meeting to order at 10:03 A.M.

Welcome from Allen and introduction of all the attendees.

The minutes of the May 9<sup>th</sup> meeting were approved.

**Current Issues**

**Dave Mick – DECON** – One dispatch of a report of a strong Chlorine odor. It ended up being unfounded. The Special Operations Response Vehicle has been added to the fleet for MCI type responses to bridge the gap of our response between the medics getting there and the trailers getting there. It has enough equipment to handle the next five patients that the medics do not have enough equipment for. It will be part of the hazmat response. All Fire Departments and Municipalities have been contacted regarding the storm issues on the 4<sup>th</sup> of July to try to get assistance for expenses occurred during the storms.

**Sarah King - Tier II Manager** – The final part for the website has been finalized. It is: [www.serc.delaware.gov](http://www.serc.delaware.gov) . \$291,880 has been collected in reporting fees. About 68% people reported electronically using the new software which was up from last years 56%. On April 13 & 24, we trained 27 planners and responders. Hopefully by the end of the month we will have a better set of directions for those filing on the new system.

**Janet Chomiszak – SERC Meeting** – Radiological Incident Response Plan Annex to the SERT Plan has been approved. SERC Budget recommendations have been approved.

**Janet Chomiszak – DENS** – Quarterly testing will be done July 24 – 28. Advertisements statewide will go out the week prior in the News Journal, State News, and Dover Post. DENS

Agency Accounts will test fixed list (DNREC, Public Health, and Delaware State Police). The 911 centers will test the system with public notifications.

**Allen Metheny – DENS** – Testing is being conducted every quarter. We have picked various locations around Kent County to do this testing. Smyrna/Clayton will be our possible next round of testing. Last quarter the area tested was Harrington in order to provide some compliance with recommendations that had been made in our exercise program. It was recommended that we try to notify the public in the area of the fair. Dover has already been tested. After Smyrna testing is complete we will do the Milford area.

**Allen Metheny - EOC Enhancement** – The project is basically 99% complete. A demonstration of the EOC as well as the 911 center will be the program for the next LEPC meeting.

### **Old Business**

**Allen Metheny - FY06 Budget** – Has been closed out on June 30<sup>th</sup>. We have not seen any final figures.

**Allen Metheny – FY07 Budget Request** – Submitted to SERC and has been approved. We put in a request for \$8,000 to hire a consultant for the facilities inspections. It was not funded through SERC but there will be additional funds available to support this project. Our FY07 budget for the County has been approved as it was submitted.

**Allen Metheny – Exercise Committee** – Fair Mayhem, the Functional Exercise at the State Fair Grounds, turned out to be very different than other exercises that we have participated in. We put groups of people in different locations around the fair and tested their communication abilities. A unified command was put together. It was very difficult because no one wanted to leave their current location. We had the Kent County Command Vehicle as well as the State Police Command Vehicle there. They were set side by side and we had good coordination there. Once we started communicating between each other things went well. I have received the draft of the after action report but I have not reviewed it yet. We are planning a full scale exercise in October. It will be held on a Saturday at the fairgrounds. Everyone will be invited to attend for observation. This will be the wrap up of our series of exercises at the Fair and conclude our County requirements for exercises.

**Bob Barrish – Facility Inspection** – Inspected two facilities on May 25<sup>th</sup>. A draft report of recommendations has been sent to the facilities for them to review and comment. The final report will be done when I have received their feedback.

**Janice Hilliard – Newsletter** – No articles have been submitted. If anyone has anything noteworthy, let us know and we will publish it in the newsletter.

**Ken Belmont - Planning Committee** – Met this morning. Couple things we are working on is to try and have some viable examples of handout materials, with price quotes, to review at the next meeting. Some examples of possible ideas are: magnets, pens, brochures, etc.

**Allen Metheny** – The Outreach Planning Committee met last month and will meet next month to finalize plans so that we can get some items ordered. Each LEPC has been provided \$4,000 in funds for the outreach project.

### **New Business**

**Allen Metheny – DETF Hurricane** – We are going to start a new exercise initiative which we will be involved with. Part of our WMD exercise requirements for the state would require the state to conduct a full scale exercise on a statewide basis. The Delmarva Emergency Task Force (DETF), which is a group made up of all 14 counties on the Delmarva Peninsula, was also planning on doing an exercise of some type for the Peninsula. Jamie Turner suggested that we combine these two exercises into one. The state of Delaware will take the lead along with the Maryland Emergency Management Agency and the Virginia Emergency Management Agency. We will be meeting tomorrow to discuss the plans. It is scheduled for late October. You may be asked to participate. This will be funded by WMD funds;of as a result, we must meet their requirements. One of those requirements is that WMD equipment be tested.

**Bruce Ennis – Legislative Issues** – Nothing current to report.

**Bret Scott** – New bill eliminating dead zones for communications. It is a law to prevent new construction from interfering with communications.

**Dave Mick – Safe Summer Day** – It was the most well attended safe summer day for Kent County. There was about 3,000-3,500 attendees during the four hours it was conducted.

### **Program**

**Cheryl Russell – Delmarva Power – “Weathering the Storm”.**

Meeting adjourned by Allen Metheny at 10:51 a.m.

Next LEPC meeting tentatively scheduled for Tuesday, September 12<sup>th</sup> at 10:00 a.m.

Respectfully submitted,

*Nicole Vautard*

Nicole Vautard  
Kent County Dept. of Public Safety  
LEPC Secretary