

**Kent County
LEPC Meeting Minutes**

March 10, 2009

Attendees

Doug Poore	<i>KC DPS</i>	Colin Faulkner	<i>KC DPS</i>
Nicole Vautard	<i>KC DPS</i>	Vincent Lynch	<i>Perdue</i>
Bob Barrish	<i>Citizen</i>	Christopher Byrd	<i>Playtex</i>
Jay Brabson	<i>DNREC</i>	Charlie Boyer	<i>Town of Smyrna</i>
Quincy Robinson	<i>Wal-Mart Logistics</i>	Charles Stevenson	<i>Sussex LEPC</i>
Harvey Velott	<i>DAFB EM</i>	Dirk Gleysteen	<i>DNREC</i>
Carleton Carey	<i>KC Fire Chiefs</i>	Robert Hawkins	<i>DSP</i>
Bill Betts	<i>DOL</i>	Steve Seip	<i>DAFB</i>
Mitch Magee	<i>PPG</i>	John Melvin	<i>DAFB</i>
Joseph Tyler	<i>US Cold Storage</i>	Tanya Grant	<i>BAC</i>
Greg Lowman	<i>BAC</i>	Kyle Salmon	<i>Magnum Electronics</i>
Keith Hines	<i>US Coast Guard</i>	Jerry Llewellyn	<i>Public Health</i>
Ellen Malenfant	<i>DNREC</i>	Bruce Ennis	<i>State Senate</i>
Arthur Paul	<i>DEMA</i>		

Doug Poore called the meeting to order.

The minutes of the January 13th meeting were approved.

Welcome from Doug and introduction of all the attendees.

Current Issues

Doug Poore – DECON – Will be starting the outside spring training on the third Tuesday of every month. Let Dave Mick know if you want to be involved in any of these trainings.

Ellen Malenfant – Tier II – Completed this year's report submission cycle as of March 31st. Will report on response at the next meeting. There is a slight grace period if have not filed report.

Arthur Paul – SERC – Next meeting on March 25th at State Fire School. There is a new chair for Department of Safety and Homeland Security.

Arthur Paul – DENS – Meeting in January with First Call. Planned on conducting statewide testing but currently working on renewing Verizon contract so not able to do the tests. Hopefully by the end of the month the contract will be signed and testing can be conducted.

Doug Poore – When receive DENS notification, where does the number come from?

Arthur Paul – It is a default number however when sending a notification there is a line item which is line #7 in the system where you can enter the number you want to use for the caller ID. If don't change this line then it will automatically use the default number.

Old Business

Bruce Ennis – FY09 Budget – Doesn't look good. Agencies have been cut 15%.

Arthur Paul – FY10 Budget – Will distribute budget submission guidelines, forms, etc. this month to the LEPCs. They must have them turned in by April.

Bob Barrish – Facility Inspection – Two have been conducted since the last meeting.

1. Quality Kitchen – Was a follow up and they have made all the necessary enhancements.
2. Kent County Waste Water – Have a very good response program and go well beyond minimum requirements. They have sirens, cameras, man power and equipment available to respond. Have a good working relationship with the Fire Departments.

Will be conducting inspections on 4 or 5 City of Milford sites with various amounts of Chlorine.

Charles Stevenson – Sussex LEPC – Currently meeting with everyone and organizing files and setting up facility visits. Next meeting will be on March 12, 2009 at 10:00 am.

Doug Poore – Exercise Program – There is a meeting on Monday and the exercise will take place this month at Fire School. Dave Mick will have a report for the next meeting. Dover Downs has expressed interest in conducting another exercise to test their updated plans.

Arthur Paul – 2009 Statewide Hazmat Conference – Will be held on April 3 & 4. This conference does not cost anything. All Fire Service, EMS, Law Enforcement, and Hazmat are invited.

New Business

Harvey Velott – DAFB – Air Show to be held June 20 & 21. Will be conducting a full scale exercise on May 16 to prepare for the Air Show. Currently in the planning process and looking for any industry participation. There is a traffic meeting to be held to discuss the traffic issues that the Air Show will cause.

Arthur Paul – Oil and Hazardous Substance Incident Contingency Plan Flyer – Details how to respond to emergencies.

Doug Poore – Next meeting's Program – Ellen has a power point presentation and will show if interested.

Program – Jay Brabson – 5 Year RMP Update

DNRECs Accidental Release Prevention Group did a presentation on their program and the fact that five year updates to the risk management plans need to be submitted by June 2009. The group is offering to help stakeholders with this task. In addition it was noted that DNREC worked with the Department of Agriculture to make sure notifications for ammonia emissions from large poultry farms were accomplished with as little hassle to the farmers as possible. Verbal notifications were due at the end of January 2009, written follow up reports were due at the end of February (30 days later). The Department has a webpage with information and a sample written follow up report. The newest update from DNREC is that the one year anniversary written report previously noted as required by EPA and DNREC is NOT required (although any significant changes that might affect ammonia emissions should be still be reported using written form offered by DNREC or a similar form).

Meeting adjourned at 11:05 am.

Next LEPC meeting scheduled for **Tuesday, May 12, 2009.**

Respectfully submitted,

Nicole Vautard

Nicole Vautard
Kent County Dept. of Public Safety
LEPC Secretary