

**Kent County
LEPC Meeting Minutes**

May 10, 2005

Attendees

Nicole Vautard	<i>KC DPS</i>	Allen Metheny	<i>KC DPS</i>
Mark Herlihy	<i>USCS</i>	Jay Brabson	<i>DNREC</i>
Robert Hawkins	<i>DSP/Troop 3</i>	Sarah King	<i>DNREC</i>
Ken Belmont	<i>DPH</i>	David Balcerak	<i>RSVP</i>
David Freeman	<i>Bayhealth</i>	Bob Barrish	<i>Retired</i>
Scott Bundek	<i>KC DPS</i>	Dean Blaha	<i>Duke Energy</i>
Jeff Vadakin	<i>Magnum Electronics</i>	Paul Bernat	<i>Dover Police</i>
Matthew Higgins	<i>DNREC</i>	Jerry Llewellyn	<i>Public Health</i>
Ed Gerhard	<i>USEPA</i>	Charlie Boyer	<i>Town of Smyrna</i>
Janice Hilliard	<i>Discover</i>	Reinhold Betschel	<i>KCPWI</i>
Arthur Paul	<i>DEMA</i>	Colin Faulkner	<i>KCDPS</i>

Allen Metheny called the meeting to order at 10:06 A.M.

The minutes of the March 8th meeting were approved.

Welcome from Allen and introduction of all the attendees.

Current Issues

Colin Faulkner – Dover Downs Exercise – Not completely happy with the outcome of the drill and feels that in real life things would not work themselves out the way they did for the drill. There were a lot of problems with the drill but we did learn a few valuable lessons. The main problems were time span & control, communications, lack of personnel, and many mechanical problems. The scenarios that were being used were meant for a couple hundred people where instead they should have been conducted for a couple thousand people because that is more realistic. The full steps needed to conduct the drill were not completely carried out in a realistic manner. We need to ask ourselves how we would legitimately manage an event as large as a weekend race at Dover Downs? How are we going to get everyone out when everything is completely gridlocked? How are we going to take care of everyone? I think this drill was good for a bus accident or a minor explosion but not for a weekend at the races. Those are the questions I hope to see get answered at future exercises. There are plans being made to conduct another drill involving Harrington. We look forward to see how an event this large would unfold and how agencies will interact with each other and to realize their capabilities in an emergency situation.

Robert Hawkins – We ran out of manpower very quickly but realistically unless you want to pay a lot of overtime on a Saturday you are not going to have hundreds of people involved to give appropriate manpower. They did not have a lot of people involved in this drill to make it appear as a real event. In reality getting people out of the track would be a lot harder on a

race weekend then it was at the drill. What had to be done was simulate a lot of the actions that would be taking place in a realistic situation. It was a learning experience, not as real as we would like it to be, but I think it was one of those things where everyone learns something from it and hopefully take something back with them.

Paul Bernat – I agree with a lot of the things that have already been stated. It wasn't as realistic but the main thing I got out of it educationally was regarding communication between everyone. I believe realistically without having all the necessary personnel there, this drill was as close as you could get. It was definitely an educational experience.

Scott Bundek – I think inside the command post everyone dealt with each other very well. There was trust between everyone and they know who the people are. There was some span and control issues for the Fire and EMS services and I think that was because we don't have mass casualty incidents everyday in Kent County. I think that was the main point the drill brought out to everyone. The positive thing that came out of this drill is the realization that it couldn't be handled by what was available at Dover Downs. I also feel it would be extremely difficult to decontaminate everyone. A suggestion was made to move DECON offsite and I feel that was a very good idea. There will be an after action report and it is going to be very interesting to see how the evaluators evaluate everything. I think the county should have more functional exercises to get better practice with these issues.

Matthew Higgins – From DNREC's point of view some of the things we need to work on are communications and do a better job at working with other agencies. We really didn't get to work with Kent County group and would like to have the opportunity to have interaction with them sometime. One of the positive things that came from this drill was that our equipment worked.

Allen Metheny – DECON Trailer – The DECON Team is still meeting on the third Tuesday of every month for training. Since our last meeting we had a special training held on the various types of meters and detection equipment that the DECON units are carrying. Regarding the Dover Downs drill, Dave had two issues concerning communications and man power. No activations to report. Through Fire Service Homeland Security Project, there are now three field DECON units in Kent County. They are around the County in order to back up the County DECON Team that we have and also be able to start DECON operations prior to when our County DECON Team can get there. These units are located at Harrington, Hartly, & Little Creek. Those three companies have committed to training at least a dozen people to help get the trailer in a position to respond.

Sarah King - Tier II – We have 1,323 facilities that have reported. We had a little over a 100 that reported last year that we have not heard from this year. A letter is being sent out to find out the status on those facilities. About 56% of the facilities have reported using Tier II online. So far we have \$267,800 in reporting fees.

Tier II Manager – In the process of Alpha testing. We broke it up into two phases.

- Going into it at the facility level and testing it making sure it met all the requirements which is going very good.

- On line fee payment system. There are a lot of things to work out with this system.

Hopefully by the next reporting period we will be able to use the Tier II Manager system.

Art Paul – SERC Meeting – Last meeting was on March 9th and there was about 29 people there. The report from the financial budget shows that right now there is about \$474,000 in collected funds. The planning and training information technology community as well as the four LEPC's have all reported. There are no new items to report. The next meeting will be on June 8th at the Fire School at 9:00 a.m. There will also be a budget meeting at the end of the month. From now on meetings will be held at Public Safety Department of Homeland and Security at Secretary Mitchell's office.

Delaware Emergency Notification System (DENS) – Alive and well. In the process of loading SOP101, which it is the contact list of radiological programming group. In February first call held training in all major 911 centers and we are currently looking to expand that to the smaller centers but we have not had many takers on that.

Allen Metheny - EOC Enhancement – Working with County officials.

Old Business

Allen Metheny - FY05 Budget – About 82% of the funds have been spent.

Allen Metheny – FY06 Budget – The County has been busy with their move into their new facility and have not been able to approve the budget. It is on the agenda for tonight. One of the requirements for LEPC is to have funds audited which will not be a problem because the County has a CPA audit the books every year and that audit can be submitted. Motion was made to see how well the various LEPC's were doing so part of our budget is going to be submitting a work plan and starting this year they want to see how well we comply to this work plan. I am currently working on that.

Janice Hilliard - Planning Committee – Met last week and one of the things we did is we reviewed memberships. Plan on sending letters to those not attending and see if they will commit to sending someone to attend. Discussed possible ways to provide training and information to LEPC members. Thinking about providing a news letter to go out twice a year and to have it available on the website. Talked about handing out facility certificates to the facilities that we visit. When they do the dinners and present their findings we than them for allowing us in there and then we can create the certificates saying thank you for participating. Looking at establishing and holding a facilities security conference next spring. The LEPC is responsible for completing a series of exercises that start with table top, go to functional, and then go to full scale. They have started this process and are doing a full scale exercise with Harrington in May 2006. There are currently openings for this committee. We usually meet a week before the LEPC meetings. Next meeting we will discuss the newsletter and start working on putting one together.

Allen Metheny – Seminar Committee – Exercises are being planned to take place by next year at the County level. The state has contracted with a consulting firm to assist with the planning for these exercises.

Allen Metheny – Ammonia & Propane Seminar – Overall results of the Spring Seminar was that it was a very good seminar. Most of the feedback comments were in the excellent to very good category. There was only one issue which was the noise from the room next to us during the evening speaker. About 95 people attended. Received favorable comments about the topics and the speakers that presented the topics on the 4 sessions. We had 4 vendors that showed up and helped defray the cost of the seminar. The speaker we had was enjoyed by everyone and he brings a message in a little different way than a lot of other speakers. Financial we will break even and might even pick up a little profit for future use.

Jay Brabson – Suggestion to send Thank you letters to all the vendors and sponsors involved in the seminar.

Allen Metheny – New members still needed for future facility inspections. There is about 32-33 facilities to be inspected and last time it took about a 1-1 ½ years. Need to start getting them started fairly soon. Need to get a hold of Paul Wilkerson and set up a time to get together and start laying out plans for the inspections. Up to date list of facilities needed from Sarah.

New Business

Handout on Hazards Material Safety from U.S. Department of Transportation.

Program

Scott Bundek – Kent County DECON Team Tow Vehicle

Meeting adjourned by Allen Metheny at 11:00 a.m.

Next LEPC meeting tentatively scheduled for Tuesday, July 12, 2005 at 10:00 a.m.

Respectfully submitted,

Nicole Vautard

Nicole Vautard
Kent County Dept. of Public Safety
LEPC Secretary