

**Kent County
LEPC Meeting Minutes**

November 14, 2006

Attendees

Nicole Vautard	<i>KC DPS</i>	Allen Metheny	<i>KC DPS</i>
David Mick	<i>KC DPS</i>	Cheryl Russell	<i>Delmarva Power</i>
Robert Hawkins	<i>DE State Police</i>	Quincy Robinson	<i>Walmart Logistics</i>
Dave Balcerak	<i>RSVP</i>	Vincent Lynch	<i>Perdue</i>
Dorothy Lehmann	<i>Tilcon</i>	Jay Brabson	<i>DNREC</i>
Jeff Vadakin	<i>Magnum Electronics</i>	Bob Barrish	<i>Citizen</i>
David Freeman	<i>BayHealth</i>	Christian Plack	<i>Milford PD</i>
Janice Hilliard	<i>Discover Card</i>	Kevin Kille	<i>DEMA</i>
Mark Herlihy	<i>U.S.C.S.</i>	Ron Longhany	<i>U.S.C.S.</i>
Shannon Splittorff	<i>DNREC</i>	Marilyn O'Neal	<i>Perdue</i>
Alan Rachko	<i>Dover PD</i>	Dean Blaha	<i>City of Dover</i>
Rob Childs	<i>Wal-Mart Logistics</i>	David Lund	<i>Kraft Foods</i>
Mark Feiler	<i>Tilcon</i>	Bret Scott	<i>KC Levy Court</i>

Allen Metheny called the meeting to order at 9:05 A.M.

The minutes of the September 12th meeting were approved.

Welcome from Allen and introduction of all the attendees.

Current Issues

Dave Mick – DECON – We had two dispatches since the last meeting: one for odor of Sulfur in residence in Smyrna and one for odor of Ammonia outside a residence in Harrington. DECON response was cancelled prior to arrival on both incidents. New dispatch procedure implemented to avoid false calls. Established a DECON Admin Group page which will alert administrative/command level DECON personnel. One or more of this group will be notified of any incidents and will respond. They will then notify if a full DECON is necessary. This plan went into effect last week. We participated in a full scale exercise at the Delaware State Fair Grounds. DECON was most simulated due to weather conditions and limited manpower. Kent County Department of Public Safety Special Operations/All-hazard Group adopted a new training schedule which will commence next week with a Meters and Air Monitoring Class. This group decided to schedule regular training days on the 3rd Tuesday of every month. This coincides with the DECON drill night scheduled at Little Creek.

Shannon Slittorff - Tier II Manager – Conducting three workshops:

- New Castle County – December 12th from 1-4 at the Lukens Drive facility
- Kent County – December 13th from 9-12 at the Terry Campus of Delaware Technical and Community College
- Sussex County – December 14th from 1-4 at the Owens Campus of Delaware Technical and Community College

We will be providing all the necessary materials and if you have not registered to conduct on-line reporting, you can do so at the workshops.

Kevin Kille – DENS – Met with First Call and Verizon and they are going to work out the kinks.

Allen Metheny – DENS – We had a meeting here with First Call after they were at DEMA. A lot of issues discussed. Felt everything could be worked out. Learned some admin points of view of what not to do such as make sure message is not too long (30 second messages only). A toll free call back phone number has been developed to be used in emergencies. The only issue is being able to gather information before putting out the DENS message. Testing will continue.

Allen Metheny - EOC Enhancement – The project is just about completed. The programmer still needs to come back and do some programming.

Kevin Kille – Agriculture Terrorism Committee being formed. Interested parties should contact me.

Shannon Slittorff – Sussex County is having an LEPC meeting on November 30th at 10:00 a.m. Allen will be doing a presentation on Kent County's LEPC.

Old Business

Allen Metheny – Dow Reichhold – Still dealing with legal issues. We will be dealing with this for a while.

Jay Brabson – Tank car still there. The investigation is on going. DNREC is currently working with Dow Reichhold on a rail tracking procedure so that this will not happen again.

Allen Metheny – FY07 Budget – About 30% of budget has been spent.

Allen Metheny – FY08 Budget – Submitted the budget to the County. The hearing is next Monday. Hopefully there will be no major issues.

Allen Metheny – Exercise Committee – Fair Mayhem was held on October 28th at 9:00 a.m. at the Delaware State Fair Grounds. There were about 100 first responders and agencies and a couple hundred “victims” involved in this exercise. The original plan was for there to be an incident at the misting tents involving a chemical; however, the first dispatched alarm was for an explosion in the grandstands which switched things around a little bit. We had some key players that had to pull out due to a death in the family and Milford Memorial Hospital was a key player but due to two serious car accidents, they were placed out of play. Kent General Hospital was involved and some of the “patients” were transported to them. The exercise went fairly well with a few committee issues.

Dave Mick – DECON had to do a lot of simulation. We were not up to full scale however it is almost impossible to get up to full scale for exercises like this. In the future, I would like to see us break the exercise down into different pieces and do a full scale on each piece. We did not do actual Mass DECON.

David Freeman – Overall the exercise went pretty good. Communication was a problem. We contacted Milford and found out we would be getting “patients”. DECON was done with a new kit. Tags were inadequate because once we put “patients” through DECON and they got wet the tags would fall apart.

Bret Scott – PIO's were not familiarized with the NIMS model for getting information out. I learned that there is a hierarchy involved in public information sector where you have a lead PIO who is then responsible for collecting the information of the other PIOs involved. There were a lot of territorial issues between PIO's. It took us about 50 minutes to draft our first press release due to PIO issues. By the time the press release was completed the information had changed. The biggest suggestion that came from this drill was that all PIOs should have NIMS training.

Captain Hawkins – We had a trooper pass away so I was unable to attend. Our guys were pretty pleased overall of how things went. The contractor chosen to organize the exercise was very disappointing. Could not get answers from them as to how many troopers we needed. Key note point is to have all your players there. Regarding PIO's, the media likes to have different stories. It is what sells papers. We like to have that key players next to us so that when we get asked questions, they can answer them.

Allen Metheny – DETF Exercise – A tabletop exercise was held on October 11th. It was a great opportunity to test coordination between Delaware, Maryland, and Virginia. We had a simulated hurricane. We learned that the bridge tunnel gets shut down early because it is not safe due to winds and flooding. Overall the exercise went very well. We had a large turnout with most counties participating. All three states had emergency personnel representatives. There was a concern regarding the evaluators missing some key things which falls back on the contractor that is working with us on the exercises.

Dave Mick – Revised flooding projections needed. Some of the primary relocation areas were not going to last very long.

Bob Barrish – Facility Inspection – The process is going very slow. In calendar year 2005 only 1 inspection was conducted. In calendar year 2006 3 inspections were conducted. There are approximately 60 sites that need to be visited. We should be doing about 20 a year. We tried to put together a group of people to conduct the inspections but that did not work. Currently we are working on something but we have hit a legal speed bump.

Allen Metheny – News Letters – Nothing. We will continue to work on this next year.

Nicole Vautard - Planning Committee – The LEPC brochures have come in as well as the shelter-in-place mouse pads, the facility mouse pads, and the shelter-in-place pens. Everything under budget.

New Business

Nothing new to report

Meeting adjourned at 10:02 a.m.

Program

NIMS Training for LEPC Members.

Next LEPC meeting tentatively scheduled for **Tuesday, January 9, 2007 at 10:00 a.m.**

Respectfully submitted,

Nicole Vautard

Nicole Vautard
Kent County Dept. of Public Safety
LEPC Secretary