

**Kent County
LEPC Meeting Minutes
September 14, 2004**

Attendees

Nicole Vautard	<i>KC DPS</i>	Allen Metheny	<i>KC DPS</i>
Dave Mick	<i>KC EMS</i>	Ken Belmont	<i>DPH.</i>
Doris Donella	<i>Tetra Tech/EPA</i>	Mark Claveloux	<i>DEMA</i>
Janice Hilliard	<i>Discover</i>	Jay Brabson	<i>DNREC</i>
David Balcerak	<i>RSVP</i>	Marshall Murdaugh	<i>Eagle Group</i>
Robert Hawkins	<i>DSP/Troop3</i>	Dean Blaha	<i>Duke Energy</i>
Jerry Wiegand	<i>NRG Energy</i>	Stevens Remillard	<i>Christian Care MRC</i>
Jerry Llewellyn	<i>Public Health</i>	Marilyn O'Neal	<i>Perdue</i>
Cheryl Russell	<i>Connectiv</i>	Bruce Ennis	<i>General Assembly</i>
Allan Thomas	<i>KC Public Works</i>	Brian Cullen	<i>DAFB FD</i>
Dorothy Lehmann	<i>Tilcon</i>	Robert Wright	<i>Kraft Foods</i>

Allen Metheny called the meeting to order at 10:05 A.M.

Welcome from Allen and introduction of all the attendees. Tours available to view Kent County's new 911 Command Vehicle.

The minutes of the July 13th meeting were approved.

Current Issues

Dave Mick – Decon Trailer - Additional training sessions going on with a joint one held with Department of National Resources at Little Creek. Would like to expand upon joint agency type of scenarios. No Emergency responses. Tow vehicle project is moving forward and should be here before the end of the year. Just returned from training in Alabama and currently have a couple medics training there now. It was a very well run and educational training session. WMD and Hazmat Preparedness have 4-6 programs in the works.

Allen Metheny Tier II – Tier II manager is an internet based reporting system for reporting hazardous materials. The final cost of the program is approximately \$88,000 for the first year. Funding has been secured primarily through penalty fees that are paid to DNREC and the State Emergency Response Commission has authorized some funding. Any changes can be made on line to keep the program current. There will be several training sessions for users of the system on the Public Safety end and for facility personnel and Emergency response personnel to be held during January and February. 2004 reporting needs to be done by March of 2005. The vendor will move information from Tier II to Tier II Manager.

Allen Metheny – SERT meeting – Normal reports given by all the LEPC's. EPA Emergency Preparedness and Prevention Conference coming up in December. Annual report being worked on and should be finalized at next meeting. Audits of all county LEPC's are being performed. Emergency Notification system is up and running and the City of Wilmington conducted a drill and were able to notify 7,000 numbers in a matter of a few minutes. Advertising being done in the paper and press for the system.

Allen Metheny - EOC Enhancement – Received tentative approval on funding.

FY05 Budget - Used about 13.5% of the budget. Some new projects coming along to take care of the remaining budget.

FY06 Budget – Will be working on it shortly.

Old Business

Janice - Planning Committee – No meeting held.

Allen - Exercise Committee – Trying to work in something. Each county has been asked to come up with an idea for an exercise dealing with WMD stuff.

Allen - Seminar Planning Committee - Meeting held this morning. Considering doing another seminar similar to the one held in 2003 with a session dealing with Amonia and Propane and an evening tabletop exercise with Burris Foods in Harrington. Tentative date set for around the end of April. Waiting to hear when Dover Downs is holding their exercise before making a final decision on the date.

Allen – Dover Air Force Base WMD workshop has been cancelled.

New Business

Allen - New members (around 6-8 more people) needed for future inspections for Del EASI. A plan needs to be developed to achieve this. These members should be retired, chemical engineers, safety managers, plant managers, hazard materials handlers, and/or fire people. Inspections are expected to take about ½ a day at the facility and then time to write up the report with a training program that consists of a whole day before conducting any inspections.

Allen – EPA Conference – Emergency Preparedness and Prevention conference to be held December 5-8 in Philadelphia, if anyone is interested, see Allen. Funds budgeted to send one person from Kent County LEPC.

Mark Claveneax –Training Administrator at DEMA – Program “Responsibilities of dealing with Homeland Security Exercise and Evaluation Program”.

Meeting adjourned by Allen Metheny at 11:05 a.m.

Next LEPC meeting tentatively scheduled for Tuesday, November 9, 2004 at 10:00 a.m.

Respectfully submitted,

Nicole Vautard
Kent County Dept. of Public Safety
LEPC Secretary