

**SUSSEX COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
MEETING MINUTES
JULY 14, 2011**

There were 21 members/guests in attendance.

Chip Stevenson	Sussex County LEPC
Art Paul	DEMA
George Mackie	Dogfish Head Brewery
Joe Murabito	NCC LEPC
Joe Beyerl	Mountaire
Mike Calloway	Mountaire
Barbara Shufelt	American Red Cross
Aimee Mankins	American Red Cross
Radford Garrison	Bayhealth
Kris Gontovsky	DNREC
Terry Hastings	ARES
Mike McNamara	ARES
Roger Minner	DHS
Lynn Poling	Lewis Environmental
Allen Atkins	Town of Milton
Brad Gardner	SPI Pharma
Jamie Bethard	DNREC
David Mick	Kent County LEPC
Eric Huovinen	Sussex County EMS
Joe Hopple	Sussex County EMS
Jan Michael Myers	USCG

Chairman Stevenson called the meeting to order at 10:00 a.m.

The minutes of the May 12th, 2011 meeting were approved.

All attendees introduced themselves.

REPORTS

Tier II Manager- Kris Gontkovsky from DNREC-EPCRA read a written report.

I. FUNDS

\$284,160 (was \$266,580 in May and \$242,000 in March report) collected so far this year from 2010 Tier II reports.

II. REPORTING

A. 1897 (was 1819 in May and 1603 in March report) facilities have submitted their 2010 report.

B. 4 (was 9 in May and 30 in March report) facilities have initiated, but have not completed their report.

C. 70 (was 153 in May and 274 in March report) facilities have not started the reporting process.

III. STEPS FORWARD

A. Work on reviewing received submittals for data quality/compliance issues.

B. Phone calls to facilities with delinquent reports/fees.

C. Site Visits.

IV. TIER 2 MANAGER UPDATE

The GIS layer for Tier II facilities has been added to the Tier II Manager System, using the lat/longs collected from the 911s/LEPCs.

Incident Reports- Eric Huovinen

Eric Huovinen, along with Joe Hopple of SCEMS and Jamie Bethard of DNREC, provided a short presentation on the DECON team activation at Mountaire in Millsboro.

DEMA Updates- Art Paul from DEMA provided a report:

SERC Meeting – The last SERC meeting was held on Wednesday, June 8, 2011 at DSFS-Dover.

HMEP Grant-The process for HMEP grant funding is ongoing, with clarifications being made about eligible grant activities.

Decon Trailer Updates- Eric Huovinen/Dave Mick
Nothing to report.

Kent County LEPC-Dave Mick
Dave reported on Kent County's LEPC meeting held on Tuesday, July 14 and the training exercise held.

New Castle County LEPC -Vice Chairman, Joe Murabito
Vice Chairman Murabito provided information on current issues being addressed by the New Castle County LEPC. They included a LEPC meeting at BASF in Newport, a report on the success of the Transcaer training and training held by NCCHIRMA.

Sussex LEPC-Chairman Chip Stevenson reported on the following subjects:

- He attended the New Castle County LEPC meeting on Monday, July 11th.
- He attended the Kent County LEPC meeting on Tuesday, July 12th.
- He attended the SERC Planning & Training committee meeting on May 26th.
- He attended the DECON User's Group meeting on June 1st.
- He attended the SERC IT committee on June 7th.
- He attended the SERC meeting on June 8th.

PRESENTATIONS:

The presentation for this LEPC meeting coincided with the incident report section of the agenda. Eric Huovinen, along with Joe Hopple of SCEMS and Jamie Bethard presented a Power point of the DECON Trailer activation at a building fire at Mountaire in Millsboro. Joe Beyerl and Mike Calloway of Mountaire joined the group discussion about any lessons learned from the incident, There was discussion as well about positives concerning the situation.

NEXT MEETING: 10 A.M., THURSDAY, SEPTEMBER 15, 2011 AT THE SUSSEX EOC IN GEORGETOWN.