SUSSEX COUNTY

**LOCAL EMERGENCY PLANNING COMMITTEE**

**MEETING MINUTES**

**March 14, 2013**

**There were 15 members/guests in attendance.**

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| **Chip Stevenson**  | **Sussex County LEPC** |
| **Jay Brabson** | **DNREC** |
| **Rob Rogers** | **Bayhealth** |
| **Bill Duveneck** | **ARES** |
| **Brad Gardner** | **SPI Pharma** |
| **Bob Kendall** | **Mountaire** |
| **Joe Beyerl** | **Mountaire** |
| **Kris Gontovsky** | **DNREC** |
| **Marc Evans** | **DENG-31st CST** |
| **Ric Chatham** | **Chesapeake Utilities**  |
| **Patrick Robbins**  | **Red Cross** |
| **Marilyn O'Neal** | **Perdue** |
| **Cheryl Littlefield** | **Beebe** |
| **Eric Huovinen** | **SCEMS** |
| **Kevin Kille** | **DEMA** |

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

**The minutes of the January 10, 2013 meeting were approved.**

**All attendees introduced themselves.**

**REPORTS**

**Tier II Manager- Kris Gontkovsky**

**Tier II Update (As of 03/07/2013)**

**I. FUNDS**

 **$256,890 collected so far this year from 2012 Tier II reports.**

**II. REPORTING**

 **A. 1,796 total active facilities.**

 **B. 243 facilities have not started their 2012 report.**

 **C. 51 facilities have started their 2012 report, but have not finished.**

**III. STEPS FORWARD**

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

 **B. Emails/phone calls to facilities with delinquent reports/fees.**

 **C. Work with 911 centers to update street addresses, lat/long coordinates, and corresponding**

 **fire district for new facilities.**

 **IV. TIER 2 MANAGER UPDATE**

 **GIS updates include the plotting of new facilities added into T2M in 2012**

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**Incident Reports- Eric Huovinen**

**Eric reported two responses of the DECON Team to Meth Lab incidents.**

**DEMA Updates- Kevin Kille from DEMA provided a report:**

**HMEP Grant: In progress of applying for FY 2014 Grant. Have been told by USDOT that the amount will be the same as last year. ($118,036)**

**SERC: Quarterly meeting to be held on March 13th. Presentations by Norfolk-Southern RR and CSX RR.**

**There was a rad incident response in Wilmington, involving a lost source. The source had been recovered.**

# Decon Trailer Updates- Eric Huovinen

**Sussex County Paramedics are now using portable Decon units.**

**The DECON committee is in the process of replacing New Castle County’s DECON trailer.**

**Kent County LEPC-Dave Mick**

**Dave provided a written report:**

**Decon - one meth response; one ammonia response involving a plant and a school (no injuries)**

**Tech Rescue - no calls; joint exercise with Kent Waste Water facility and Frederica FD for C-space scenario 28 March.**

**EOC activated for last storm - no issues.**

# New Castle County LEPC-Dave Irwin

**No report.**

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

 **- He visited the Crop Production Services facility in Seaford.**

 **-He attended the Sussex County Fire Chiefs Association meeting in Selbyville on February 21st.**

 **-He attended the Kent County LEPC meeting on March 12th.**

 **-He attended the New Castle County LEPC meetings on January 14th and March 11th.**

 **-He attended the SERC Planning & Training Committee meeting on February 28th.**

 **-He attended the SERC meeting on March 13th.**

 **-He attended the DECON User’s Group meeting on February 28th.**

**PRESENTATIONS:**

**There was no presentation scheduled for this meeting. Ric Chatham of Chesapeake Utilities was recognized for his many years of dedicated service to education and safety. Jay Brabson of DNREC-ARP led an informative discussion about an ammonia release in Clayton.**

***NEXT MEETING: 10 a.m., Thursday, May 9, 2013 at USCG Station-Indian River Inlet.***