

**ALLEN COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE  
(LEPC)**

**Meeting Minutes of June 18, 2015**

**Members present:** W.D. Litsey, Beth Seibert , Trevor Violet, Dave Collins, Ted Brookman, Joe Kitchen, Diane Bishop, Tom Berger, Ron Luttrell II, Clint Rolland ,Carol Bertrand, Rob Hutchinson, Joe Martz , Kyle Erford, Jim Michael, .

**Members absent:** Chad Ulm, Jeff Ramey, Kevin Bruin, Rick Skilliter ,Steve Carr, Jed Metzger, Mark Heffner, Steve Carr, Jim Everett, Fred Boeheim, Tim Haniford and Dieter Wireman, William Kelly, Thomas Mazur, Matt Childers.

**Guests attending:** Craig Hohenbrink with INEOS, Judith Caputo LMH, Steve Mericle LMH, Tammy Feehan OEMA, Russ Decker OEMA, Brandon Fischer ACPH, Bill Stienbrunner ARC, Robert Johnson American Trim.

Chairman Robert Hutchinson called the meeting to order at 9:34 a.m. at the Red Cross Chapter House and declared that a quorum was present.

The minutes of the April 9, 2015 meeting were discussed. A motion was offered by Ron Luttrell and seconded by Ted Brookman to approve the minutes as mailed. Motion passed.

The financial report for the period from April 1, 2015 – May 31, 2015 was discussed. A motion was offered by Joseph Kitchen, seconded by Trevor Violet to approve the financial report. Motion passed.

SERC Report – Tom Berger informed the attendees that the two year term for LEPC members will expire in August. Time received notification from 26 members that would like to remain on the LEPC. 3 Members have decided not to accept reappointment. Those members have nominated potential replacements to LEPC. Mr. Berger informed the group that Allen County Commissioners will vote on membership and present the approved members to the SERC for approval.

Tom Berger also informed the group that nomination for officers can be conducted. Chairman Hutchinson asked for nomination for the position of Chairman. Ted Brookman nominated Robert Hutchinson, seconded by Joe Martz. Motion passed.

Chairman Hutchinson asked for nominations for the position of Vice Chairman. Joe Kitchen nominated Steve Carr. Seconded by Ted Brookman. Motion passed.

Chairman Hutchinson asked for nomination for the position of Secretary. Joe Martz nominated Ted Brookman. Seconded by Beth Siebert. Motion passed.

Tom Berger completed a review of the SERC Facilitator report of the January 10, 2015 real world event that was utilized as the LEPC exercise. Tom reviewed each objective and highlighted points of interest. A copy of the report is attached to the minutes.

**Emergency Coordinator's Report-** Tom Berger reviewed the CFS with the group.

**Training** –Joe Kitchen updated the Committee on the HAZMAT Ops and Tech training that the HAZMAT team would like to bring to the county. Mr. Kitchen informed the group that Chief Todd Truesdale will be conducting the course. Dates and times are still being worked out.

Tom informed the group that he is negotiating a contract to bring the HAZMAT Officer and HAZMAT Safety Officer to the County. Dates will be September 29,30 and October 1<sup>st</sup>. Cost of training is \$2,475. Motion was made by Doug Litsey to approve the training cost. Seconded by Dave Collins. Motion passed.

**Coordinators Report:**

Sheltering ARC: Dave Collins asked Bill Stienbrunner to give the report. Bill informed the group that during the recent flooding the ARC opened a shelter at the Collet Street location. At peak operations there were 15 people in the shelter. Bill stated that Arby's and Kewpee provided food at the shelters. He also wanted to thank Amy Campbell, Dave Collins, Linda Klosterman, Bo McComas, Steve Newman, Patrick Shelton, and Bill Weldy for supporting the shelter.

A motion to adjourn was offered Doug Litsey and seconded by Joe Martz. Motion passed.

Respectfully submitted,

Tom Berger  
Acting Secretary