

**ALLEN COUNTY
HAZARDOUS MATERIALS EMERGENCY PLANNING COMMITTEE
(LEPC)**

Meeting Minutes of February 21, 2013

Members present: Joe Martz, Robert Hutchinson, Rick Skilliter, Kyle Erford, Clint Rolland, Dave Collins, Joseph Kitchen, W. D. Litsey, Jim Michael, Beth Seibert, Trevor Violet, Carol Bertrand and Russ Decker.

Members absent: Diane Bishop, Ted Brookman, Kevin Bruin, Steve Carr, Jim Everett, Steve Faul, Debbie Foos, Tim Haniford, Mark Heffner, Bill Kelly, Thomas Mazur, Jed Metzger, Dan Protsman, Jeff Ramey, Chad Ulm, Dieter Wireman and Kent Zimmerly.

Guests attending: Gene Davis and Steve Harvey with Allen County EMA, Brenda Mead and Larry Flick with American Red Cross.

Chairman Martz called the meeting to order at 9:30 a.m. at the Red Cross Chapter House and declared that a quorum was present.

The minutes of the December 20, 2012 meeting were discussed. A motion was offered by Jim Michael, seconded by Clint Rolland to approve the minutes as mailed. Motion passed.

The financial report for the period from December 1, 2012 through January 31, 2013 was discussed. A motion was offered by Carol Bertrand, seconded by Rick Skilliter to approve the financial report as mailed. Motion passed.

Under the SERC report, Russ Decker reminded members that everyone's term of appointment will expire in August of 2013. A letter will be mailed to all members in March asking whether or not members wish to be reappointed for a new two year term commencing in August of 2013 through August of 2015.

Under the Emergency Coordinator's Report, Russ reported on 90 calls for service the last meeting with 16 of those involving hazardous materials. For 2012, the agency handled a total of 522 calls, 103 of which involved hazardous materials, an increase of 3.5%. Russ also reported that his office was hosting an intern from Bluffton University this semester. Joseph Kitchen offered a motion to pay a \$1,000 stipend to the intern for services provided the LEPC, seconded by Beth Seibert. Motion passed.

Under Sub-Committee Reports, Rick Skilliter discussed upcoming training opportunities offered through the Citizens Corps VIPS program. Dave Collins offered a motion to pay up to \$120.00 for printing needs associated with the VIPS program, seconded by Robert Hutchinson. Motion passed. Doug Litsey offered a motion to allocate up to \$650 for meals associated with the VIPS training, seconded by Jim Michael. Motion passed.

There being no further business to come before the Committee, Rick Skilliter moved to adjourn, seconded by Beth Seibert. The meeting stood adjourned at 10:20 a.m.

Respectfully submitted,

Russ Decker
Acting Secretary