

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

Meeting Minutes of December 19, 2013

Members present: Robert L. Hutchinson, Russ Decker, Carol Bertrand, Jim Michael, Dieter Wireman, Trevor Violet, Beth Seibert, Ron Luttrell, Chad Ulm, Joe Martz, Joseph Kitchen, Dan Protsman, Rick Skilliter, Mark Heffner, Kyle Erford, Ted Brookman, Fred Boeheim, Thom Mazur and Matt Childers.

Members absent: Diane Bishop, Kevin Bruin, Steve Carr, David Collins, Jim Everett, Tim Haniford, Bill Kelly, Doug Litsey, Jed Metzger, Jeff Ramey and Clint Rolland.

Guests attending: Chief Todd Truesdale with Shawnee Township Fire Department, Director Harry Burdick with Marion County EMA, Leslie Bricker with Ohio EMA, Robert Johnson with American Trim, Tom Berger with Allen County Health Department, Larry Flick with American Red Cross, Ben Wietholter with NWOSS, Steve Harvey and Gene Davis with Allen County EMA.

Chairman Hutchinson 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 October 17, 2013 meeting were discussed. A motion was offered by Joseph Kitchen, seconded by Carol Bertrand to approve the minutes as mailed. Motion passed.

The financial report for the period from October 1, 2013 through November 30, 2013 was discussed. Rick Skilliter moved to approve the financial report as mailed, seconded by Jim Michael. Motion passed.

Chief Truesdale and Director Burdick gave a presentation of the State of Ohio Hazardous Materials Technical Advisory Committee (Hazmat TAC). They discussed the various team types, verification process and training.

Russ Decker announced that the date of Friday, May 2, 2014 has been set for the joint LEPC / LASER table top drill to be held at the Husky Lima Refinery. Committee members interested in serving on the drill planning group are asked to contact the EMA office. The planning committee will meet in January.

Under the SERC report, Dan Protsman offered a motion to adopt a resolution authorizing Chairman Hutchinson and Russ Decker to submit the annual SERC Grant application for 2014, seconded by Ted Brookman. Motion passed.

Under the Emergency Coordinator's Report, Russ reported on 111 calls for service since the last meeting with 21 of those involving hazardous materials. Year-to-date, the EMA has handled 522 calls for service with 93 of those involving hazardous materials.

Under Committee Reports, Mark Heffner offered a motion to renew the professional services agreement with Gene Davis for calendar year 2014 at the current rate of \$400.00 per month, seconded by Ron Luttrell. Motion passed.

Chief Kitchen reported that Hazmat Operations course sponsored by the LEPC will be held at the Bluffton Fire Department on January 18th and 19th from 8:00 a.m. – 5:00 p.m. both days. The 16 hour course is offered through the Ohio Fire Academy.

Thom Mazur reports that Allen County RTA is undergoing a management change; consequently he will identify some emergency after hour contact names and numbers for the EMA.

There being no further business to come before the Committee, Jim Michael moved to adjourn, seconded by Matt Childers. The meeting stood adjourned at 10:20 a.m.

Respectfully submitted,

Ted Brookman
Secretary