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

Meeting Minutes of December 15, 2011

Members present: Joe Martz, Russ Decker, Carol Bertrand, Bill Kelly, Tim Haniford, Jim Michael, Trevor Violet, W. D. Litsey, Jim Everett, Dave Collins, Rick Skilliter, Ted Brookman, Kent E. Zimmerly, Robert L. Hutchinson and Joseph Kitchen.

Members absent: Diane Bishop, Kevin Bruin, Steve Carr, Kyle Erford, Steve Faul, Debbie Foos, Mark Heffner, Thomas Mazur, Jed E. Metzger, Dan Protsman, Jeff Ramey, Clint Rolland, Beth Seibert, Chad Ulm and Dieter Wireman.

Guests attending: Tom Berger with Allen County Health Department, Scott Fessler and Gene Davis with Allen County EMA, Larry Flick with American Red Cross, Cathy Deck with Ohio EMA, and members of the news media.

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 October 20, 2011 meeting were discussed. A motion was offered by Carol Bertrand to approve the minutes as mailed, seconded by Jim Michael. Motion passed.

The financial report for the period from October 1, 2011 through November 30, 2011 was discussed. A motion was offered by Tim Haniford to approve the financial report as submitted, seconded by Robert Hutchinson. Motion passed.

Chairman Martz read a draft resolution authorizing the LEPC to apply for the annual SERC grant. A motion was offered by Doug Litsey to approve said resolution as read, seconded by Bill Kelly. Motion passed.

Discussion was held regarding the continuation of a contract with Gene Davis for professional services rendered to the Allen County LEPC. Doug Litsey offered a motion to continue the agreement with Gene Davis for a period from January 1, 2012 through December 31, 2012 at a rate of \$400 per month, seconded by Ted Brookman. Motion passed.

Russ Decker reported on plans for the LEPC to hold a joint full scale exercise with the LASER Security Task Force sometime in May of 2012. The exercise will take place in the Shawnee Township area. A joint exercise design committee with members from both groups will begin meeting in January.

Under the Emergency Coordinator's Report, Russ Decker reported on 82 calls for service since the last meeting with 10 of those involving hazardous materials. Year to date, the EMA has responded to 488 calls for service with 102 of those involving hazardous materials. Decker also announced that his office will host an intern from Bluffton University beginning in January. Tim Haniford offered a motion to authorize payment of \$500 as a stipend to the intern, seconded by Carol Bertrand. Motion passed.

Under Committee Reports, Tom Berger with the Allen County Health Department spoke about his office's efforts at establishing "PODS" or "points of dispensing" throughout the county in the event that medicine from the Strategic National Stockpile would need dispersed in Allen County. Kelly said he was receiving excellent cooperation to date from all villages, townships and cities.

Being no further business to come before the Committee, Tim Haniford moved to adjourn, seconded by Jim Michael. The meeting stood adjourned at 9:53 a.m.

Respectfully submitted,

Ted Brookman, Secretary