

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

Meeting Minutes of April 9, 2015

Members present: Jeff Ramey, W.D. Litsey, Chad Ulm, Trevor Violet, William Kelly, Dave Collins, Ted Brookman, Diane Bishop, Tom Berger, Ron Luttrell II, Carol Bertrand, Matt Childers, Rob Hutchinson, Thomas Mazur .

Members absent: Kevin Bruin, Rick Skilliter ,Steve Carr, Kyle Erford, Jed Metzger, Clint Rolland, Beth Seibert, Mark Heffner, Steve Carr, Joe Kitchen, Jim Everett, Joe Martz, Fred Boeheim, Tim Haniford and Dieter Wireman.

Guests attending: Craig Hohenbrink with INEOS, Cross, Gene Davis with Allen County EMA, and Judith Caputo.

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 February 16, 2015 meeting were discussed. A motion was offered by Ted Brookman and seconded by Jeff Ramey to approve the minutes as mailed. Motion passed.

The financial report for the period from January 31, 2015 – March 31, 2015 was discussed. A motion was offered by Ted Brookman, seconded by Trevor Violet to approve the financial report. Motion passed.

SERC Report – Tom Berger informed the attendees that Department of Public Safety Director, John Born and Ohio Environmental Protection Agency Director, Craig Butler will be chairing the SERC.

Emergency Coordinator's Report- Tom Berger reviewed the CFS with the group. Tom reported that his office will host an intern from Ohio Northern University for 600 hours. The intern will conduct a review of the Emergency Operation Center plans and assist with Tier II submission data entry. Ted Brookman offered a motion to pay the intern a stipend of \$3,600 or \$6.00/ hr for her efforts, seconded by Thomas Mazur. Motion passed.

Public Health- William Kelly informed the LEPC that Allen County Public Health participated in a Northwest Ohio Regional Healthcare Emergency Management functional exercise. The exercise was designed to test the departments COOP.

Training – Tom Berger for Joe Kitchen updated the Committee on the HAZMAT Ops and Tech training that the HAZMAT team would like to bring to the county. Tom

informed the group that Dr. Decker will not be able to complete the training as planned. EMA will continue to look for instructors.

Citizens Corp Report- Tom Berger for Rick Skilliter informed the Committee that the CISM now has their website up and running (CISM.care) Tom also informed the Committee that there will be a June training offered, check the website for details.

For the good of the order:

Jeff Ramey was recognized by Chairman Hutchinson. Jeff spoke about bringing a portable hospital to the county. Jeff explained benefits of bringing the trailer to Allen County and the agreements that need to be in place to have the asset in the county. The Committee discussed possible storage options for the trailer and staffing the team to set up the trailer.

A motion was offered to adjourn by Jeff Ramey, seconded by W.D. Litsey. Motion passed.

Respectfully submitted,

Tom Berger
Acting Secretary