

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

Meeting Minutes of October 20, 2016

Members present: Robert Hutchinson, Carol Bertrand, William Kelly, Dieter Wireman, Tom Berger, Joe Martz, Trevor Violet, Steve Mericle, Jim Everett, Joe Kitchen, Catherine Reed, Jeff Ramey, Beth Seibert, Jed Metzger, Bruce Black, Rick Skilliter, Mark Gierhart.

Members absent: Jon Dishong, Shawn Campbell, Tim Haniford, Ron Luttrell, Kevin Bruin, Steve Carr, Clint Roland, Thomas Mazur, Ted Brookman, Craig Hohenbrink, W.D. Litsey, Jim Michael, Diane Bishop,

Guests attending: Judith Bullock LMH, Brandon Fischer ACPH, Gene Davis EMA, Steve Harvey EMA, Larry Flicke ARC, Nelson Martin Nelson Packaging

Chairman Hutchinson called the meeting to order at 9:32 a.m. at the Red Cross Chapter House and declared that a quorum was present.

The minutes of the June 16, 2016 meeting were discussed. A motion was offered by Jeff Ramey and seconded by Rick Skilliter to approve the minutes as mailed. Motion passed.

The financial report for the period from August 1, 2016 through September 30, 2016 was discussed. A motion was offered by Joe Martz, seconded by Carol Bertrand to approve the financial report. Motion passed.

Emergency Coordinator's Report- Tom Berger reviewed the call for service (CFS) with the group. Tom discussed a recent pipeline leak that led to the discovery of a wastewater release from Bob Evans Food. Tom discussed the response and how the cleanup efforts were going.

Tom informed the group that all 6 of the facility inspection are completed. The Hazmat plan review was completed and sent to the State. Tom thanked subcommittee members Hohenbrink, Hutchinson and Michaels for working with Assistant EMA Director Harvey on the review. Tom also updated the group that EMA will begin the process to purchase a mass notification program.

Coordinators Report:

Health Department- Bill Kelly – Nothing to report.

Training –October 13th Hazmat IQ training was a success.

Shelters – Catherine Reed informed the group that the ARC was continuing to update shelter list and completing inspections of shelters. Also, the OP3 meeting will be held in Columbus at the Wendy’s center. Catherine also offered hand sanitizer to anyone in the group that could use it.

CISM- Rick Skilliter stated that CISM is unfortunately busy.

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Neslon Martin of Nelson packaging gave an overview of Nelson’s packaging and how they are updating their operations. Mr. Martin stated that they have updated security and safety procedures as they look for new business opportunities.

Carol Bertrand wanted to acknowledge member Beth Siebert for being given the Visionary Citizen of the year award.

Tom Berger congratulated Rick Skilliter on his retirement from Village of Bluffton as Chief and willingness to stay on as the CISM Team coordinator and an active member of the LEPC.

Motion to adjourn – Jeff Ramey, Second Rick Skilliter.

Respectfully submitted,

Tom Berger
Acting Secretary