

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

Meeting Minutes of June 19, 2014

Members present: Robert L. Hutchinson, Russ Decker, Kevin Bruin, Beth Seibert, Jim Michael, Jeff Ramey, Dieter Wireman, W. D. Litsey, Ron Luttrell, Trevor Violet, Jim Everett, Dave Collins, Mark Heffner, Diane Bishop, Rick Skilliter, Craig Hohenbrink, and Ted Brookman.

Members absent: Carol Bertrand, Steve Carr, Matt Childers, Kyle Erford, Tim Haniford, Bill Kelly, Joe Kitchen, Joe Martz, Tom Mazur, Jed Metzger, Dan Protsman, Clint Rolland, and Chad Ulm.

Guests attending: Ashley Barrera and Lindsey White with Allen Soil & Water District, Mike Kill with Chemtrade, Steve Harvey, Jamie Augustine and Gene Davis with Allen County EMA, Tom Berger with Allen County Public Health, Larry Flick with American Red Cross, Russ Ramey with Wright Distribution Center, Craig Hohenbrink with INEOS Lima Chemicals, Tony Gaier with Buckeye Partners, and John Walters.

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 April 17, 2014 meeting were discussed. A motion was offered by Jim Michael, seconded by Ted Brookman to approve the minutes as mailed. Motion passed.

The financial report for the period from April 1, 2014 through May 31, 2014 was discussed. Rick Skilliter moved to approve the financial report as mailed, seconded by Beth Seibert. Motion passed.

A highlight video from the May 2, 2014 LEPC table top drill at Husky Lima Refinery was viewed; discussion was held. A copy of the SERC drill evaluation was distributed to those in attendance.

Under the emergency coordinator's report, Russ reported on 101 calls for service since the last meeting with 24 of those involving hazardous materials. Year to date, the EMA office has handled 259 calls for service with 49 of those involving hazardous materials. Russ introduced Jamie Augustine, an intern in his office this summer from Ohio Northern University. She is conducting a commodity flow assessment in the county with her findings to be reported out at a future LEPC meeting.

Russ discussed Allen County's hosting of the 4th annual Northwest Ohio Hazmat Conference this December at the Civic Center. He also shared draft by-laws for the multi-county sponsored event. Rick Skilliter offered a motion to approve the proposed by-laws for the NOW Hazmat Conference Committee, seconded by Ron Luttrell. Motion passed.

Under committee reports, Rick Skilliter requested authority to expend from the Citizen Corps funds for books and supplies for new VIPS Team members. Doug Litsey moved to approve such expenditures at a cost of \$1,384.00, seconded by Beth Seibert. Motion passed.

Being no further business to come before the Committee, Jim Michael offered a motion to adjourn, seconded by Kevin Bruin. The meeting stood adjourned at 10:05 a.m.

Respectfully submitted,

Ted Brookman
Secretary