

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

**Meeting Minutes of October 17, 2013**

**Members present:** Robert L. Hutchinson, Russ Decker, Jeff Ramey, Carol Bertrand, Beth Seibert, Jim Michael, Dieter Wireman, Ron Luttrell, Dan Protsman, Chad Ulm, Dave Collins, Joseph Kitchen, Jim Everett, Diane Bishop, Rick Skilliter and Bill Kelly.

**Members absent:** Fred Boenheim, Ted Brookman, Kevin Bruin, Matt Childers, Kyle Erford, Tim Haniford, Mark Heffner, Steve Carr, Doug Litsey, Joe Martz, Thomas Mazur, Jed Metzger, Clint Rolland, and Trevor Violet.

**Guests attending:** Brad Gilbert with Wood County EMA, Matt Tumbleson with Lima Memorial, Tom Berger with Allen County Health Department, Chief Todd Truesdale with Shawnee Township Fire Department, Robert J. Johnson with American Trim, and Gene Davis with Allen County EMA.

Chairman 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 August 15, 2013 meeting were discussed. A motion was offered by Rick Skilliter, seconded by Jim Michael to approve the minutes as mailed. Motion passed.

The financial report for the period from August 1, 2013 through September 30, 2013 was discussed. Joseph Kitchen moved to approve the financial report as mailed, seconded by Carol Bertrand. Motion passed.

Related to the financial report, Jeff Ramey offered a motion, seconded by Dieter Wireman to authorize payment of \$600 to the Allen County Chapter of the American Red Cross for hosting the LEPC meetings throughout the year. Motion passed.

Carol Bertrand offered a motion, seconded by Beth Seibert to authorize the annual payment of \$17,000 to the Allen County Board of Commissioners (EMA) for administrative support of the LEPC. Motion passed.

Brad Gilbert from Wood County EMA discussed the 3<sup>rd</sup> annual Northwest Ohio Hazmat Conference and sought Allen County's LEPC partnership. This year's conference will be held Saturday, December 14<sup>th</sup> at the Penta Career Center in Perrysburg. Rick Skilliter offered a motion for Allen County to support this effort and allocate \$500 to this year's conference, seconded by Ron Luttrell. Motion passed.

Jeff Ramey briefed the LEPC on the portable hospital assets available in northwest Ohio and the possibility of Allen County hosting some of those assets. Primarily he is looking for personnel to help transport the equipment, housing for a 30' trailer, and a truck to pull the 18,000 pound trailer.

Under the SERC Report, Russ discussed the likelihood of "e filing" ceasing to be available for SARA filings in 2014. Information about the annual LEPC Conference was distributed. Russ also asked members to begin thinking about scenarios for next year's exercise and the possibility of holding our exercise jointly with the LASER Security Task Force.

Under the Emergency Coordinator's Report, Russ reported on 85 calls for service since the last meeting with 19 of those involving hazardous materials. Year-to-date the EMA has handled 410 calls for service with 74 of those involving hazardous materials.

Under Committee Reports, Joseph Kitchen gave an update on Hazmat training held since the last meeting and training planned through the first quarter of 2014. Dieter Wireman offered a motion, seconded by Jim Michael to authorize up to \$800 to cover associated costs of a Hazmat Operations course in January of 2014. Motion passed. Dan Protsman offered a motion, seconded by Ron Luttrell to authorize up to \$1,500 to cover associated costs of a Hazmat Technician course in March and April of 2014. Motion passed.

There being no further business to come before the Committee, Rick Skilliter moved to adjourn, seconded by Jim Michael. The meeting stood adjourned at 10:55 a.m.

Respectfully submitted,

Russell J. Decker  
Acting Secretary