



**Meeting Minutes  
February 12, 2015**

**ATTENDEES:**

Dianne Blais, Fairfax League of Women Voters  
Craig Buckley, Virginia Department of Emergency Management (had to respond to incident)  
Mark Kennedy, Fort Belvoir  
Captain Dean Lay, Fairfax County Police Department  
Sergeant Terry Licklider, Virginia State Police  
Captain Ron Manzo, Fairfax County Police Department  
Battalion Chief Kerwin McNamara, Fire & Hazmat Investigative Services, Office of the Fire Marshal  
Richard Michelback, Fairfax County Public Schools  
1<sup>st</sup> Lieutenant Ryan Morgan, Fairfax County Police Department  
Bowman Olds, Citizen, PWLEPC Liaison  
Jennifer Paris, Fairfax County DPW&ES  
Erik Peterson, Vice Chair, INOVA Fairfax Medical Campus  
Battalion Chief Marty Ranck, Hazmat Team (had to respond to incident)  
Cathy Roth, Fairfax County Storm Water Planning Division  
Bart Routh, SICPA SecurInk  
Alisha Sutton, George Mason University  
2<sup>nd</sup> Lieutenant Jay Thomasson, Fairfax County Sheriff's Office  
Donald E. White, Northern Virginia Mental Health Institute  
Jayne Woolf, Upper Occoquan Service Authority

**Guests:**

Colonel James Covell, Commander, Civil Air Patrol – Virginia Wing  
Mitch Dinowitz, Montgomery County OEMHS  
Johna Good Gagnon, Citizen (EQAC)  
John Gustafson, Montgomery County (MD) LEPC  
Captain Christian Quinn, Fairfax County Police Department, WPFM Fairfax 2015

**Staff Support:**

Trice Burgess, Fairfax County Office of the Fire Marshal  
Paula Woodrum, Tier II Program Manager/LEPC Liaison, Fairfax County Office of the Fire Marshal

**FILEPC MEETING CALLED TO ORDER:**

Vice Chair Erik Peterson called the February 12, 2015 meeting of the Fairfax Joint Local Emergency Planning Committee to order at 10:01 a.m. He welcomed everyone present and asked everyone to introduce themselves, and to tell us about anything significant since the last meeting.

**APPROVAL OF MINUTES:**

Paula informed the committee that Bart Routh's (SICPA SecurInk) name was omitted from the list of attendees at the December 11, 2014 meeting and that the minutes on the table were amended to reflect this change. Vice Chair Erik Peterson asked for motion to approve the amended December 11, 2014 minutes as amended. **Motion** to approve December 11, 2014 minutes as amended by Don White, second by Bowman Olds. **Motion carried.**

**SPECIAL PRESENTATION:**

Captain Christian Quinn from the Fairfax County Police Department spoke to the FJLEPC regarding the upcoming World Police & Fire Games to be held in June-July 2015. Fairfax County is host to the games, which are often called the "Olympics for law enforcement and fire/rescue personnel". He presented information regarding the venues, types of events and some of the logistical challenges of the games and the resources that will be required to host the games. After the presentation, Captain Quinn held a question and answer session from the members and guests present.

**REGULAR COMMITTEE REPORTS:**

**Public Communications:**

Paula informed the FJLEPC that routine updates were made to the web site by the web master. This included posting meeting minutes and posting information about the new Tier II software and the upcoming 2015 Tier II reporting cycle. An email blast was sent out to all Tier II facilities regarding the 2015 (2014 data) reporting cycle.

**Business Outreach and Ways and Means:**

Bruce McFarlane was not here for the meeting to provide an update; however, Erik recently met with Bruce. They developed a plan to dovetail the efforts of Business Outreach and Ways and Means subcommittee outreach efforts. They are exploring possibility of channel 16 doing a shelter-in-place or OEM video to where the FJLEPC is incorporated into it. There is going to be a ReadyNOVA regional meeting and the plan is to have a FJLEPC presence at the Fairfax County table.

**HMERP Exercise Subcommittee:**

BC Ranck had to leave the meeting to respond to a hazmat incident. However, Paula and Trice will work with BC Ranck and the HMRT to develop an HMERP Exercise scenario. This year needs to be a full scale drill since we did a tabletop drill at Fire Station 440 last year. They plan to piggyback onto an existing drill since the HMRT training calendar is already planned for the year.

**CCC Liaison Updates:**

Bowman Olds gave a brief overview of the Citizens Corps Council, described the membership and their mission. Paula provided contact information for Ken and Erik to Dean Sherick, the CCC coordinator at Fairfax County OEM, to make sure they were included on the CCC email distribution list.

**Liaison with other LEPCs:**

Paula has given Erik Peterson and Ken Rudnicki a schedule of other LEPC meetings in the area. They are coordinating schedules to try and attend as many as they can.

**HAZMAT RESPONSE TEAM (HMRT) UPDATE:**

RECENT INCIDENTS

HMRT TRAINING

Battalion Chief Ranck was called out to respond to an incident, so he was not able to provide an update of recent incidents.

FJLEPC COORDINATOR UPDATE:

Tier II Manager Update & HMERP

Paula provided an update to the status of the 2014 (2013 Data) HMERP and issues with the new version of Tier II Manager software and its performance in Internet Explorer 10. Most governments use IE10 since Chrome and Firefox leave security vulnerabilities on computer hard drives, so this issue has to be

resolved before the editing of individual facility emergency plans can be updated. The software patch is supposed to be put into production in the very near future.

**OLD BUSINESS:**

Erik Peterson presented Jim Covell with a plaque in appreciation for his 18 years of service to the FJLEPC. Jim recently retired from UOSA, and we wish him well in his retirement.

**NEW BUSINESS:**

There will be a drill at Dulles Airport on May 2<sup>nd</sup>, which is a Saturday. The planning is going on as more information is available, we will pass it on.

Bo Olds attended the monthly Association of Contingency Planners meeting for the National Capital Region. They awarded a scholarship to a young lady that is finishing up her Master's Degree at University of Maryland University College. If you know of anyone working on a degree in the field of emergency management or continuity of operations, please refer them to Bowman Olds. They really struggled to find someone to award the scholarship to because a lot of people just aren't aware that that they have a small \$500 scholarship available.

**ADJOURNMENT OF MEETING:**

Moved to adjourn by Donald White, second by Cathy Roth. Motion carried. Meeting adjourned at 11:00 a.m.

*The next meeting of the Fairfax Joint Local Emergency Planning Committee will be held on Thursday, April 9, 2015 at 10:00 a.m. This meeting will be held in the A Conference Room at the Fire Marshal Headquarters, 10700 Page Avenue, Fairfax, VA.*