

# STATE EMERGENCY RESPONSE COMMISSION

## Meeting Minutes

June 8, 2011

### Commissioners

Secretary Lewis D. Schiliro – Chair/DSHS	Glenn Gillespie – DEMA
Marjorie Crofts – DNREC/DAWM	David Irwin – New Castle County LEPC
Grover P. Ingle – State Fire Marshal	George Giles – Wilmington LEPC
Robert Newnam – DE State Fire School	Colin Faulkner – Kent County LEPC
Allen Metheny, Sr. – Kent LEPC (Retired)	Charles Stevenson – Sussex County LEPC
Dr. Jerry Llewellyn – Div. Public Health	Robert Byrd – Rail Transportation
James Lee – Consignees	Steve Owens – Water Transportation
Jim Paige – DSP	

### Members/Visitors

Arthur D. Paul – DEMA	Joseph Murabito – NCC LEPC
Nancy Wyatt – DEMA	Bob Barrish – Citizen/Kent LEPC
Kevin Kille – DEMA	Rich Antoff – DNREC/ARP
Ellen Malenfant – DNREC	David Mick – Kent LEPC
Catherine Mercogliana – DHS/FEMA	Eric Huovinen – SC EMS
Robert Pritchett – DNREC	Lisa Dunaway – DHS
Reginald Dunn – U.S. DOT	Michael Chionchio – OSFM
Kurt Reuther – DSHS	Byard O’Neal – DE Motor Transport Assn.

The June 8, 2011 meeting of the State Emergency Response Commission (SERC) was called to order at approximately 9:05 a.m. by the Chairman Lewis D. Schiliro, Secretary Department of Safety and Homeland Security. The attendees introduced themselves and a quorum was present. The March 9, 2011 meeting minutes were approved as written, following a motion by Mr. David Irwin and seconded by Robert Newnam.

### STANDING COMMITTEE REPORTS

#### Finance and Budget Committee – Mr. Robert Newnam

Summary of SERC finances as of 6/3/2011 (for accounts at DNREC):

#### SERC Fee Holding Account:

Carryover from 2010 calendar year	+ \$ 260,838
Fees received thus far in 2011	+ \$ 268,780 (a)
Projected reimbursements thus far	- \$ _____ 0 (b)
Account balance as of 6/3/2011	\$ 529,618
Disbursements for FY 2012 to be completed by July 1 (approved at March 2011 meeting)	- \$ 304,818 (c)(d)
Projected balance as of 7/1/2011	+ \$ 224,800

#### Decon Trailer Replacement Account:

Carryover from 2010 calendar year (interest info incomplete)	+ \$ 226,449 (e)(f)
Interest received thus far in 2011 calendar year	+ \$ _____ 0 (e)(f)
Account balance as of 6/3/2011	\$ 226,449

Deposit to be completed by July 1 as part of SERC FY 2012 disbursements	+ \$ 59,000 (c)
Projected balance as of 7/1/2011	+ \$ 285,449

Notes:

- a. Reports and fees from facilities covering calendar year 2010 were due (to be postmarked) by 3/1/2011. Additional fees are expected as we continue to follow up on delinquent reporters. Net fees collected during 2010 calendar year totaled \$297,380.
- b. Reimbursements will be necessary to a small number of facilities for reporting errors. These will be identified as submission reviews are completed. Reimbursements are typically mailed to facilities later in the year. Reimbursements in the last two years have totaled less than \$500.
- c. Disbursements approved in March 2011 for FY 2012 were as follows:

Agency/Organization	FY 2012 Approved Allocation
City of Wilmington LEPC	\$ 53,439.20
New Castle County LEPC (account maintained at DSFS)	\$ 74,182.35
Kent County LEPC	\$ 45,406.63
Sussex County LEPC	\$ 68,199.74
SERC IT Committee (account maintained at DSFS)	\$ 4,590
DNREC/DWHS EPCRA Program support *	\$ 0 *
Transfer to decon. trailer replacement account **	\$ 59,000 **
Total	\$ 304,817.92

\*Original request for \$17,290 was approved, but request was withdrawn by on 5/16/2011.

\*\* Separate interest bearing account maintained at DNREC for SERC.

- d. When FY 2012 disbursement recommendations were presented at the March 2011 meeting, the motion included a recommendation that “the agency that is collecting the fees (DNREC) disburse the funds directly to the approved agencies before July 1, 2011.” In past years, the funds were passed from DNREC to Public Safety/DEMA, and they would disburse the funds. The recommendation for this procedural change was passed, “pending review by the Controller General (and/or Office of Management and Budget).” Approvals from the Controller Generals Office and the Office of Management and Budget were received on June 2, 2011, allowing the new disbursement process to move forward.
- e. Effective July 2008, interest from both the Fee Holding Account and Decon Trailer Replacement Account are being jointly deposited into the Decon Trailer Replacement Account.
- f. The State migrated to a new financial system in July 2010. They are still working out issues, including ways to extract data and reports from the system. The carryover balance from the 2010 calendar year contains data for only 5 months of interest. The amount will be updated when complete interest data for the full year is available. No interest data is included yet for calendar year 2011.

**HMEP Grant Review** – Mr. Arthur D. Paul

Mr. Paul referred attendees to the agenda package which contains the last Hazardous Materials Emergency Preparedness (HMEP) Sub-grant progress reports for January-March 2011; info is being collected for the next progress report which concludes June 30, 2011. He briefed on changes to the HMEP program that were covered at the National Association SARA Title III Program Official (NASTTPO) Conference and HMEP Workshop at the annual conference in Arizona. The HMEP Grant program is being audited at U.S. DOT internally and by the Inspector General; as a result of auditing results a “rebranding” of the HMEP Grants Program is taking place. More emphasis is being placed on transportation of hazardous material versus all hazards planning. The “All Hazards” approach to emergency planning is not compatible with HMEP and the changes are resulting in less eligible planning activities. This will have an adverse impact on Delaware’s use of HMEP funds in the

future. The scrutiny of the program has increased significantly and U.S. DOT has returned/disapproved items that we submitted for reimbursement. The key point is that we must be prepared to support all reimbursements with justifications that the items were eligible activities. Additionally, Delaware's 2012 Grant award was reduced to \$118,093 from \$154,110; Delaware is not the only state to have their award reduced. The grant package was submitted to U.S. DOT before the June 1<sup>st</sup> deadline and copies of the package provide to the SERC membership for review. No food will be available at future meetings unless donated.

### **Planning and Training Committee** – Mr. Glenn Gillespie

The Committee met on May 26, 2011 at State Emergency Operations Center (EOC) and 10 members/attendees was present. Committee Chairman Jamie Turner called the meeting to order at 9:00 a.m. and the February meeting minutes were approved. Attendees were provided a copy of the meeting agenda. The following agenda items were briefed and discussed.

- SERC Meeting Agenda – Mr. Paul suggested a briefing by Delaware's Homeland Security Advisor, Mr. Kurt Reuther. The Committee approved and Mr. Reuther will be contacted and requested to give a 15-20 minute Homeland Security Update briefing at the June SERC meeting.
- HMEP Update – Mr. Paul briefed on the Hazardous Material Emergency Preparedness (HMEP) Workshop in April 2011 (held in conjunction with the National Association of SARA Title III Program Officials 23<sup>rd</sup> Annual Conference in Arizona).
- TRANSCAER (Transportation Community Awareness Emergency Response) – Mr. Paul distributed a flyer and training tour agenda for the Jun 22-23, 2011 Training Tour. He briefed that a Sub-Committee of the Delaware TRANSCAER Planning Committee had been working with other TRANSCAER organizers and have finalized the training agenda, training rotations, and event location. The Passenger Train Emergency Response training session will be cancelled because of issues with coordinating a passenger train. Concerns were express by the Tri-state planning committee about the small number of registration. However, the sub-committee is confident that the numbers will increase as we approach the training event date. Mr Paul would like to give a very special thanks to Mr. Dave Irwin, Mr. Joe Murabito, and Mr. George Giles for their efforts in coordinating the TRANSCAER Training Tour.
- 4<sup>th</sup> Annual DE HazMat Conference – Mr. Paul briefed that the 4<sup>th</sup> Annual Delaware Hazardous Material Conference was a huge success. The Conference was hosted by the 31st Civil Support Team (CST) at the Smyrna Readiness Center. The Friday night dinner was attended by over 120 people, and on Saturday well over 150 people received training during the 16 break sessions. The instructors included an FBI chemist who serves on the Bureau's Hazardous Materials Science Response Unit, the DSP Director of Explosive Ordnance Disposal (EOD), a Pennsylvania State Police Forensic Scientist, a Deputy Chief from the New York State Office of Fire Prevention and Control, Hazardous Materials/Homeland Security Bureau, the Dover Air Force Base Emergency Management team, and many more. Breakout session topics ranged from Chemical Suicide, Clandestine Drug Labs, Radiological EMS Response, and Refinery Incidents and Gas Station/Fuel Tanker Emergencies. Those attending represented all levels of responders, emergency managers, and instructors and included several attendees from neighboring states. Conference surveys were very positive and survey suggestions will be considered in planning next year's conference. Numerous vendors made monetary donations, and/or contributed gifts—that were used for door prizes, and participated in the conference by setting up booths. The Conference Planning Committee will have to find other funding sources for food, because the purchase of food is not an eligible HMEP activity.
- New Business – Following discussion, the next Planning and Training Committee meeting date has been changed to August 18, 2011, to de-conflict with a large scale exercise planned on the originally scheduled Committee meeting date.

Meeting Dates for 2011:

- P & T Committee: Aug 18 / Nov 17
- SERC: Sep 14 / Dec 14

The meeting was adjourned at approximately 9:55 a.m.

**Decon Trailer Committee** – Mr. Robert Newnam

The Committee met on June 1<sup>st</sup>, and 6 members were present. Co-Chair Robert Newnam called the meeting to order at 10:00 a.m. at Delaware State Fire School. Minutes of the previous meeting were approved (received).

Committee Reports:

DECON trailer equipment repairs – Kent County air locking couplings installed

DECON trailer equipment requests – None

County DECON Team Activity Reports

	<u>Responses</u>	<u>Training</u>	<u>Public</u>
New Castle County	No report submitted		
Kent	1 Cheswold	Normal	Standby Dover Downs
Sussex	No report submitted		

- WMD Funding – Discussion lead by Ellen Malenfant on the tracking of maintenance expenses. Ms. Malenfant will review the information with DEMA and develop a report that will indicate maintenance expenses, equipment replacement costs and project future expenses.
- Old Business:
- New Business:
  - Field DECON training completed for the Harrington Fire Company. The members will begin additional training with the Kent Count DECON team.
  - Reported damage to the trailer currently stored at Station 45. Repair costs should be handled by Fire Service. Once repairs are made the unit will be returned to the county for storage.
  - Team Leader will develop plan and present at the August 3 meeting for County DECON team operations. Attendees expressed concerns about limit future funding for equipment maintenance and upkeep. The SERC or other funding sources may need to be considered in the future.

The next Meeting will be, August 3, 2011 – 10:00 a.m., the Delaware State Fire School.

**Information and Technology Committee** – Mr. Steve Owens

The IT Committee met on June 7, 2011 at the Fire School with 7 people present.

- Steve Owens was introduced as the new Chair for the Committee. There was a general discussion on the focus of the Committee. A recommendation was made to refer to the write-up within the SERC Annual Report for an overview of Committee responsibilities.
- Emergency Release Notification Guidance – Through an effort led by New Castle County, a list of questions has been developed to be asked by 911 Centers when facilities call to report a hazmat emergency. In 2007, the SERC IT Committee had printed outreach items providing facilities with guidance on Emergency Release Notification procedures. The guidance materials were based on the various regulations, and included a list of the items required to be reported by facilities under the regulations when making notifications. The list of questions recently developed differs slightly from the items required under the regulatory requirements. Questions have been raised on whether the outreach materials should be updated and changed to address both sets of items. The key participants involved in developing the new list of questions were not in attendance, so no action was taken on this issue. It was decided that a subcommittee will be organized with the key players to discuss this issue and decide on a course of action.
- Emergency Planning Requirements for Facilities – Recently, questions have been raised concerning the legal requirements for development of emergency plans by facilities. A handout was presented as background information. The handout included a summary of the planning

requirements under EPCRA, and a list of various federal regulations which require facilities to develop and maintain emergency response plans. This list was part of the Federal “One Plan” guidance. It was noted that EPCRA does specifically require facilities to develop plans, but rather provide info to the LEPCs for development of the LEPC plans. There was a general discussion on the lack of consistency in emergency planning efforts among medium to small businesses. It was suggested that a standard emergency plan format could be developed and provided to those facilities needing help. It was also noted that these facility plans can be loaded into Tier II Manager. Due to the low attendance, this issue was also put on hold until a future meeting, and may also be addressed by the subcommittee to be organized under the item above.

#### Tier II Manager Issues and Updates:

- Plotting of Tier II facilities and updates to other GIS layers – Lat/Longs received from the counties for the Tier II facilities have been compiled into one statewide file. The Lat/long formats were standardized, and coordinates for those missing lat/longs were added. Computer support personnel in DNREC are working on creating the GIS layer from the lat/longs. If they encounter problems, we may need to use SERC IT Committee funds (we included \$2000 in the IT budget for unforeseen issues) to hire IDSI to complete the effort. In addition to loading the GIS layer for Tier II facilities, we need to update a number of the GIS layers within the system. We will be working on this process over the next several months. Will need to contact and coordinate with the new GIS person in the Department of Safety and Homeland Security.
- Tier II Manager, Planning for Rollout to Fire Departments – On hold until the GIS layer for Tier II facilities is added to Tier II Manager. When Fire Department reps access the system, they will only be able to view chemical inventory data for facilities within their specified district(s). This functionality is based on the GIS layer for the Tier II facilities, and the GIS layer for fire districts.
- IDSi is working on development of a new TIER II MANAGER .net edition in 2013. This will be written on the latest technology platform for .NET, ArcGIS Server, and other technologies. Essentially, the system is being re-developed using a new platform, to keep pace with technology. The actual product release is scheduled for the 3<sup>rd</sup> quarter of 2012. To allow ample time for our review of the new system as well as installation and testing, without impacting the 2012 reporting cycle in early 2013, we’re looking at installation during July/August of 2013 (assuming we decide to continue with the system).
- They are open to incorporating as many improvements and enhancements as possible. They are working on the system now, and would like our comments. Please send your comments concerning any changes and/or new features you’d like to see included in the new product to Bob Pritchett by close of business on June 14. The comments will be compiled into one list and forwarded to IDSI.
- The initial estimate for us to purchase the new release with our existing enhancements + data load is \$31,250. (Note - We will still need to pay our annual Maintenance Contract/license amount which will be credited toward the purchase of the new product.)
- As another option, they are introducing a new Premium Maintenance Program in which customers may get all new Releases and Support. This new program works like an installment plan and helps customers budget with a standard amount each year, rather than seeking funding to pay for any new release all at once. At the current pace of changes, they see this happening every 4-5 years. The Premium Technical Program delivers Help Desk Support + Major Release Upgrades for the full Enterprise Product (State and all Counties). Based on a preliminary analysis from IDSI, our total cost per year would be \$16,550/year, plus an additional \$1,750 to cover the annual MSDS system license.
- Initial analysis shows payment of upgrade as one lump sum would be less expensive than installment approach (plus it gives us the option to search for outside one-time funding sources), but will need to see final quotes from IDSI. Will need to address in our FY 2013 budget request next Spring. As an FYI, current annual maintenance/support costs for the Tier II Manager System and licenses for

associated MSDS on-line system are:

Tier II Mgr maintenance and support for State license	\$2,500
Tier II Mgr maintenance and support for 3 counties (3 at \$1,080 each)	\$3,240
Annual MSDS On-line license for State	\$1,000
Annual MSDS On-line license for 3 counties (3 at \$250 each)	\$750
Total cost	\$7,490

- Discussion of Tier II Manager vs. CAMEO vs. E-Plan – There was a general discussion on this topic. CAMEO continues to be a standalone version, for use on individual computers, which poses serious limitations. The chemical reference info in CAMEO known as RIDS is now available as an on-line reference system, and is accessible through Tier II Manager. Concerning plume dispersion modeling, anyone can download and use ALOHA. There are plans to address plume model scenarios within the next upgrade to Tier II Manager. Concerning E-plan, the system does not address all of our state specific requirements, the most notable of which is our fee system. In addition, all E-plan data resides on computers in Dallas, TX. Use of Tier II Manager is expanding, with additional states and regions buying into the system.

The next meeting will be scheduled in August.

## **LOCAL EMERGENCY PLANNING COMMITTEE REPORTS**

### **New Castle County** – Mr. David Irwin

- Meeting Notes – There have been two LEPC meetings since the last SERC meeting: The March 14, 2011 meeting was hosted by the Ashland-Hercules Research Center, 500 Hercules Road, Wilmington, DE 19808. Thirty-one individuals attended. Highlights: Reported that the SERC had approved the requested FY 2012 budget amount of \$93,716. Members unanimously approved the FY 2012 Budget, Work Plan and retention of Irwin and Murabito as LEPC staff. Updated the group on DEMA's progress to implement the inclement weather travel restriction waiver process. Discussed the upcoming 4<sup>th</sup> Annual HAZMAT Conference. Discussed the Delaware TRANSCAER event scheduled for June 22-23. A Delaware City Refinery start-up progress report was provided by PBF. Announced the launch of the NCCIHMR 10<sup>th</sup> Anniversary jacket drive. BASF discussed their recent HAZMAT drill. The May 9, 2011 meeting was hosted by CRODA (Atlas Point Plant), 315 Cherry Lane, New Castle, DE 19720, Twenty-nine individuals attended. Highlights: Tier II submission and fee collection report was provided by Kris Gontkovsky. Success of 4<sup>th</sup> Annual HAZMAT Conference was discussed. Updated the group on the status of the Delaware TRANSCAER event scheduled for June 22-23. A Delaware City Refinery start-up progress report was provided by PBF. NCCIHMR 10<sup>th</sup> Anniversary jacket drive update – to date donations received from Magellan, BASF and Kuhne. CRODA presented their First Responder Site Plan. An overview of the HAZMAT Suit Emergencies training program and findings was conducted by Bruce Galloway.
- Facility Visits – Conducted 3 site visits, finished evaluation of all sites listed on Tier II report obtained from DNREC for any missed sites requiring site visits. Reviewed Tier II submissions reports sent to LEPC.
- HazMat Plan Status – No Report
- Exercise Status – Executed an HMEP Grant funded Claymont Fire Company hosted intrastate (Claymont, DE /Marcus Hook, PA) transportation based Functional Tabletop Exercise on June 4, 2011
- HazMat Incidents – No incidents since the last SERC meeting required activation of NCCIHMR.
- Comments – Outreach Initiatives: Participated in a NCC Police sponsored Community Event, Completed distribution of 17,000 Emergency Preparedness Guidelines to Christiana School District, Participated in a total of nine industry sponsored Community Advisory Council meetings.

Attended Delaware City CAER meeting, Attended Christiana Medical Reserve Corps meeting, Presented NCCIHMRRA presentation at the DuPont U.S. Emergency Response Team Leaders meeting and the Dow CAC meeting, Conducted HAZMAT/Shelter-in-Place training for NCC OEM sponsored CERT class.

Additional Staff Activities: Participated in set-up and execution of 4<sup>th</sup> Annual HAZMAT preconference dinner and conference., Attended National Association of SARA Title III Program Officials (NASTTPO) 2011 Conference and Training meeting., Joined NASTTPO, Participated in EPA sponsored Regional TRANSCAER Planning meeting, Participated in the DEMA led planning sessions for the June 22-23, 2011 TRANSCAER Training Tour, Sponsored two NCCIHMRRA training sessions (Level A Suit Emergencies) at the Delaware State Fire School, Achieved Homeland Security CVI (Chemical-terrorism Vulnerability Information) certification, Successfully completed US Coast Guard, MARAD 15 hour Maritime Security for Military, First Responders, and Law Enforcement Personnel course sponsored by the Delaware Department of Safety and Homeland Security, Participated in SERC P&T Committee meeting, Attended Kent County LEPC meeting, Attended Sussex County LEPC meeting, Attended Wilmington LEPC meeting, Completed nine facility release reports, Worked with Linde, Magellan and Del Tech representatives to coordinate/develop TRANSCAER training modules, Served as a technical resource to two area organizations, Communicated DEMA's Inclement Weather waiver process and website information to LEPC members.

The next LEPC meeting will be July 11, 2011 at the BASF Newport Plant at 2:30 p.m.

#### **City of Wilmington** – Mr. George Giles

- Meeting Notes: – LEPC FY2011 budget in completion stages. FY2011 submitted and approved. Please let us know if your establishment needs outreach or training. It was noted that there is a heightened level of awareness with 1<sup>st</sup> responders, business, and citizens due to recent Military actions. Several suspicious packages have been reported but all have been negative.
- Facility Visits – EHS (Completed for this cycle), DeEASI and the Wilmington Fire Department met in March to go over reports of what their visits noted. The WFD was appreciative and they will also continue to report anything that they notice when they do their annual visits.
- HazMat Plan Status – not reported
- Exercise Status – Will continue to work with Noramco and the Port of Wilmington on their drills and exercises. HazMat Training – The WFD continues training with the Magellan Ethanol Terminal at the Port of Wilmington classroom and onsite training to be better equipped to be efficient if an incident should occur. Director Giles reported that there are 64 hazmat techs in Wilmington that we will provide update training for by the end of the summer. Will participate in the TRANSCAER Anhydrous ammonia tour and offer training to anyone interested. Citrosuco has become partners in the LEPC so we will also discuss training with their company also.
- HazMat Incidents – Several suspicious packages all negative.
- Comment: Planning & Outreach – Continue teaching an all hazards approach to citizens, community groups, business groups and our City employees. Prepared CO tips for the citizens for announcements on the City website and our TV and radio stations. Still doing presentations on evacuation and sheltering in place. Co-sponsor All Hazards Night at the Blue Rocks, Partnered with the Blue Rocks to have All Hazards Safety Messages at every game both electronic and vocal. Have placed large billboard at the Frawley Stadium on “Have a kit, Have a plan”. Hazardous substance and hazardous material plan – The City of Wilmington plan was updated and reprinted in September/2009. Continuous monitoring and updates are noted.

The next meeting will be July 8, 2011, 10:00 a.m. at the 22 S. Heald Street Emergency Operation Center.

**Kent County** – Mr. Dave Mick

- Meeting Notes – There have been two LEPC meeting since the last SERC meeting. The May 10<sup>th</sup> meeting was called to order by Dave Mick at 10:00 a.m. There were 18 members in attendance. All attendees introduced themselves. The minutes of the March meeting were approved. Current Issues: Dave Mick – Decon – Activation in Cheswold. Train came through and a Citizen noticed odor of Chlorine. It was stopped and checked out and no malfunctions were found. NASCAR week with normal preparations occurring. Field DECON units seeing little activity therefore they are being recalled and not replenishing stock. Two of the three trailers are located at Little Creek Fire Department. Technical Rescue Team – Statewide Trench Rescue weekend. Two days training with all three counties represented. Water table was high so it was a little messy. There was about 40-50 folks there. Kris Gontkowsky – Tier II Reporting – Funds – \$266,580 collected so far this year from 2010 Tier II reports. Reporting – 1,819 facilities have submitted their 2010 reports., Nine faculties have initiated, but have not completed their reports. One hundred fifty three facilities have not started the reporting process. Steps Forward – Work on reviewing received submittals for data quality/compliance issues. Follow up with facilities as needed. Subsequent system emails sent to all active facilities that have not completed their 2010 report. This phase completed. Moved to Phone calls to facilities with delinquent reports/fees. Time consuming, but in light of II.C. no other way to contact facilities. Art Paul – SERC – Last meeting was March 9<sup>th</sup>. The three committees as well as the LEPC's gave their reports. IT committee has selected chair person. Budget was approved. DENS – Upgrade being completed. It is now a web base system. GIS person has joined the department so he has been updating maps, etc. Current contract expires in October/November of this year and comes with two one year options to extend. Training and testing will begin soon.
- Facility Visits – No visits have been conducted so far this year. Will conduct three visits (Burriss, Paris, and Schwans) in the second quarter. After these are completed then we will be getting into the three year cycle and will begin revisiting facilities. Should complete about ten visits by the end of the year. 2012 will be a full year because there will be a lot of three year visits needing done. 2012 should be between 15-18 visits conducted.
- HazMat Plan Status – Not Reported
- Exercise Status – Not Reported
- HazMat Incidents – Not Reported
- Comments: Dave Mick – Outreach Incentives – Had a Facility and First Responder dinner meeting. Can no longer spend funds to buy food so looking at trying to find a different approach. Art Paul – Hazardous Materials Preparedness Fund money comes from trucking industry. Three years ago there was an increase in funds. Now they are scrutinizing the use of the funds. They have to relate to direct transportation of chemicals. Hope to have a more definitive list of what the monies can be used for. Planning and training monies cannot be used for food.  
Dave Mick – FY10 Budget – Submitted updated reports. No issues reported.  
Charles Stevenson – Sussex County LEPC – Nothing new to report. Next meeting Thursday at 10:00 with presentation by Marilyn O'Neal. Joe Murabito – New Castle County LEPC – Last meeting held on May 9<sup>th</sup> with very good presentations provided. Emergency Driving Regulations was a big topic. Will be reevaluating facilities to make sure all have been visited. Norfolk Southern and E.I. DuPont are holding classes at the NS yards in Harrington Delaware on June 6 & 7. Course subjects include: Responding to a Railroad related hazardous material incident, Rail shipping papers, Rail car markings, General Service, and Pressure Tank Cars. Next meeting will be July 11, 2011. Dave Mick – Exercise Program – Table Top Exercise in Harrington about rail car incidents will be held May 24<sup>th</sup>. Joint collapse exercise taking place in New Castle County later this year. More information to follow at a later meeting. Art Paul – 2010 Statewide Hazmat Conference – Went well. Over 100 people attended for the dinner. There were 15-16 breakout

sessions. A lot of good activities provided. New Business – Art Paul – Transcaer - Transportation Community Awareness and Emergency Response - will be having a training tour on June 22 & 23 at Transflo in Wilmington Delaware. This is a free classroom and hands-on training that will feature safety training, rail cars and bulk trucks. An exhibit area will also be featured. This is open to everyone and will be good for First Responders. Barbara Shufelt – Red Cross – Deployed people to help in the south with the tornadoes/spring floods. Getting requests for additional help needed. Will give updates at the next meeting.

The next LEPC meeting is scheduled for Tuesday, July 12, 2011, 10:00 a.m. at the Kent County Emergency Services Building.

### **Sussex County** – Mr. Charles Stevenson

- Meeting Notes – There have been two LEPC meetings since the last SERC meeting.
  - March 10<sup>th</sup> Meeting-There was 25 members/guests in attendance. Topics covered: Kristoffer Gontovsky from DNREC-EPCRA read a written report; EPCRA Reporting Program Update – March 7, 2011. Eric Huovinen reported no activations on the Sussex County DECON trailer. Art Paul from DEMA provided a report: 4<sup>th</sup> Annual Delaware Hazardous Material Conference – The conference dates will be on Friday, April 1, 2011 and Saturday, April 2<sup>nd</sup>, 2011. The conference will be held at the Smyrna Readiness Center. The deadline to register is March 18, 2011. SERC Meeting – The last SERC meeting was held on Wednesday, March 9, 2011 at DSFS-Dover. HMEP Grant-The quarterly activity report is due. Dave Mick, Co-Chairman of the Decon Trailer User’s group and Tim Cooper, the Sussex County representative for the group, gave a joint report. They reported that the group is still working on a solution to relocate a Field Decon Unit to the Lewes Fire Company
  - Presentations: Jim Smith, Senior Public Affairs Manager for Delmarva Power, provided a presentation of the company’s emergency response capabilities, as well as upcoming regional infrastructure upgrades.
  - May 12<sup>th</sup> Meeting-There was 20 members/guests in attendance. Topics covered: Kristoffer Gontovsky from DNREC-EPCRA read a written report. EPCRA Reporting Program Update –May 9, 2011. Art Paul from DEMA provided a report: 4<sup>th</sup> Annual Delaware Hazardous Material Conference – The conference dates was held on Friday, April 1, 2011 and Saturday, April 2<sup>nd</sup>, 2011. It was deemed a great success. Approximately 120 people attended the Friday night dinner/team building exercise, with around 150 people attending the training sessions on Saturday. Planning meetings for next year’s conference will begin soon. SERC Meeting – The last SERC meeting was held on Wednesday, March 9, 2011 at DSFS-Dover. HMEP Grant-The LEPC’s will turn in their grant requests for FY 2012 by June 1, 2011. Presentations: Marilyn O’Neal, Environmental Manager for Perdue, provided a review of the Delaware River and Bay Oil Spill Advisory Committee’s final report.
- Facility Visits – There have been no facility visits since the last SERC meeting. The LEPC Chairman is developing the plans for visits for next year.
- HazMat Plan Status – The process for the yearly review of the Sussex County HAZMAT Response Plan has been completed
- Exercise Status – The LEPC Chairman is still organizing a progressive training exercise at the Georgetown Perdue plant.
- HazMat Incidents – In the first quarter of 2011, there were 15 incidents reported.
- Comments: Other LEPC activities include: Attended the Kent County LEPC meeting on May 10, 2011. Attended the NCC County LEPC meetings on March 14, 2011 and May 9, 2011. Attended the DECON User’s Group Committee meetings on April 6, 2011 and June 1, 2011. Attended the SERC Planning & Training meeting on May 26, 2011. Attended the SERC IT Committee meeting on May 7, 2011.

The next Sussex County LEPC meeting is scheduled for July 14, 2011 at 10:00 a.m. at the Sussex County EOC.

**DNREC REPORT** – Ms. Ellen Malenfant

DNREC Emergency Response Team (ERT) responded to 76 incidents in the 1st quarter of 2011. This is compared to 61 responses in the 4th quarter of 2010. The largest number of responses this quarter was to transportation incidents with 19 responses. Of the 19 transportation incidents, 17 involved only the fuel and fluids from the vehicle fuel systems, 1 involved a leaking 55 gallon drum of methacrylate in a box trailer parked at a facility warehouse, and 1 involved a leaking non-PCB transformer on a flat bed trailer. The second highest number of responses this quarter was to residential heating fuel spills with 14 incidents reported. The third highest number of responses this quarter was to reports of abandoned drums and containers.

DNREC ERT Activities: On March 17, Emergency Response Team members met with the Fire and Safety managers of the Delaware City Refinery (DCR) to discuss the DCR emergency response plan, oil spill responses from the water side, offsite migration, and DCR's plan for emergency services and response in preparation for the refinery startup.

DNREC ERT Responses of Note: On January 13, 2011 DNREC responded to a leaking drum of methyl methacrylate in a tractor trailer located at the L D Caulk warehouse in Milford. DNREC ERT worked with the facility team to over-pack the leaking drum. The release was confined to the rear of the trailer; no product escaped the trailer to impact adjacent soils or groundwater.

On February 6, 2011, DNREC responded to an ammonia release at Citrosuco at the Port of Wilmington. Ammonia was venting from a pipe on the roof. DNREC and City of Wilmington Fire prepared for a Level A entry. As a result, DNREC requested New Castle County DECON assistance. In the meantime, the ammonia venting appeared to stop and the responders learned from facility staff that the facility had electronic monitoring available within the front office. Monitoring over the next four hours saw ammonia levels drop below the entry team's "chip" detection level and the Level A entry was cancelled. Later, DNREC, City of Wilmington Fire, Wilmington office of emergency management and US EPA toured the facility to validate that the incident was over and to investigate the cause of the release. DNREC's Accidental Release Prevention (ARP) program was advised that the cause was from a blocked valve most likely from ice which caused the condenser to run dry and the ammonia to overheat. The facility is working with the ARP program to make improvements on the system.

On March 26, 2011 DNREC responded to and found a chemical laboratory in a home north of Wilmington. Talleyville Fire Company, DECON units from Elsmere Fire Company and Five Points Fire Company, New Castle County Police Department, Delaware State Fire School, DNREC and US EPA were involved in the initial response. DNREC distributed fact sheets to the neighbors and local elected officials on three occasions during the emergency removal to keep them apprised of the situation. After completing the safe removal of all the chemicals, the US EPA, along with the Division of Public Health, New Castle County Code Enforcement and DNREC determined that the home was safe for the homeowner to be allowed back into the home. DNREC ERT, US EPA and EPA's contractors were at the residence for approximately three weeks completing the removal activities and assessment of the chemicals found there. The emergency removal activities were funded by US EPA.

**OLD BUSINESS** – None

**NEW BUSINESS:**

1. The SERC Annual Report closes June 30<sup>th</sup> and Mr. Paul needs LEPC and Standing Committee reports by July 30<sup>th</sup> to allow time to complete the final draft for presentation/approval at the

September meeting. Please review last year's report and provide updates as required. Ideas for the annual report are always welcomed.

2. Ms Marjorie Crofts, SERC Vice-chair, briefed on two DNREC related Bills before the General Assembly. 1). Senate Bill 103 changes the name of the Division of Waste Management to the Division of Waste and Hazardous Substances; in addition to re-designation the Division of Boiler Safety as a Program within the newly named Division. 2). House Bill 163 was an amendment to the Delaware Hazardous Substance Cleanup Act and eliminates the provisions of the Act. A motion was made and approved that the SERC should send a letter supporting the amendment to HB 163. (Mr. Paul drafted a letter of support which was signed by Secretary Schiliro and sent to the legislators. Both acts past the General Assembly. )

PRESENTATION – Kurt Reuther, Delaware Homeland Security Advisor gave a presentation on Homeland Security “Yesterday, Today, and Tomorrow.”

CLOSING COMMENTS – The next meeting will be changed from the originally scheduled date to Wednesday September 21, 2011, to de-conflict with the DE Volunteer Fireman's Association Conference. The meeting was adjourned at approximately 10:35 a.m.