



Local Emergency Planning Committee
For New Castle County
P.O. Box 2998
Wilmington, DE 19805-0998
Phone (302) 395-3633
Fax (302) 323-4573
David Irwin, Chairman
Tom Kovach, Vice Chairman
Jacob Morente, Vice Chairman

Meeting Minutes
January 11, 2016

Host: DuPont Stine Haskell Research Center

Meeting Location: Delaware State Fire School – New Castle Branch 2311 MacArthur Drive, New Castle, DE 19702

The January 11, 2016 meeting of the LEPC for New Castle County was held on the above noted date and place.

SERC Approved LEPC Member Attendees (23):

| | |
|---|---------------------------------------|
| David Anderson – Community Rep. | Wayne Hopkins -DuPont |
| Jeff Backus – DuPont | David Irwin – Chairman, LEPC for NCC |
| Bob Barrish – Community Rep. | William Kelly – Sunoco Logistics |
| Avery Dalton – DEMA | Ming Lau – Del. DPH |
| Bill Davis – DNREC | Joe Leonetti – St Francis/DECON |
| Russ Davis – Honeywell | Mark Logemann – NCC EMS |
| Ron Dietrick - DCRC | Mark Lucy - Miller Environmental |
| Mark Dolan – DNREC/NCCIHMRA | Bill McCracken – Public |
| Dave Ennis – Past Chairman | Jake Morente –Vice-chairman, LEPC NCC |
| Robert Fox – DSFMO | Al Stein - Citizen |
| Babak Golgolab –Community Rep. /DRBA | Charles Stevenson – Sussex LEPC |
| Mark Hanson – DuPont Experimental Station | |

A quorum (18) was present

Other Attendees:

| | |
|--------------------------------|---------------------------------------|
| Ken Cenci – DNREC | Sharon Jefferson – American Red Cross |
| Tara Chambers – DNREC | Laszlo Keszler – DPL – Gas Safety |
| Beverley Davis - Formosa | Jeff Miller – NCC 911 |
| Steve Davis – DEARNG CST | Philip Reynolds |
| Michael Doss – Printpack | Robert Roop - GES |
| Marc Evans – DNG CST | Jonathon Taylor - Magellan |
| George Giles – Wilmington LEPC | Dan Whitmarsh - Magellan |
| Heather Hudson - Del DPH | |

Call to Order: The meeting was called to order at 2:32 PM by Chairman Irwin. He welcomed everyone to the meeting and thanked Jeff Backus of DuPont Stine Haskell Research Center for hosting the meeting.

1. **Welcome:**

Jeff Backus, Stine Haskell Fire Chief / SHE Consultant discussed the DowDuPont merger.

2. **Introductions:**

Round of introductions of was conducted.

3. **Approval of the Agenda:**

Chairman Irwin requested a motion to approve the agenda. A motion to accept the agenda was made by Jake Morente and seconded by Mark Lucy. There was no discussion on the motion. Motion was passed unanimously.

4. **Meeting Minutes Approval:**

Chairman Irwin requested a motion to approve the November 9th, 2015 meeting minutes. A motion to approve the minutes as written was made by Mark Dolan and seconded by Babak Golgolab. There was no discussion on the motion. Motion was passed unanimously.

5. **Committee Reports:**

a. **Finance:**

Chairman Irwin reported expenditures since the last meeting were:

| | |
|--|--------------------|
| 1. NCCIHMRA Annual Planning & Training Meeting | \$ 1,500.00 |
| 2. NCCIHMRA Recognition Plaques | \$ 184.00 |
| 3. NCCIHMRA new member background check | \$ 52.50 |
| 4. <u>LEPC staff service fees were</u> | <u>\$13,333.34</u> |
| TOTAL EXPENSES | \$15,069.84 |

Budget balance as of January 1, 2016 is \$45,224.69.

b. **I. T. Committee:**

Committee Chairman Bill McCracken reported that the SERC – Information & Technology Committee has been pursuing the following action items since the previous SERC meeting on 9/9/15:

- On September 30th published advertisements in the News Journal and the Delaware State News as required per Federal EPCRA statute “Section 11044: Public availability of plans, data sheets, forms, and follow up notices”.
- Beginning in October, issued a survey to emergency planners & responders across the State that will be used to select and implement enhancements to the State’s web-based hazardous material database (Tier II Manager). Survey results are currently being collected with analysis expected by year’s end.

c. **DECON:**

Committee Chairman Joe Leonetti provided the following report:

The Hazmat /Decon Team responded to the following since November 9, 2015

1. Rt. 7 at the Conrail RR – Leaking railcar , unfounded – 9/15/2015

Because of the holidays no training or demonstrations were conducted.

The Hazmat/Decon Team will be presenting a power point presentation to the New Castle County Fire Chiefs at the February meeting. This presentation will outline the history, make-up, funding, capabilities, partnerships and assets of the Hazmat/Decon Team.

Report to the LEPC September 14, 2015

The Hazmat /Decon Team responded to the following since September 14, 2015

1. 33 Darley Road Claymont – 9/30/15 – Chemical inhalation by a child – Fire Dept. handled.
2. NCC Public Safety building – 10/10/15 – Odor in building – batteries overheated.
1. 900 Summerset Drive, Christiana – 10/10/15 – White powdery substance with exposure
2. DSFS Dover – 10/10/15 – Hazmat Response Skills training
3. 101 Lewisville Road, Elkton, MD – 10/16/15 – Leaking transformer
4. Concord Pike and Righter PKY – 10/16/15 – 55 gallon drum leaking purple liquid
5. 200 Powder Mill Road – 10/16/15 – worker splashed with Hydrogen sulfide
6. DSFS Dover – 10/17/2015 – Hazmat Response Skills training
7. #4 Quigley Blvd, Airport Industrial Park – 9/4/15 – odor in building

d. Training - NCCIHMRRA:

Committee Chairman Mark Dolan reported that the New Castle County Industrial Hazardous Materials Response Alliance Training Committee did not conduct any training sessions between the November 9th, 2015 and the January 11th, 2016 LEPC for NCC meetings. The Training Committee has drafted the preliminary 2016 NCCIHMRRA Training Schedule with thirty-one (31) hours of training as follows:

- (1) Annual Respirator Fit Testing (Draeger SCBA) conducted by DSFS at Elsmere Fire Station 16 on Tuesday, February 23rd & repeated Thursday, February 25th, 4:30 pm to 8:30 pm.
- (2) Training Session I: DSP-DIAC Terrorism Liaison Officer Detective Tim Kerstetter and DSP EOD Commander Sergeant Chris Ennis present “Emerging Threat Stream and Trends” and “IED/HME Awareness” training conducted at Elsmere Fire Station 16 on Tuesday, February 23rd and repeated Thursday, February 25th, 5:00 pm to 9:00 pm. (4 hrs.)
- (3) Training Session II: Ninth Annual State of Delaware Emergency Response Hazardous Materials Training Workshop conducted at Delaware State Fire School Dover on Friday April 1st and Saturday April 2nd, 8:00 am to 5:00 pm. (8 hrs.)
- (4) Training Session III: Safety Systems & HazMat 1 Rapid Response Training (Mr. Ron Gore, who presented at the 2015 Delaware Hazmat Workshop) to conduct MC331 tank trailer training on Friday, April 29th and repeated Saturday, April 30th, 8:00 am to 4:00 pm, probably at Delaware State Fire School New Castle Division. (8 hrs.)
- (5) Training Session IV: Safe Transportation Training Specialists (Mr. Dave Wolfe) for a modified 8-hour version of their tank truck emergency response workshop with training prop replicas and

offer it on Friday, September 23rd and repeated Saturday, September 24th, 8:00 am to 4:00 pm, probably at Elsmere Fire Station 16. (8 hrs.)

(6) Training Session V: NCCIHMRA Instructors present a “Level A CPC In-Suit Emergencies” class and “Level A CPC Obstacle Course” training conducted at DuPont Chestnut Run tentatively on Tuesday, October 11th and repeated Thursday, October 13th, 5:30 pm to 8:30 pm. (3 hrs.)

(7) Fifteenth Annual NCCIHMRA Planning and Training Meeting held at Elsmere Fire Station 16 on Wednesday, November 2nd, from 5:30 pm to 9:00 pm.

e. Transportation Committee:

Committee Chairman Al Stein reported:

The transportation law signed on December 4th does the following:

- Bars DOT 111 tank cars from transporting unrefined petroleum products beginning March 1, 2018. Tank cars not containing heat-resistant thermal jackets to be phased out two months earlier. This eliminates a loophole in the law that allowed DOT111 to continue carrying crude oil if they were not part of a train with at least 35 tank cars or a segment of 20 consecutive tank cars.
- Codifies the emergency order that freight railroads provide real Time Data to states on flammable liquid shipments.
- Allows states and localities to obtain inspection reports on privately owned railroad bridges filed by freight railroads with the Federal railroad administration.
- Extends PTC deadline until the end of 2020.

The Federal Motor Carrier Safety Administration released a final rule that commercial truck and bus drivers must electronically record their behind the wheel.

Amtrak announced that 500 miles of their Boston to Washington D.C. is under the control of the PTC system. The New York to Washington route is complete. Tracks north of New York owned by Metro North is not. The rest of the route to Boston is.

6. Tier II Reports:

Bill Davis DNREC EPCRA Reporting Program reported:

- a. 2016 is the 30th Anniversary of EPCRA (10/17/86 signed by President Reagan)
 - (1) Collecting ideas to mark the significance of the event
 - (2) More details/reflections throughout the year

- b. Their office has moved to Penny Lane (temporarily until other arrangements made)
 - (1) Same phone numbers, different fax
 - (2) New address for correspondence and fee checks from facilities
 - (3) Expected to move again

- c. 2015 reporting year is open
 - (1) 312 reporting due by March 1st
 - (2) Training workshops in each County through January
 - (3) LEPCs can flag suspected non-reporters; deliver invitation e-mail/paper copy, or pass them on to DNREC

- d. Tier II Manager version 5.1.9 (same as last year)
 - (1) Version 5.2.x upgrade implementation expected after 3/1/16

- e. Comments regarding proposed EPA hazardous waste amendments submitted by DNREC/WHS
 - (1) Posted on Federal Register website
 - (2) Extensive comments beyond scope of EPA hazardous waste proposal
 - (3) Upcoming briefing by DNREC/WHS to SERC/LEPCs

7. SERC/DEMA Activities:

Avery Dalton, Planner reported –

HMEP Grant:

This year's HMEP grant total is \$111,673.00. The new grant started on October 1st.

The Kent County and New Castle County LEPC staff attended the Hazardous Materials Regional Conference at Valley Forge PA in October.

Pipeline Hazardous Materials Safety Administrative (PHMSA) has approved the Wilmington LEPC's purchase of the BullEx Gas Monitoring simulation equipment. The equipment cost is approximately \$5,000.00 dollars.

Budget requests were emailed to all of the grant sub-recipients on January 4th. LEPC budget requests for HMEP grant money are due by February 1st.

DEMA Reporting:

Holiday time period, nothing to report.

SERC 12/9/15 Quarterly Meeting:

1. The EPCRA program presented proposed regulatory changes. EPCRA will continue its review of the changes and will likely provide comments back from the state.

2. Office of Safety and Homeland Security - Secretary James N. Mosley, was introduced.

8. Staff Reports:

JAKE MORENTE – SERC & Tier II

11/5/2015 Reminded Fire Chief's to complete their first responder surveys
11/11/2015 Sent each County Fire Chief an individual email with survey
11/16/2015 Follow-up email to Fire Chief's if I haven't received their completed surveys
11/19/2015 Began collecting surveys and made individual phone calls to Chiefs asking to send theirs in.
12/1/2015 Tallied DNREC's Tier II Manager first responder surveys and sent results survey to SERC IT Sub-Committee Chairman Giles
12/9/2015 IT sub-committee meeting prior to SERC Meeting (Dover)
12/9/2015 Attended SERC Meeting (Dover)

Site Assessments & Plan Reviews: (1 Completed) - Report Completed and emailed

11/23/2015 Artesian Water Company (Newark) – 3 Recommendations/Suggestions
Follow-up email sent on 12/3/15, follow-up phone call on Tuesday 12/15/15.

1/7/2015 Email with Artesian Water Co. regarding follow-up site visit

Fire Service Liaison:

11/20/2015 Discussed DNREC's EPCRA's 311/312 Compliance with NCC Fire Service Reps
1/7/2016 Attended NCC Fire Chief's meeting at Port Penn Fire Co.

NCCIHMRA & Training:

12/9/2015 Participated in Hazmat Workshop Planning Meeting #5 at Mill Creek Fire Company

DAVID IRWIN –

SERC Activities:

- Participated in the December 9th SERC meeting.
- Obtained SERC approval for LEPC for NCC FY 2016 Membership List.
- Presented the "Railroad Tank Car Hazardous Materials Training Exercise" video at the December 9th SERC meeting.
- Met with DEMA Director Schall to provide overview of LEPC for NCC
- Chaired the 9th Annual HazMat Workshop Planning Committee meeting #5 hosted by Mill Creek Fire Company (11/10).
- Prepared and submitted in a timely manner the LEPC Quarterly Performance Report.

Emergency Response Plan Reviews and Facility Visits:

- No activity this period.

Exercise Status:

- No activity this period.

NCCIHMRA:

- In accordance with HMEP Grant & DEMA requirements submitted to DEMA Safe Transportation Training Specialists (STTS) proposal to conduct an 8-hour “Cargo Tank Emergency Response Workshop” on Friday, September 23rd and repeat it on Saturday, September 24th, 2016.
- In accordance with HMEP Grant & DEMA requirements submitted to DEMA Safety Systems proposal to conduct “MC 331 Tank Truck Emergency” training on April 29th & 30th, 2016

Outreach Initiatives:

- Represented LEPC at five CAP meetings, the Delaware City Refining (11/10, 12/8), Croda (12/2), Dow (12/4) and FMC (11/12).
- Represented the LEPC and State at the TRANSCAER® National Task Group meeting (12/3).
- Represented LEPC at the New Castle County Council Public Safety Committee meeting (12/8)
- Presented the “Railroad Tank Car Hazardous Materials Training Exercise” video at the Kent (11/10), Sussex (11/12) and Wilmington (11/13) LEPC meetings.
- Presented the “Railroad Tank Car Hazardous Materials Training Exercise” video at the FMC CAP meeting ((11/12).

Additional Activities:

- Worked with the “Railroad Tank Car Hazardous Materials Training Exercise” videographer to identify and correct the defective buffeting algorithm.
- Worked with Chlorine Institute Vice President Henry Ward to develop program content for 2016 HazMat Workshop.
- Worked with Tim Gablehouse, NASTTPO Government Relations Director to obtain a copy of NASTTPO’s position letter regarding EPA RCRA generator emergency planning proposed rules for DNREC personnel.
- Worked with several Workshop committee members to finalize speaker commitment to 2016 Workshop.
- Contacted numerous 2016 HazMat Workshop presenters to obtain session descriptions and presenter bios in preparation for the January registration launch date..
- *Worked with New Castle County Department of Public Safety Chief Lawrence E. Tan, Esq., NRP, Emergency Medical Services Division, to appoint a paramedic as a voting member on the LEPC..*
- Produced and published the November 9, 2015 LEPC meeting minutes.
- Produced and published the December 9, 2015 9th Annual HazMat Training Workshop Planning Committee meeting minutes.
- Documented two reportable release reports in accordance with EPA regulations.

9. Old Business:

9th Annual HazMat Training Workshop – Chairman Irwin reported:

- Dates: Friday, April 1st & 2nd, 2016
- Hosted by Delaware State Fire School (DSFS) – Dover Location
- All Sessions including the Team Building Dinner are free
- Open to all 1st responders, HazMat & Decon Teams, Industrial HazMat Teams, EMS & Law Enforcement personnel in Delaware, Maryland, Pennsylvania and New Jersey
- DSFS will award 8 hours of HazMat CEU's for each day
- To attract Friday's session attendees to stay around to attend the Team Building Dinner in addition to having the exhibition area open we have scheduled a special session from 4:45 pm – 5:45 pm titled "Global HazMat Learnings" presented by ED Hawthorne, Global Emergency Response Discipline Lead for Shell Oil Company. This workshop will be a review of major hazardous material incidents and different types of response systems across the globe including the tragic West Texas Ammonium Nitrate explosion with information from the State of Texas Fire Marshal.
- Friday – Lunch is on your own, dinner is free
- Saturday- Breakfast and lunch will be provided
- Registration will be launched very soon

10. New Business:

- a. Renewal of LEPC staff agreements: Steering Committee Chairman Golgolab asked Chairman Irwin and Vice-chairman Morente to leave the room. Discussion took place.
 - a. After discussion the LEPC voting members voted by a show of hands to renew the staff agreement with Chairman Irwin for FY 2017.
 - b. Chairman Golgolab informed the group that since Jake Morente does not report directly to the LEPC that his contract was with the State Office of Safety and Homeland Security and as such his performance and renewal of the contract should be performed at the state level. He informed the group he would contact DEMA Director Schall for guidance.
- b. Chairman Irwin and Vice-chairman Morente were requested to return to the room and informed by Steering Committee Chairman Golgolab that Chairman Irwin's agreement was renewed for FY 2017. In regard to Vice-chairman Morente Chairman Golgolab informed him that since he does not report directly to the LEPC he would contact DEMA Director Schall to determine the process and the LEPC's role in measuring his performance and renewal of his contract for FY 2017.
- c. FY 2017 Budget approval: Chairman Irwin discussed the budget submission to the SERC with a flat (no increase) budget of \$87,591. Motion to accept the budget made by Babak Golgolab, seconded by Joe Leonetti. No further discussion on the motion. Motion was unanimously adopted.
- d. FY 2017 Work Plan approval: Chairman Irwin discussed the proposed FY 2017 Work Plan. Motion to accept the FY2017 Work Plan made by Bob Barrish, seconded by Dave Ennis. No further discussion on the motion. Motion was unanimously adopted.
- e. LEPC Reports: Sussex LEPC Chairman reported that the next Sussex LEPC meeting is scheduled for Thursday, 1/14.

11. Any Other Business:

Chairman Irwin mentioned the notice sent out by NCC OEM regarding the Salem/Hope Creek Nuclear Generating Stations Alert and Notification Test to be conducted Tuesday, January 12th between 10:30 – 11:30 AM.

12. Adjourn:

Motion to adjourn made by Russ Davis, 2nd by Joe Leonetti. Meeting adjourned at 3:45 PM.

Next Meeting: Monday, March 14, 2016, at 2:30 PM

**Location: Delaware State Fire School
New Castle Location
2311 MacArthur Drive
New Castle, DE 19720**

Host: Miller Environmental Group

Prepared and submitted by Chairman David Irwin on February 4, 2016