



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

## Meeting Minutes

July 11, 2016

**Host:** DuPont Experimental Station

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

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

### **SERC Approved LEPC Member Attendees (20):**

David Anderson – Community Rep.

Jeff Backus - DuPont

Kim Bennett – Formosa Plastics

Joe Cochran – NCC OEM

Bill Davis - DNREC

Ron Dietrick - DCRC

Mark Dolan – DNREC/NCCIHMRMRA

Dave Ennis – Past Chairman

Robert Fox – State Fire Marshall

Mark Hanson - DuPont

David Irwin – Chairman, LEPC for NCC

William Kelly – Sunoco Logistics

Joe Leonetti – Saint Francis Healthcare

Mark Logemann – NCC EMS

Bill McCracken – Public

Beth Neumane – Rogers Corporation

Joe Rubin – WSFS

Al Stein - Citizen

Charles Stevenson – Sussex LEPC

John Verdi - BASF

A quorum (18) was present.

### **Other Attendees:**

Rob Armstrong – Miller Environmental

Ken Cenci – DNREC

Tara Chambers - DNREC

Heather Hudson - Del DPH

Steve Lopresti – Lewis Environmental

Edwin Shively - Hologic

Dave Zualc - Hologic

**Call to Order:** The meeting was called to order at 2:33 PM by Chairman Irwin. He welcomed everyone to the meeting and thanked Chief Mark Hanson of the DuPont Experimental Station for hosting the meeting. Chief Hanson welcomed the group to the meeting. An introduction of attendees was then conducted.

1. **Approval of the Agenda:**

Chairman Irwin requested a motion to approve the agenda. A motion to accept the agenda was made by Al Stein and seconded by Beth Neumane. Motion was passed unanimously.

2. **Meeting Minutes Approval:**

Chairman Irwin requested a motion to approve the draft May 9, 2016 meeting minutes. Training Committee Chairman Mark Dolan noted that the minutes incorrectly stated the time for the MC 331 NCCIHMRA training, draft stated "April 29<sup>th</sup> 5:30-8:30 & Saturday, April 30<sup>th</sup> 8:00-4:00". It should read "Friday, April 29<sup>th</sup> and repeated Saturday, April 30<sup>th</sup> 8:00 am - 4:00 pm". A motion to approve the minutes with the above noted change was made by Beth Neumane and seconded by Joe Leonetti. Motion was passed unanimously.

3. **Committee Reports:**

a. **Finance:**

Chairman Irwin reported expenditures since the May 9<sup>th</sup> LEPC meeting were:

NCCIHMRA Training Support =	\$ 488.04
<u>Staff Service Fee =</u>	<u>\$13,963.14</u>
TOTAL =	\$14,451.18

FY 2016 Budget balance as of June 30<sup>th</sup> is \$4,237.20.

FY 2017 Budget as of July 1, 2016:

Appropriated FY 2016 carryover =	\$ 6,973.61
<u>Appropriated SERC Funds =</u>	<u>\$81,791.00</u>
TOTAL FY 2017 BUDGET =	\$88,764.61

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

Committee Chairman McCracken reported that the IT Subcommittee, chaired by George Giles, is looking into how planners and responders use Tier II Manager and how to select the responders that will have access to the database.

c. **DECON:**

Committee Chairman Joe Leonetti reported that the Hazmat /Decon Team responded to the following since the last LEPC meeting.

1. June 21, 2016 – University of Delaware, 160 Academy Street, Drake Hall Central Campus. Reported smoke coming from a cabinet that has a Hazmat sticker on the cabinet. Newark Fire Dept. arrived on scene and discovered a small fire underneath the cabinet, there was no extension into the cabinet, nor there were any hazardous materials involved.

d. **Training - NCCIHMRA:**

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 May 9<sup>th</sup>, 2016 and the July 11<sup>th</sup>, 2016 LEPC for NCC meetings.

The remaining 2016 NCCIHMRA Training Schedule (11 hours of training) is as follows:

- (1) Training Session IV: Safe Transportation Training Specialists (Mr. Dave Wolfe) for a modified 8-hour version of their tank truck emergency response workshop with hands-on training prop replicas to be conducted on Friday, September 23rd and repeated Saturday, September 24th, 8:00 am to 4:00 pm, at Elsmere Fire Station 16. (8 hrs.)
- (2) Training Session V: NCCIHMRA Instructors present a "Level A CPC In-Suit Emergencies" class and "Level A CPC Obstacle Course" training to be conducted at DuPont Chestnut Run on Tuesday, October 11th & repeated Thursday, October 13th, 5:30 pm to 8:30 pm. (3 hrs.)
- (3) Fifteenth Annual NCCIHMRA Planning and Training Meeting to be 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 May 2015 derailment of an Amtrak train in Philadelphia was a result of loss of Situational Awareness. The engineer became distracted by an emergency involving a commuter train and thought that he had passed the curve with a 50 mph speed limit and could accelerate past 100 mph on to the straight track where the speed limit was 110 mph.

A Crude Oil Train derailment in Mosier, Oregon a town in the Columbia River Gorge was caused by broken bolts that connect the ties to the rails. This incident has stepped up the debate about:

- The shipment of crude with a high vapor pressure.
- The need for electronic brakes.
- More and closer inspections and better maintenance of the rails.

On April 3 an Amtrak train operating on track three struck a backhoe killing the operator and a supervisor. Track 2 had been removed from service for maintenance work and intermediate foul time was granted for tracks 1, 3 and 4 to protect the backhoe. The NTSB is confirming what roadway worker protection was in place at the time of the accident.

4. Tier II Reports:

Bill Davis DNREC EPCRA Reporting Program reported that the CY 2015 312-Reporting Status as of July 7<sup>th</sup> for NCC was 768 out of a total of 833 active facilities

- Delinquency Outreach –
  - Round 1 – 3/31/16 emails
  - Round 2 - phone calls, started 4/22/16
  - Round 3 – certified letters, 6/28
- State Approved Fields – only edited by 911 Admin (10 accounts)
  - Admin Lat/Long
  - Admin 911 Street Name

- Admin 911 Cross Street
  - Admin ADC Map Page
  - Admin LEPC
  - Admin Fire Department
- Bill briefed the group on EPA Regulation Changes Regarding GHS:  
The Federal EPA will be making regulatory changes that will impact EPCRA 311 & 312 reporting. These changes will be promulgated January 1, 2018. Bill will work to incorporate the changes into the TIER II Manger system and keep all impacted parties informed to ensure compliance with the regulations.

5. SERC/DEMA Activities:

Avery Dalton, Planner reported –

**Hazardous Materials Emergency Preparedness (HMEP) Grant:**

1. Only 21 percent of the HMEP grant has been spent. The good news is that most of the money has been allocated.
2. Sub-recipients were advised that there is a course available. That course is the 27<sup>th</sup> Annual Continuing Challenge HazMat Emergency Response Workshop The nation's leading Hazardous Materials Emergency Response Workshop September 6-9, 2016 — Red Lion Hotel Woodlake — Sacramento, CA. LEPC's please apply to attend by July 25<sup>th</sup>.

**SERC Quarterly:**

1. June 8<sup>th</sup> was the SERC quarterly meeting.
  - a. The SERC approved the removal of two sections of the SERT Plan, as a result of a discussion on the removal of an un-funded mandate contained within the SERT Plan.
  - b. 10<sup>th</sup> Annual Hazmat Workshop was approved.
  - c. Mark Dolan discussed the June 3<sup>rd</sup> train derailment involving Bakken Oil in Oregon.
2. DEMA has requested the LEPC's submit their Annual Report items by August 9<sup>th</sup>, so that the report can be submitted to the SERC by the September meeting.
3. September 7<sup>th</sup> is the next quarterly meeting.

**SERC – Recent Items of Interest:**

1. The City of Wilmington has scheduled an Ethanol Safety Seminar August 16, 2016. This information was provided by George Giles. Registration is required.

2. The City of Wilmington has scheduled a full scale Hazmat exercise October 16, 2016. The information was provided by George Giles.
3. EPA Region III Newsletter - Oil - Chemical Prevention & Preparedness was provided. The SERC may receive a brief later this year on chemical facility security.
4. SERC TERC monthly update was provided. There is an LEPC survey being conducted by NASTTPO. Please let me know if you have any questions.

**6. Staff Reports:**

**JAKE MORENTE –**

**SERC & Tier II:**

May 2016 Recorded and distributed May's LEPC for NCC meeting minutes  
 6/8/2016 Attended the quarterly SERC meeting in Dover (D.S.F.S.)

**Site Assessments & Plan Reviews: (3 Completed) - Report Completed and emailed**

5/18/2016	Calpine Corporation	(Wilmington)	3 suggestions/considerations
6/3/2016	Cermet Materials	(Wilmington)	6 suggestions/considerations
6/16/2016	Honeywell, Inc.	(Claymont)	2 suggestions/considerations

**Outreach:**

2016 Outreach and Fire Company Open House event calendar.  
 Newark Days (Main Street) Aetna HH&L Saturday, June 11<sup>th</sup>, 2016 3-6pm Distributed approx. 120 brochures  
 Peach Festival (Vol. Hose of Middletown) Saturday, August 20<sup>th</sup>, 2016  
 Brandywine Hundred Fire Co (Bellefonte) Saturday, October 1<sup>st</sup>, 2016  
 Distributed Emergency Preparedness brochures (250) at Newark's Municipal Building  
 Two client follow-up emails from planning questions – Cermet Materials and Johnson Controls

**Fire Service Liaison:**

5/12/2016 Unable to attend joint Chief's/County Association meeting due to work conflict  
 6/2/2016 Attended NCC Fire Chief's meeting at Christiana Fire Company  
 6/28/2016 Distributed the following for the City of Wilmington LEPC to NCC Fire Chief's  
 - August 16<sup>th</sup> 2016 Ethanol Safety Seminar – Two 4 hour sessions (attached)  
 - October 15<sup>th</sup> 2016 Hazmat Full-Scale Exercise invitation (attached)  
 - Follow-up emails and phone calls regarding what FD resources are requested for Hazmat Full-Scale Exercise 7/5/16.

7/7/2016 Attended NCC Fire Chief's meeting at Claymont Fire Company

Misc. Emails To County Fire Chiefs inviting them to accompany my Site Visits and Emergency Plan Reviews at facilities within their fire district.

**NCCIHMRA & Training: No activity this period**

## DAVID IRWIN – Items Completed

### SERC Activities:

- Represented the LEPC at the June 8th SERC meeting
- Represented the LEPC at a SERC Planning & Training Committee meeting (5/19)
- Represented the LEPC at a SERC sponsored “Oil and Hazardous Substance Incident Contingency Plan” review and update meeting (5/19)
- In accordance with SARA Title III Section 303 [42 U.S.C. 11003 (a)] completed the LEPC for NCC’s 2016 annual review of the LEPC for NCC Hazardous Material Response Plan and distributed to appropriate state and county agencies (5/26)
- Provided editorial comments on draft DelDOT/Volpe HAZMAT and Human Trafficking Project report (6/13)
- Presented 9<sup>th</sup> Annual HazMat Training Workshop Power Point presentation
- Obtained authorization to conduct a 10<sup>th</sup> Annual HazMat Training Workshop
- Prepared and submitted in a timely manner the LEPC Quarterly Performance Report
- Prepared and submitted in a timely manner the SERC Information & Technology Performance Report

### Emergency Response Plan Reviews and Facility Visits:

- No activity this period

### Exercise Status:

- No activity this period

### NCCIHMRA:

- Worked with Training Committee Coordinator, 31<sup>st</sup> CST and DuPont Stine Haskell representatives to conduct joint CBRNE exercise on June 4<sup>th</sup> – exercise has been postponed until the fall of 2016 or spring of 2017

### Outreach Initiatives:

- Represented LEPC at two (2) New Castle County Council Public Safety Committee meetings (5/10, 6/14)
- Represented LEPC at the US Coast Guard Sector Delaware Bay Cyber Subcommittee meeting (6/16)
- Represented the LEPC for NCC at four (4) LEPC meetings, Kent (5/10), Sussex (5/12), Wilmington (5/13,7/8)
- Presented 9<sup>th</sup> Annual HazMat Training Workshop Power Point presentation at the , Kent (5/10), Sussex (5/12), Wilmington (5/13) LEPC meetings
- Represented LEPC at five (5) CAP meetings, Croda (6/1), Delaware City Refining (5/10, 6/14), DuPont – Newark (6/6) and FMC (6/22)

**Additional Activities:**

- Reviewed the SERC “Oil and Hazardous Substance Incident Contingency Plan” and provided comments at the May 19<sup>th</sup> update meeting (5/19)
- Presented 9<sup>th</sup> Annual HazMat Training Workshop promotional items to SERC members
- Worked with Ron Gore and DNREC personnel to resolve vendor oversight regarding expenses associated the MC331 NCCIHMRRA training
- Updated and created LEPC distribution list
- Documented three Hazardous Material reportable release report in accordance with EPA regulations
- Provided supplemental information regarding HMEP Grant application to DEMA personnel

**7. Old Business:**

None

**8. New Business:**

- a. Chairman Irwin announced that at the June 8<sup>th</sup> SERC meeting it was agreed that the SERC will sponsor a 10<sup>th</sup> Annual HazMat Training Workshop to be hosted by the Delaware State Fire School. He also announced that the Board of Directors of the Mill Creek Fire Company has once again approved partnering with the SERC to handle all financial aspects of the 2017 workshop.
- b. LEPC Reports – Sussex County LEPC Chairman Stevenson announced that he attended the NASTTPO spring meeting. Their next LEPC meeting is scheduled for Thursday, 7/14.
- c. Al Stein presented an overview of the FAST Act: On December 4, 2015, President Obama signed the Fixing America’s Surface Transportation (FAST) Act (Pub. L. No. 114-94) into law—the first federal law in over a decade to provide long-term funding certainty for surface transportation infrastructure planning and investment. The FAST Act authorizes \$305 billion over fiscal years 2016 through 2020 for highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology, and statistics programs. The FAST Act maintains our focus on safety, keeps intact the established structure of the various highway-related programs we manage, continues efforts to streamline project delivery and, for the first time, provides a dedicated source of federal dollars for freight projects. With the enactment of the FAST Act, states and local governments are now moving forward with critical transportation projects with the confidence that they will have a federal partner over the long term.

**9. Presentation:**

- a. Joe Rubin, Business Continuity Specialist, WSFS Bank presented a PowerPoint and video presentation on Workplace Safety. The PowerPoint slides, Bomb Threat Checklist and How to Respond document were sent out with the draft minutes.

**10. Any Other Business:**

None

**11. Adjourn:**

Motion to adjourn made by Beth Neumane, 2<sup>nd</sup> by Al Stein. Meeting adjourned at 3:31 PM.

**Next Meeting: Monday, September 12, 2016, at 2:30 PM**

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

**New Castle, DE 19720**

**Host: Sunoco Logistics**

**Prepared and submitted by Chairman David Irwin on July 18, 2016**