

**SUSSEX COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
MEETING MINUTES
NOVEMBER 16, 2016**

There were 18 members/guests in attendance.

Marc Evans	Delaware National Guard
Tara Chambers	DNREC - EPCRA
Peter Uhey	Bayhealth
Sonia Williams	Mountaire
Shroittii Lamadieu	Bayhealth
Ron Verosko	Sussex County
Mark Sheridan	Sussex County EMS
Chuck Betyeman	ARES
Mike Nichols	Chesapeake
Kelly Kruger	Secretary, EOC
Bill Duveneck	ARES
Bob Shinholt	ALOFT
David Irwin	LEPC for NCC
Kenneth Cenci	DNREC
Mark Dolan	DNREC
Nicole Littleton	Delmarva Two-Way Radio
Jim Smith	Delmarva Power
Chip Stevenson	LEPC for Sussex County

Chairman Stevenson called the meeting to order at 10:00 a.m.

The minutes of the September 8,2016, meeting was approved.

All attendees introduced themselves.

REPORTS-

[DNREC- Bill Davis-](#)

EPCRA Reporting Program LEPC Report – November 2016

RY2015 312-Reporting Status as of November 2nd

2101	Reporting Year “2015” 312-reports submitted to date
715	Sussex
445	Kent
806	New Castle
135	Wilmington
1865	2014 312-reports (as of 12/31/15)

- 2016 Reporting Year Preparation**
An email reminder will be issued the week of November 14th to facility *Regulatory Point of Contacts* and *User Submitters*. Any emails that fail will be followed with a paper-mail reminder and a request to update their email address.

The *TierIIManager*[™] software vender is making eleven requested adjustments to the version-5.2 *Facility* and the *Administration/Billing* modules; the upgrade has been delivered and is undergoing testing by DNREC staff.

- January Workshops**
DNREC will conduct nine Tier II reporting workshops across the State in January; three in each County. There will also be a special session for consultants in December. LEPC staff are welcomed to attend any session, and may find the more in-depth discussion at the consultant class useful.

12/15/16	Thursday 10:00	Dover Fire School - consultants
1/10/17	Tuesday 10:00	Dover Fire School Joint session with Kent LEPC
1/18	Wednesday 10:00	Dover Fire School
1/25	Wednesday 10:00	Dover Fire School
1/12	Thursday 10:00	Georgetown Fire School Joint session with Sussex LEPC
1/19	Thursday 10:00	Georgetown Fire School
1/26	Thursday 10:00	Georgetown Fire School
1/4	Wednesday 10:00	DNREC Lukens Drive New Castle
1/17	Tuesday 10:00	New Castle Fire School
1/24	Tuesday 10:00	New Castle Fire School

- EPA Enforcement
On September 15th, EPA conducted EPCRA reporting inspections at two Delaware facilities located in Dover; a third inspection is scheduled in Laurel on November 22nd.

DEMA UPDATES- Avery Dalton

The next SERC meeting will be on December 14, 2016 at the Delaware State Fire School in Dover.

SCEMS-Glenn Marshall-

The SCEMS HazMat team completed Hazmat Tech recertification and received an overview of the CST team capabilities. The team will be participating in their full-scale exercise in May. Glenn would like details of any upcoming drills that anyone is having for participation or observation.

DECON Trailer Updates-

DECON Trailer was brought to the Return Day Parade on November 10, 2016.

Kent County LEPC-David Mick/Brandon Olenick-

- Annual trench rescue classes were completed with a good turnout.
- Kent County has 445 Tier II submittals as of November 2, 2016.
- Federal EPA completed 2 inspections in September.
- 15 Facility visits completed last from October 1, 2015 – September 30, 2016.
- The LEPC is going to try and line up more visits after the first of the year.
- Statewide exercise workshop completed. Brandon will have a more detailed report of what to expect at January meeting.
- Next meeting January 10, 2017 at 10:00 at the Delaware State Fire School. This will be a joint meeting with DNREC-EPCRA.

New Castle County LEPC-Dave Irwin-

The HazMat Workshop Planning Committee continues to work on the speakers for the workshop coming up on April 7-8, 2017, being held at the Delaware State Fire School. Registration forms will go out in January.

The LEPC meeting for New Castle was held on 11/14/16 with the presentation on DEMA roles and responsibilities.

Wilmington LEPC- George Giles

No report

Other business-

No Report

Sussex County LEPC: Chip Stevenson

Chairman Stevenson provided a list of Sussex County LEPC activities.

- Attended the New Castle County LEPC meetings on September 12th and November 14th.
- Attended the Kent County LEPC meeting on September 13th.
- Attended Sussex County 911 Day on September 15th.
- Participated in the HazMat Workshop Planning Committee meeting on September 27th.
- Attended FEMA Exercise Planning meeting on October 19th at DEMA.
- Attended SERC Information and Technology Committee meeting on October 26th.
- Attended the Emergency Preparedness Conference from November 1st-November 4th in Pittsburgh.
- Visited ALOFT AeroArchitects for a fire drill on October 25th.
- Participated in the planning meetings for Cape May/Lewes Ferry exercise.

PRESENTATIONS:

There were two presentations. Mark Dolan provided a presentation on the changes in the 2016 edition of the Emergency Response Guide. Chairman Stevenson provided a DVD presentation of the “Railroad Tank Car Hazardous Material Training Exercise” that was coordinated by the Local Emergency Planning of New Castle County in 2015.

NEXT MEETING- WEDNESDAY, JANUARY 12, 2017 AT 10 A.M. AT THE DELAWARE STATE FIRE SCHOOL-GEORGETOWN CAMPUS.