

State Emergency Response Commission (SERC)
Planning & Training Committee Meeting
Meeting Minutes for February 16, 2017
Prepared on February 20, 2017

The SERC Planning & Training Committee meeting was held on February 16, 2017 at the DEMA State EOC.

Minutes for the meeting are as follows:

Attendees: AJ Schall (DEMA), Avery Dalton (DEMA), Mark Dolan (DNREC), Dwayne Day (DeIDOT), David Irwin (New Castle County, LEPC), George Giles (City of Wilmington, LEPC), David Mick (Kent County, LEPC), Richard Perkins (DPH), Charles Stevenson (Sussex County, LEPC), Craig Stephens (DSFS), Elias Danucalov (DNG), Will Hayes (DEMA), Lori Sherwood (DEMA)

A quorum was established.

Planning and Training Committee Chair AJ Schall called the meeting to order at 9:01.

Old Business:

Approval of November 22, 2016 Planning & Training Committee Meeting Minutes – Mr. Dalton

Mr. Irwin motioned to approve the minutes of the last Planning & Training Sub-Committee Meeting on November 22, 2016. Mr. Giles seconded the motion. All approved.

HMEP Grant – Mr. Dalton

As of February 10, 2017, \$18,000.00 of the HMEP grant had been spent. This year's budget is \$114,675.00.

LEPC Plans – Mr. Dalton

George Giles asked about the LEPC plan content. The three county plans are the virtually the same. Giles wanted to know was there a standard for the template. He said that his plan had the material but it was displayed differently. Avery Dalton said that several states had templates that were reviewed. While there is not a “standard” template with set locations for the plan content, there were some similarities in the several states plans & templates and some of these plan templates matched the content order of the three county plans.

SERT Plan – Mr. Dalton

Craig Stephens of the DSFS asked about the SERT Plan because the plan was older. Director Schall said that the main body of the plan had been reviewed by the P&T. The radiological section of the plan was being reviewed by a separate committee at this time and Avery Dalton said that should be completed by May. We hope to print the plan in the fall. We want to distribute the plan in digital format to save costs. Stephens asked about the plan requiring secure content for distribution and Director Schall said there was nothing in the plan that could not be distributed for general use.

10th Hazmat Training Workshop Report – Mr. Irwin

The registration was launched on January 27th. It has been posted on various websites and sent out to several distribution lists. Mr. Irwin stated he will not be able to attend the workshop this year and at the last LEPC meeting it was decided that Mr. Dolin will be the Master of Ceremonies for the dinner and be acting coordinator for the two day event. This was unanimously approved by the committee. They are hoping to get a lot of sponsors to step up and contribute more money.

New Business:

Approval of the SERC Committee Agenda

Mr. Dalton stated there are no presentations scheduled. The only item under New Business is Mr. Newnam is scheduled to present the budget for the SERC.

Mr. Giles made motion accept the agenda as submitted and written for the March 8, 2017 SERC Committee Meeting. Mr. Dolan seconded the motion. All approved.

Approval on the HMEP Allocations as Discussed

A motion was made to revise the HMEP grant for the following proposals; Delaware State Fire School, to send 3 emergency responders to IAFC in Baltimore for amount: \$3,300.00 and Wilmington LEPC use unspent funds to attend IAFC, amount: \$2,700.00. The HMEP grant manager will contact a sub-recipient to transfer unused funding to fund the DSFS training.

Mr. Bethard made motion to approve. Mr. Irwin seconded. All approved.

Avery Dalton mentioned that on September 27, 2017, the DBRC has a Worst Case Discharge (WCD spill exercise planned for the Delaware City Refinery. We may be able to use grant funds to fund some of the exercise components if they align with our Hazmat processes. Mr. Bethard did not seem to think hazmat components could be trained during this exercise. Director Schall said that DEMA would be participating and that we would have more information at the next meeting in May.

Mr. Dalton asked the committee to keep in mind the HMEP is a three year grant now. Any unspent funds for this year and for next year will roll into the third year, which could possibly leave us with the option of doing a large scale exercise during year two or three of the grant.

Motion to Adjourn

Mr. Irwin made motion to adjourn. Mr. Dolan seconded the motion. All approved.

Meeting Minutes

Minutes were taken by Ms. Lori Sherwood, and transcribed to this document by Mr. Avery Dalton, SERC Executive Director on February 21, 2017.

Minutes posted to the State Public Calendar on February 21, 2017.

Minutes approved by Director AJ Schall, Chair for the SERC Planning and Training Committee.

Signed: _____

AJ Schall, Chair for the SERC Planning and Training Committee