

# DELAWARE'S STATE EMERGENCY RESPONSE COMMISSION ANNUAL REPORT Fiscal Year 2010

Submitted to  
**Governor Jack A. Markell**



Prepared by the  
**Delaware Emergency Management Agency**

Note: SERC meeting dates, Bylaws, and the Annotated Code of Delaware - Emergency Planning and Community Right-To-Know are on file and available upon request from the Department of Safety and Homeland Security, Delaware Emergency Management Agency (Arthur D. Paul, Planner IV, 302-659-2253). SERC information is also available on the SERC website at <http://www.serc.delaware.gov/>

---

# STATE EMERGENCY RESPONSE COMMISSION

## TABLE OF CONTENTS

Executive Summary	4
Superfund Amendments and Reauthorization Act (SARA)	4
Facilities	7
Exercises	7
Training	7
HazMat Decon Response Capability	7
Revenues	8
Operation & Administration of the Commission	8
Outreach & Public Education	8
Conclusion	8

### ATTACHMENTS

1. State Emergency Response Commission (SERC) Activities	9
2. SERC Standing Committees	11
3. Local Emergency Planning Committees	18
4. DNREC Summary of Response Activities	38
5. SERC Funds Summary FY 2010	41
6. SERC Membership	43

## **Executive Summary**

The following annual report details the SERC Fiscal Year 2010 (July 1, 2009 – June 30, 2010) activities in support of the federal “Superfund Amendments and Reauthorization Act (SARA) of 1986,” Title III “Emergency Planning and Community Right-to-Know Act” (EPCRA) and Title 16, Chapter 63 of the Delaware Code. The aid and assistance of the business community, emergency responders, planners, county commissioners and state agency personnel has been instrumental in developing and maintaining Delaware’s hazardous materials emergency preparedness.

### **SARA Title III and Title 16, Chapter 63**

On October 17, 1986, President Reagan signed the Superfund Amendment and Reauthorization Act (SARA) into law. Title III of this Act (which is referred to separately as EPCRA) establishes requirements for Federal, State and local governments, and industry regarding emergency planning and community right-to-know reporting on hazardous chemicals. This legislation builds upon the Environmental Protection Agency’s (EPA’s) Chemical Emergency Preparedness Program and numerous state and local programs aimed at helping communities to meet their responsibilities concerning potential chemical emergencies.

The Act requires the governor of each state to designate a State Emergency Response Commission (SERC). On March 17, 1987, the Commission on Hazardous Materials was designated as the Delaware State Emergency Response Commission. Members of the SERC are listed in Attachment 6.

The Act has four major sections: emergency planning, emergency notification, hazardous chemical inventory reporting, and toxic chemical release reporting. The sections are interrelated in a way that unifies the emergency planning and community right-to-know provisions of SARA and Title III. An explanation of these sections follows.

#### **1. Emergency Planning**

The emergency planning sections are designed to develop state and local government emergency preparedness and response capabilities through better coordination and planning, especially at the local level.

The Act requires the establishment of Local Emergency Planning Districts and Committees. Four (4) Local Emergency Planning Districts and Committees (LEPCs) exist in Delaware and are designated as three (3) counties and the City of Wilmington.

LEPC membership includes elected county and municipal officials, police, fire, civil defense, public health professionals, environmental, hospital, and transportation officials as well as representatives of facilities, community groups, and the media.

A list of the LEPC Chairs, membership, and a summary of their Committee's activities are found at Attachment 3.

The Act also requires the LEPCs to develop hazardous materials emergency response plans. In developing a plan, the local committees evaluate available resources for preparing for and responding to a potential accident involving hazardous materials at the various sites within their jurisdiction.

The SERC is required to review the LEPC plans and make recommendations to the LEPCs on revisions that may be necessary. The SERC fulfilled this mandate and approved all plans for operational use by the LEPCs at its April 1993 meeting. In addition, a biannual review schedule of the LEPC plans was adopted.

## **2. Emergency Notification**

If a facility produces, uses, or stores one or more EPA-listed hazardous substances and there is a release that equals or exceeds the reportable quantity, the facility must immediately notify the Department of Natural Resources and Environmental Control (DNREC), the SERC, and the Community Emergency Coordinator (CEC). The notification must identify any area likely to be affected by the release.

In the Delaware Code, notification to DNREC serves as notification to the SERC. Previously, notification to the 911 Centers served as notification to the CEC. With legislation passed in 2003, however, this was changed. Notification to the CECs for the LEPCs is now fulfilled by notification to an "800" number established in 2004.

## **3. Hazardous Chemical Inventory Reporting**

There are two Community Right-to-Know reporting obligations under the requirement:

- Facilities must prepare or have available material safety data sheets (MSDSs) under the Occupational Safety and Health Administration (OSHA) hazard communications regulations and Delaware Worker Right-to-Know requirements. For chemicals on-site above certain quantities, facilities shall submit either copies of the MSDSs or a list of such substances to the SERC, the LEPC, and the local fire company that provides fire rescue service to the facility. In Delaware, these MSDSs or lists are centrally collected and distributed for the SERC through DNREC.
- Chemical inventory forms must also be submitted annually by March 1 for the preceding calendar year. The form contains chemical type, quantities, storage locations, and emergency contact information.

A Delaware Emergency and Hazardous Chemical Inventory form is used for industry's reporting purposes by the SERC Information and Technology Committee to improve facility reporting.

The form requires additional reporting elements that will further aid the first responder, community, and LEPCs. Completed forms are submitted to DNREC, Division of Air and Waste Management (DAWM), where the information is entered into a database and made available to the LEPCs, 911 Centers, and other approved users for their purposes.

Beginning with reports due March 1, 2006, a new on-line Web-based reporting system was implemented, Tier II Manager. This system allows facilities to register and report on-line through a secure web-site. Submitted data is immediately available on-line for access by approved emergency planning and response organizations. The system also allows facilities to pay reporting fees electronically on-line.

Between January and August 2010, approximately 1801 facilities reported on chemicals used/stored on site. Of these, 1770 (approximately 98%) reported on-line. Information for the remaining facilities, which reported on paper forms, was entered into the on-line system for direct access by emergency planning and response organizations.

#### **4. Toxic Chemical Release Reporting**

This section of the act requires EPA to establish an inventory of toxic chemical emissions from certain facilities. The purpose is to inform government officials and the public about releases of toxic chemicals into the environment. It also provides for assistance with research and in the development of regulations, guidelines, and standards.

The reporting requirement applies to owners and operators of manufacturing facilities that have ten or more full-time employees that are in Standard Industrial Classification (SIC) codes 20 through 39, and that manufacture, process, import 25,000 lbs., or otherwise use 10,000 lbs. of a listed toxic chemical. Subject facilities must report these emissions annually by July 1 for the preceding calendar year. Beginning with the 1998 reports due in 1999, seven additional industry categories were also added, including electric generation and bulk petroleum distribution facilities. Beginning with the 2000 calendar year reports due in 2001, substantially lower reporting thresholds were established for a number of chemicals classified as persistent, bio accumulative toxic (PBT) chemicals. The Federal Form R, Toxic Chemical Release Inventory (TRI) Reporting Form is used. Copies are submitted to EPA and State.

For a number of years, EPA has made software available for facilities to compile their TRI reports on computer, and submit their reports on diskette. Beginning in 2006, Delaware implemented a process involving TRI reporting to EPA's Central Data Exchange (CDX). Rather than submitting disks, this process allows facilities to submit their electronic reports through the internet to EPA. EPA in turn pushes a copy of the submittal to the State, to its Exchange Network Node. With this streamlined approach, facilities only need to submit reports once to EPA. Delaware then automatically receives the reports, instead of requiring the facility to submit their reports separately to the EPA and to the state.

Although these reports are not emergency oriented, the data submitted is vital to analysis of situations and supports release prevention.

In Delaware, TRI submissions are directed to DNREC, Division of Air and Waste Management (DAWM). DNREC typically develops and releases an annual report for the public summarizing this TRI data. DNREC's Division of Air and Waste Management also processes public requests for facility information. The majority of the requests were for TRI data.

Other sections of this law provide for confidentiality of trade secrets and public access to all reported information from facilities and emergency response plans.

### **Facilities**

The Federal Emergency Planning and Community Right-to-Know Act (EPCRA) was passed by the United States Congress in 1986. In 1991, the State of Delaware passed its own Emergency Planning and Community Right-to-Know Act, which built upon the federal requirements and created a funding mechanism for emergency planning activities. These laws established a series of reporting requirements impacting facilities ranging from large industrial sites to small businesses. Facilities can be required to report a variety of information, ranging from chemicals used and stored at the site, to chemicals released to the environment.

### **Exercises**

An exercise program to review the capability of the staff and emergency response personnel to respond to hazardous material incidents continued. Hazardous material events are a regular part of natural and technological hazards exercise scenarios. Policy, training, and outreach efforts continue to expand in this area.

### **Training**

The State of Delaware Oil and Hazardous Substance Incident Contingency Plan (SERT Plan) was developed to establish policy and emergency response organization for responding to a broad class of hazardous substance incidents. Safe and coordinated response requires the application of specialized techniques and organizational concepts. In general, individual organizations are responsible for tactical training in accordance with the assigned roles in the emergency organization. A state program has been developed to educate and train local and state response personnel. The program is administered by the Fire School and is structured to provide training in accordance with assigned roles in the emergency organization. All SERT responders receive Incident Management System Training.

### **Hazardous Material Decontamination Response Capability**

Delaware has three Hazardous Material Decontamination Response Teams. The teams are made up of a combination of agencies: Delaware's Department of Natural Resources, Volunteer/Career Fire Companies and EMS. All of the response teams are provided with the training and equipment necessary to provide specialized HazMat decontamination response to locations throughout the State. Each team is equipped with a state of the art decon trailer and tow vehicle, which contains specialized equipment for decontamination and containment.

New Castle County has an Industrial Hazardous Material Response Alliance (NCC-IHMRA), which was formed in cooperation with the County and local industry HazMat response teams. The Alliance consist of approximately 60 volunteers; mostly industry experts, but some members are sponsored by local fire departments.

### **Revenues**

The Commission collected a net of approximately \$288,620 in reporting fees in the spring of 2010. Monies in the fund and the interest accrued are appropriated annually. The fiscal year 2010 financial status is reflected in Attachment 5.

### **Operation and Administration of the Commission**

The Delaware SERC instituted bylaws to improve its operation. Regularly scheduled meetings and the establishment of standing committees are some highlights of the bylaws adopted by the Commission. The Standing Committees' members, functions, accomplishments, and goals, are contained in Attachment 2.

### **Outreach and Public Education**

An Internet web site developed through a joint effort of SERC Committees established a complete set of Emergency Planning and Community Right-to-Know web pages for Delaware. The pages provide SERC, LEPC, and Facility Compliance Information to visitors and details the reporting requirements of the Act. The public information section contains a searchable on-line database of TRI data reported by facilities.

Following the September 11, 2001 terrorist attacks, the Tier II searchable database was removed for security considerations. However, the information is still available, as required by EPCRA. Request for Tier II data can be made using the "on-line" request form or through the Freedom of Information Act request process.

During FY 06, the EPCRA web pages for Delaware were converted to a new "common look and feel" format required for all Delaware government related sites. <http://www.serc.delaware.gov/> The pages were also moved from their previous location at the Department of Technology and Information, to a server at the Department of Natural Resources and Environmental Control.

At the December 2008 meeting the SERC adopted formal procedures for handling public access to EPCRA information.

### **Conclusion**

Delaware's Emergency Planning and Community Right-to-Know Act continues to work well through the dedicated efforts of the partnership of citizens, industry, and the public sector. The Acts implementation provides for the public safety and public awareness about chemicals in their community. The accomplishments of the SERC are in Attachment 1.



## Attachment 1

### SERC Activities July 2009 - June 2010

- The Commission met on quarterly scheduled meeting dates in September, December, March, and June. Business was conducted to support the Emergency Planning and Community Right-to-Know Act (EPCRA). Meetings included:
  - Reports from the four Standing Committees, which included updates on activities and items requiring action by the Commission.
  - Reports from the four LEPCs included updates on five key areas: Meetings, Facility Visits, HazMat Plans, Exercise Status, and HazMat Responses.
  - Briefings from the DNREC/Division of Air Waste Management, which included detailed information on releases and responses. The Commission also received a briefing on the follow-up investigation of the Dow-Reichhold styrene release. The investigation involved three components and multiple programs within the agency to include Environmental Impact and Clean-up, Enforcement, and Prevention.
- Presentations on the following topics/agencies:
  - U.S Chemical Safety Board (CSB) video entitled Emergency Preparedness Findings from CSB Accident Investigations. The video included information from ten years of investigations and stressed three key areas, Training, Communications, and Community Planning.
  - Transportation Community Awareness and Emergency Response (TRANSCAER), following a suggestion by George Giles, Wilmington LEPC, this briefing was added to the SERC agenda. Mr. Giles was not able to attend the meeting because of flooding in the City of Wilmington, therefore, Catherine Pomerantz, FEMA Region III, briefed on the TRANSCAER program and the possibility of Delaware's involvement. The presentation was well received and it was suggested that the Planning and Training Committee explore the possibility of participating.
  - Delaware Hazardous Materials Response DVD - the recently released DVD was shown to attendees and was enjoyed by all. The video was the vision of the New Castle County LEPC and included assistance, input and participation from planners and responders statewide. The video briefly addresses the history of EPCRA and depicts, in detail, a simulated HazMat response in Delaware to include the State Emergency Response Team (SERT) Levels and associated responsibilities and actions. Mr. Paul presented a plaque and recognized Mr. Bill McCracken, recently retired Planner for the NCC LEPC, for his coordination and production of the video.
- Planned and conducted a SERC Retreat that included three Panel discussions on the SERC History, Emergency Planning and Community Right-to-Know Act (EPCRA), and Transportation. The Retreat concluded with a discussion on the Strategic Goals and issues that may impact the future of the SERC and LEPCs. See more information on the SERC Retreat in the Planning and Training Committee section, page 14.
- Fully funded LEPCs and other agencies for carrying out responsibilities under the Emergency Planning and Community Right-To-Know Act.
- Funded DNREC and Delaware State Fire School hazardous material training with Hazardous Material Emergency Preparedness (HMEP) Grant funds.

- Continued to maintain a publicly accessible SERC web page running on Department of Natural Resources and Environmental Control server to make EPCRA information available to the public. Due to security concerns and the Freedom of Information Act (FOIA), detailed information reported by facilities is no longer available on the website. Request for this information must be made in writing and be as specific as possible following FOIA procedures. Requests can also be submitted on line at: [http://www.dnrec.state.de.us/air/aqm\\_page/foia.htm](http://www.dnrec.state.de.us/air/aqm_page/foia.htm)
- Continued to support the Decontamination Trailer Committee by replenishing the Maintenance and Equipment Account.
- Reviewed the allocations of Hazardous Material Emergency Preparedness (HMEP) Grant Budget projections for approved and pending Planning and Training funds.
- Hazardous Material Emergency Preparedness (HMEP) funds were sub-granted to the four Local Emergency Planning Committees (LEPC) for the second time since the grant started.

## Attachment 2

### SERC Standing Committees

#### Finance and Budget Committee

#### Members

Chair	SERC Member (DSFS).....	Mr. Robert P. Newnam
	DE Volunteer Fireman's Association .....	Sen. Bruce Ennis
	DNREC .....	Mr. Robert Pritchett
	HazMat Emergency Preparedness Grant Administrator .....	Mr. Arthur D. Paul
	Private Sector.....	Mr. Stephen Rahaim

#### Function

- Project probable revenues generated by fee system.
- Review and make recommendations to SERC regarding annual budgets from LEPCs, Information and Technology Committee, and Delaware Emergency Management Agency.
- Explore alternate funding sources, such as EPA one-year grants.

#### Goals and Objectives for FY 2011

- Provide, through the SERC, fair and equitable distribution of monies, collected from Delaware Fee Reporting System and other sources, to the four LEPCs, and other eligible parties, so they may meet the requirements imposed by EPCRA and Title 16, Chapter 63 of the Delaware Code.
- To keep all SERC members advised of current revenues, balances, and projections.
- To provide budget preparation materials to all eligible parties in a timely fashion.
- To make necessary adjustments in submitted budgets to ensure equitable funds distribution.
- To recommend approval to SERC the distribution of funds to the LEPCs and other SERC funded entities.
- To maintain a contingency fund of monies.
- To work with DEMA on any grants or other sources of funding that may be available.
- To work closely with the Secretary of Safety and Homeland Security, DEMA, and SERC members to ensure all potential and existing funding sources and requests are handled in a manner consistent with accepted practices of State Government.

## Information and Technology (IT) Committee

### Members

Chair	SERC Member (Fire Prevention Commission).....	Mr. Bill Betts
Vice	DNREC .....	Mr. Robert Pritchett
	Delaware State Fire School (DSFS) .....	Mr. Steve Martin
	Private Sector .....	Vacant
	Division of Public Health (DPH) .....	Mr. Jamie Mack
	Delaware Emergency Management Agency (DEMA) .....	Mr. Arthur D. Paul
	911 Centers .....	All
	Local Emergency Planning Committees (LEPC) .....	Mr. George Giles Mr. Bill McCracken Mr. David Mick Mr. Charles Stevenson

### Function

- Ensure HazMat information is made available to emergency planners and responders.
- Oversee development, implementation and operation of information system(s) for collection and management of EPCRA-related facility information for use by emergency planning and response organizations. Coordinate selection and purchase of related software for emergency planning and response. Organize and conduct training on the information systems and software.
- Explore computer-based strategies for enhancing compliance.
- Developing materials to inform the public through community outreach and promote participation in emergency planning and community right-to-know matters.
- Oversee development and maintenance of SERC/LEPC/EPCRA web pages.

### Accomplishments for FY 2010 and Continuing Projects

- Completed project with contractor to modify Tier II Manager, establishing new “user type” for Fire Departments. This will allow Fire Dept officers to access Tier II data for facilities in their individual districts.
- Completed project with contractor to establish ability to create master backup data CDs from Tier II Manager System for the 911 centers, arranged by Fire Company District.
- Working on latitude and longitude coordinates for Tier II facilities
- Put annual newspaper ads in area papers statewide.

- Maintained the central “866” toll free number and related voice mailboxes for emergency release notifications by facilities to the LEPC community emergency coordinators.
- Updated and maintained the SERC Website for public and SERC/LEPC use.
- Managed IT Committee funds for the SERC.

### **Goals and Objectives for FY 2011**

- Begin creating and distributing the backup CDs to key planning/response data users.
- Begin outreach campaign and training for Fire Departments for their direct access to Tier II Manager. Will need to develop procedures for approving Fire Dept data users and keeping them current.
- Complete development of GIS layer for Tier II HazMat facilities from lat/longs. Update other GIS layers previously loaded in Tier II Manager System.
- Continue and expand training on the new Tier II Manager system for planners, responders and reporting industry.
- Continue to run the required annual newspaper ads (per federal EPCRA).
- Continue maintenance of the EPCRA/SERC/LEPC web pages.
- Continue maintenance of the toll-free Community Coordinator emergency release notification number.
- Implement updated MSDS functionality in Tier II Manager.
- Prepare annual budget request for SERC and manage funds.
- Coordinate with Department Safety and Homeland Security (DSHS) and other agencies on school emergency planning initiative.

## Planning and Training Committee

### Members

Chair	SERC Member (DEMA).....	Mr. James E. Turner
	DSFS.....	Mr. Robert Newnam
	DNREC Response.....	Ms. Ellen Malenfant
	DPH.....	Dr. Gerald Llewellyn
	Delaware Volunteer Firefighters Association (DVFA).....	Sen. Bruce Ennis
	Delaware State Police (DSP).....	Maj. Randall L. Hughes
	DNREC/Accidental Release Prevention .....	Mr. Jay Brabson
	DelDOT.....	Mr. Dwayne Day
	Local Emergency Planning Committees (LEPC) .....	All

### Function

- Perform planning functions and provide oversight of training activities.
- Provide EPCRA policy and direction to the LEPCs with SERC approval.
- Establish goals and objectives that support state and federal EPCRA mandates.
- Review LEPC plans and revisions to ensure compliance with federal requirements and consistency with SERT Plan.
- Monitor issues related to transportation of hazardous materials in the State of Delaware.
- Examine strategies used by other states and make improvement recommendations.

### Accomplishments for FY 2010

- Planned a SERC Retreat that included three Panel discussions on the SERC History, Emergency Planning and Community Right-to-Know Act (EPCRA), and Transportation.
  - The History Panel included four SERC members, three past and one current, who answered questions and discussed the evolution of hazardous material response efforts in Delaware to include the Commission on Hazardous Material, precursor to the SERC, New Castle County Hazardous Material Advisory Council, the SERC, and the four Local Emergency Planning Committees (LEPC): New Castle, Kent, and Sussex Counties, and the City of Wilmington.
  - The EPCRA Panel included Michelle Price-Fay, Environmental Protection Agency-Region III, and Pam Meitner, DuPont-retired, and former longstanding member of the SERC. They provide a Federal and Industry perspective and discussed the roles, responsibilities, and future expectations of the SERC.

- The Transportation Panel included members from various modes of transportation to include: Norfolk Southern and Amtrak Rail, United States Department of Transportation, Chesapeake Utilities, and SERC members representing Air and Water Transportation.
- The Retreat concluded with a discussion on the Strategic Goals and issues that may impact the future of the SERC and LEPCs. Numerous useful comments and suggestions were made and will be addressed at the next SERC meeting in March 2010. Attendees enjoyed the Retreat and there were several appreciative comments and favorable acknowledgements.
- Formed a SERT Plan outreach Committee that briefed and distributed SERT Plans at all County Fire Chiefs meetings. The outreach program was made available statewide.
- Reviewed the New Castle County, City of Wilmington, and the Kent County Comprehensive Hazardous Material Response Plans for compliance with EPCRA requirements.
- Continued an outreach program to elementary schools statewide. In coordination with the Delaware State Fire School WISK Watch program, distributed information and order forms for shelter-in-place videos and Fire Pal CD ROMs, which focus on identifying hazards in the community.
- Continued the Hazardous Materials Emergency Preparedness (HMEP) Grant Sub-Committee to generated ideas to obligate and liquidate funds. Past ideas have included the purchase of outreach material for the LEPCs.
- Assisted in the planning and coordination of the 3<sup>rd</sup> Annual Delaware Hazardous Material Conference.

### **Goals and Objectives for FY 2011**

- Review all LEPC plans for compliance with state and federal EPCRA requirements.
- Review the Delaware Code for inconsistencies and recommend suggested legislative changes where applicable.
- Develop a comprehensive strategy for completing the functions of the Committee and ensuring that the State of Delaware meets or exceeds all of the established requirements in Federal and State laws.
- Continue to assist the LEPCs with planning and training efforts.
- Continue to make recommendations on the obligation of HMEP Planning and Training funds.
- Continue to assist in the planning and coordination of the 4<sup>th</sup> Annual Delaware Hazardous Material Conference.

## Decon Trailer User's Group Committee

### Members

Chair	DE State Fire School.....	Mr. Robert P. Newnam
Co-Chair	Kent County, LEPC, Decon.....	Mr. David Mick
	New Castle County Decon.....	Mr. Joseph Leonetti
	Sussex County Decon.....	Mr. Tim Cooper
	City of Wilmington.....	Mr. George Giles
	Dept. of Natural Resources.....	Mr. Jamie Bethard
	Division of Public Health.....	Dr. Gerald Llewellyn
	DE Emergency Management Agency.....	Mr. Arthur D. Paul

### Function

- Oversees the operation, training, and maintenance of the three Decon trailers that the State funded for each county.
- Provide decontamination to emergency service personnel and victims of HazMat incidents.
- Monitor and report on decon operations and activities.

### Accomplishments for FY 2010

- Several team members attended the Environmental Protection Agency (EPA) Conference.
- The SERC approved the following SOP's after the Committee's revision:
  - SOP # 300-01 - Certification and Recertification Training
  - SOP # 300-02 - Dispatch and Notification
  - SOP # 300-03 - Cost recovery and Termination
- The Decon Trailer maintenance and equipment account was replenished with \$10,000.00. This account is annually funded to \$15,000.00 for the maintenance, equipment replacement, and repair costs of the trailers.
- Participated in the planning of the 3<sup>rd</sup> Annual Statewide HazMat Conference.
- Performed the following activities during the year:
  - Held 4 User's meetings with an average attendance of 6 members
  - Responded to 10 emergency decon calls
  - Participated in 7 team training programs
  - Completed additional volunteer training programs
  - Provided 6 public outreach programs/demonstrations
- Implement a standardized statewide personnel identification and accountability system for all Decon team members.



- DEMA has ordered most of the equipment for the 10 Field Decon Units and most of the equipment is in and ready for distribution.

### **Goals and Objectives for FY 2011**

- Continue to provide timely decontamination services to emergency personnel and facility workers when needed.
- Continue the training of the team members on the equipment acquired through SERC Homeland Security funding programs.
- Seek adequate funding for equipment, maintenance, training, and physicals for those needing them in order to better protect the Decon team members.
- Increase the number of trained volunteer firefighters to assist with Decon operations.
- Continue to assess the three Decon teams in an effort to determine equipment and training needs and to pursue these needs through the Department of Homeland Security funding.
- Promote the availability of the Decon teams to emergency responders, facility operators, and the public.
- To be recognized as an “all hazards” emergency response decontamination team.
- Assist with the planning of another Statewide HazMat Conference during FY 2011.
- Standardize dispatch procedures for County Decon Teams and County Field Decon Units.
- Continue training of members staffing each of the County Field Decon Units.

## Attachment 3

### Local Emergency Planning Committee (LEPC) Activity Reports

#### New Castle County LEPC

##### Accomplishments for FY 2010

- Seven LEPC meetings were conducted:
  - July 13, 2009 –hosted by AstraZeneca (Newark)
  - September 14, 2009 –hosted by Delmarva Power
  - November 9, 2009 – hosted by Ashland (Hercules) Research Center
  - January 11, 2010 - hosted by DuPont Edge Moor Site
  - March 8, 2010 – hosted by AstraZeneca (Wilmington)
  - April 15, 2010 – special meeting hosted by DuPont Edge Moor Site
  - May 10, 2010 – hosted by Sunoco
- Sponsored and led efforts to develop and complete a Delaware Hazardous Material Response video. The project represents a partnership between the LEPCs, DSFS, DTCC, state and local government. The purpose of the nineteen-minute training video is to educate and increase awareness of the coordinated efforts of the Delaware Emergency Response System. It describes the SARA and EPCRA federal regulations, role and responsibilities of the SERC, SERT member agencies, the three SERT levels including a federal response as well as describing the DENS emergency notification system.
- Led efforts to develop a “Resident Awareness & Emergency Preparedness Guide”. The guideline represents a partnership between industry, hospital and local government. Totally funded by LEPC member organizations a total of 150,000 copies were printed. A grassroots effort to distribute the guideline to residents of New Castle County is ongoing.
- LEPC, DSFS and DEMA sponsored the 3<sup>rd</sup> Annual Hazardous Materials Conference. The Workshops were the Bottoms-Up Rollover Trailer, Electronic Size-up: Making Meters Work for the Responders, Street Smart HazMat Responses, HazMat in Las Vegas, Highway Cargo Tanks Damage Assessment & Emergency Response Consideration, Intermodal Containers, Sunoco Ethylene Fire, Homemade Explosives, 31<sup>st</sup> Civil Support Team Mission and Capabilities, Gazing into Your Crystal Ball, Review of Tank Car Nomenclature, EMS Review: Protocols & Practicals, Ammonia Response and Product Removal Techniques for Tank Cars.
- LEPC and the Mill Creek Fire Department sponsored a Functional Exercise on August 22, 2009 to simulate a train derailment carrying hazardous materials alongside Delaware Park. The exercise objectives were:
  - Ensure the safety of citizens and response personnel
  - Determine exclusion and support zones.
  - Ensure adequate water supply by developing a thorough resource plan
  - Determine evacuation vs. shelter-in-place procedures
  - Implement a Site Safety Plan

- Implement an EMS Plan
  - Provide effective Animal Health Emergency Support for horses
- The exercise was an overwhelming success
- Conducted outreach programs for the Five Points, Millcreek fire companies and Colonial Heights/Lancaster Village Civic Association. Provided outreach material for the St. Francis Hospital Safety & Health Fair, Fuji Film, NCC Rotary Club, Christiana Hospital and Normandy Manor Civic Association. Participated in the DuPont Experimental Station Health and Safety Fair. Continue to participate in all DuPont Edge Moor, FMC and Croda CAP meetings. Developed and presented a two-hour LEPC instructional course to an undergraduate class at Goldey Beacon College.
  - The LEPC arranged for NCCIHMRRA training in the following:
    - Fundamental and Intermediate Concepts of Radiological Response
    - HazMat Incident Response to Bombing
    - Cosponsored with DEMA a two day HazMat Technician Skills Workshop
  - The on site assessment program continues. During this fiscal year, we have completed 2 on site assessments. The partnership with the Accidental Release Prevention Office of DNREC continues to grow. We have participated in visits, follow-ups and incident investigations.
  - The Hazardous Substance Response Plan for New Castle County was reviewed and updated in April 2010. It will continue to serve as an annex to the New Castle County Comprehensive Emergency Management Plan.
  - Conducted the “Shelter-in-Place” training module for the New Castle County Citizens Emergency Response Team (CERT) December 2009, March and April 2010 classes.
  - Prepared a Report on EHS Facilities in New Castle County for the University of Salisbury Hazard Mitigation Plans.
  - Attended the U.S. Federal Bureau of Investigation's Regional National Improvised Explosive Familiarization Training Seminar on September 17<sup>th</sup> at Dover AFB.
  - Two LEPC/NCCIHMRRA representatives attended the Homeland Security sponsored Incident Response to Terrorist Bombings course and achieved certification as a course instructor.
  - Updated, revised and approved LEPC by-laws.
  - Attended the Buffer Zone Protection Program Workshop for the Department of Homeland Security.
  - Risk Management Plan (RMP) company risk zones have been plotted on the digitized maps in Tier II Manager.
  - Continue to ensure the Chief of each fire district is informed of the facilities in their district that handle Extremely Hazardous Substances (EHS) and provided a list of those chemicals.

- Continue to ensure ADC map coordinates are plotted for each facility in Tier II Manager.
- LEPC staff participated in SERC Information Technology and Planning Committee meetings.
- LEPC and DEMA sponsored a HazMat Conference banquet with keynote speaker Mr. Michael Callan.
- LEPC staff attended SERC meetings and provided quarterly and annual reports.

## Goals and Objectives FY 2011

- Prepare, manage and track the SERC approved FY 2011 LEPC for NCC budget.
- Review and update as appropriate the Hazardous Substance Response Plan as required by SARA Title III federal statute.
- Plot and update the worst case and alternate release vulnerability zones for extremely hazardous substance facilities within New Castle County on TIER II digitized maps.
- Review and update as appropriate ADC map coordinates for facilities on the Tier II Manager.
- Provide appropriate EHS Facility chemical data to each district Fire Chief.
- Continue to serve as a sponsor of NCCIHMRRA.
- Sponsor, facilitate, arrange and participate in NCCIHMRRA initiatives.
- Identify and pursue opportunities to promote LEPC activities at community meetings and events.
- Use a risk based approach to prioritize and conduct EHS Chemical Facility Emergency Response Plan/Procedure reviews in accordance with the LEPC agreed 3 year cycle.
- Sponsor, facilitate, arrange or participate in at least one hazardous materials drill, tabletop or field exercise.
- Serve as an active member of the SERC Information Technology Committee.
- Serve as an active member of the SERC Planning & Training Committee.
- Serve as an active member of the SERC Decon Committee.
- Provide bi-monthly activity reports to the LEPC.
- Provide quarterly activity reports to the SERC.
- As requested serve as a subject matter expert to LEPC members.
- As requested, provide Awareness and Operational HazMat guidance to NCC hospitals.
- Cosponsor, coordinate and participate in the 4<sup>th</sup> Annual Delaware State Hazardous Materials Conference.

**New Castle County LEPC Membership** (as of June 2010)

<b>Name</b>	<b>Organization</b>	<b>Representation</b>
Abegglen, Terri	Red Cross	Red Cross
Anderson, David	DTCC	Academia
Antoff, Rich	DNREC, Emergency Response	Environmental
Atkins, Edward	Emergency Svs., Chester County, PA	Director
Backus, Jeff	DuPont Stine Haskell	Industry
Barrish, Bob	Community At-Large	Community Rep.
Bastin, Silvana	AstraZeneca Newark Site	Industry
Bennett, David	Agilent Technologies	Industry
Bennett, Kim, Safety Supv.	Formosa	Industry
Benyo, Jeff S.	Christiana Care	Hospital
Berlin, Chris	DNREC	State Government
Bethard, Jamie	DNREC, Emergency Response	Environmental
Born, Thomas	Delmarva Pwr/Atlantic City Electric	Utility
Bouyea, Rick	FMC BioPolymer	Industry
Brabson, Jay	DNREC	State Government
Brown, Alan	State Fire Marshal's Office	State Official
Brown, E. Atwell	Savage Services	Industry
Carl, Chris, News Director	WDEL-AM News Radio	Media
Carpenter, Jr., Dave	Coordinator - Emergency Management	NCC Emergency Management
Civitella, Patricia	AstraZeneca	Industry
Coons, Christopher	New Castle County Executive	Elected Official
Cosby, Alan	Magellan Midstream Partners, LP	Industry
Cudmore, Scott	Formosa	Industry
Cunane, Joseph	Pres. - Guardian Environmental Services	Industry
DeMaio, Vito	Ashland	Industry
Dietrick, Ron	Delaware City Refining Co.	Industry
Dolan, Mark, Safety Engineer	BASF	Industry
Donofrio, Al	Public Member	Public
Durve, Tushar	DuPont Edge Moor Site	Industry
Eichinger, Kevin	Occupational Health & Safety,Uof D	University of Delaware
Ennis, David H.	Public Member	Public
Falletta, Charles	Cermet Materials	Industry
Frank, Jane	Occupational Health & Safety,Uof D	University of Delaware
Funk, Vance	Mayor of Newark	Local Official
Gacser, George	Pepco	Industry
Galloway, Bruce, Chief	DuPont Experimental Station	Industry
Giles, George	Director of Emergency Mgmt	Local Govt/Wilmington
Golgolab, Babak	Claymont Community Coalition	Community Rep.
Graham, Louis	MacDermid	Industry
Greeson, Ken	U.S. DHS	Government
Gregory, Rick	Chf Adm Officer/Dir. of Public Safety	County Official

<b>Name</b>	<b>Organization</b>	<b>Representation</b>
Hama, Karen	Public Member	Public
Hopkins, Wayne	DuPont Chestnut Run	Industry
Irwin, David	NCC LEPC	Chairman of LEPC
Jackson, Troy	Amerindustrial	Industry
Jacono, Vincent	Delmarva Power	Utility
Kaczynski, Rich	A. Duie Pyle	Industry
Kelly, Barry, Safety Supv.	Ashland	Industry
Kelly, Leone	Del. Air National Guard	Military
Kelly, William, Fire Chief	Sunoco, Inc.	Industry
Killgore, Roy	Conectiv	Utility
Kilpatrick, James	EPA Oil and Prevention	Government
Kovach, Thomas Rep.	NCC LEPC Vice Chair	State Government
Leavy, John	GE Ceramics Composite Products	Industry
Leonetti, Sr., Joseph J.	St. Francis Hospital	Fire Chiefs' Assn.
Levandowski, David	Occupational Health & Safety, Uof D	University of Delaware
Llewellyn, PhD, Gerald	Dept. of Health & Social Services	State Official
Love, Tim	Honeywell	Industry
Malenfant, Ellen	DNREC	State Government
Marchak, Chris	NCC Chamber of Commerce	Chamber of Commerce
McCracken, Bill	Public Member	Public
McDade, Anthony	U.S. Coast Guard	Representative
McDaniels, Chip	DNREC, Enforcement	State Environmental
Murabito, Joseph	NCC LEPC	Vice Chairman of LEPC
Murdaugh, Marshall	VAMC Wilmington	Hospital
Owens, Steve	DuPont	Industry
Palermo, Sam	Community At-Large	Community Rep.
Paul, Arthur D., Planner	DEMA	State Emergency Management
Picard, Jerry	Red Cross	Red Cross
Poorman, Steve	Fuji Film	Industry
Potts, Christopher	Siemens	Industry
Price-Fay, Michelle	EPCRA Coordinator	Government
Quintard, Todd	Linde	Industry
Remillard, Stevens	Christiana Care	Hospital
Robinson, Bill	Delaware City Refining Co.	Industry
Rosenbaum M.D., Robert	Medical Director	Emergency Medicine
Ross, George	VAMC Wilmington	Hospital
Rossi-McLaughlin, Cathleen	Nemours/A.I. DuPont Hospital	Hospital
Salazar, Ted, Plant Manager	Air Liquide	Industry
Schiliro, Lewis	Safety & Homeland Security	State Official
Schmid, Christopher	NCC OEM	County Government
Stein, Al	Emres, Ltd.	Consultant

---

<b>Name</b>	<b>Organization</b>	<b>Representation</b>
Taylor, David	Norfolk Southern Corporation	Transportation
Touhey, Robert	Croda	Industry
Verdi, John	BASF	Industry
Wentzel, John	A. Duie Pyle	Industry
Whitmarsh, Dan	Magellan Midstream	Public
Williams, Rick	City of Newark	Local Government
Wisser, John	A. Duie Pyle	Industry
Wollaston, Martin, Planner	Water Resource Agency, U of D	University of Delaware
Woznicki, James	Pepco Holdings, Inc.	Industry
Wray, Dale	Guardian Environmental	Industry
Zaun, Andrew	Magellan Midstream Partners, LP	Industry



**City of Wilmington LEPC****Accomplishments for FY 2010**

- Held LEPC meetings every sixty (60) days.
- Maintained City of Wilmington LEPC membership at a high level with a large attendance per meeting.
- Coordinated and participated in the Public Safety Awareness Week activities in conjunction with National Night Out, and Seniors Health Day Fair.
- Participated with several banks for their Health Fair Days.
- Completed the annual LEPC Work Plan and Budget.
- The Hazardous Substance Response Plan for Wilmington was reviewed and updated.
- Completed Shelter-in-place and Evacuation presentations to several neighborhood groups and senior citizens. Also presented approximately 400 school children with all hazard preparedness presentations.
- Re-Visited all the senior facilities in Wilmington and anyone that was disabled or who would need assistance during an event was helped fill out a form that will be put into a data base and used by the dispatch agencies.
- Continued to tour all Wilmington fixed facilities with EHS and train emergency responders on facilities response.
- Attended various HazMat conferences and training.
- Trained Wilmington Fire Department for HazMat Teams on a 24/7 basis.
- Conducted HazMat training for Wilmington Emergency response personnel.
- Participated with the Magellan Corporation at the Port of Wilmington in classroom and hands on training at their facility.
- Conducted SERT response training for Wilmington Fire Department.
- Met with all Emergency Responder Staff on a quarterly basis.
- Met with the Wilmington Fire Department Monthly.
- Conducted and participated in a drill at the Noramco Plant in Wilmington. Attended the All Hazards Drill with New Castle County.
- Sent several members to the state All Hazards Conference.

- Staff attended the International Association of Fire Chiefs (IAFC) Hazardous Materials Conference in Baltimore Maryland.

### **Goals and Objectives for FY 2011**

- Continue to meet with Wilmington LEPC every sixty days.
- Work with all agencies to improve the response capabilities to hazardous material incidents.
- Conduct a full-scale and tabletop exercise needed to achieve proficiency of all emergency personnel.
- Meet with all emergency responder staff on a quarterly basis.
- Provide HazMat response with continued and updated training programs for all 1<sup>st</sup> responders.
- Distribute LEPC information throughout Wilmington, through community, business and city organizations.
- Increase the number of LEPC presentations to schools, neighborhood planning councils and businesses.
- Attend various conferences and seminars for improvement of the LEPC.
- Continue to work with DeLEASI and New Castle County LEPC to improve all identified HazMat sites within the City of Wilmington and update information needed by the emergency responders.
- Test the DENS System along with our drills and on a quarterly basis.
- Work with local companies on requirements of reporting non-emergencies to the local emergency coordinator.
- Continue to test the Delaware Emergency Notification System (DENS) along with our drills in conjunction with the citywide Emergency Notification Alerting System.
- Provide to all extremely hazardous material sites, large employers and public buildings notifications.
- Monitor radios of city emergency notification.
- Continue to update the Hazardous Substance Plan for Wilmington.
- Provide Incident Command Training for all emergency responders.

- 
- Provide National Incident Management System Update Training for all emergency responders.
  - Continue to use our TV station and Public Safety radio station 1640 AM for public safety announcements.
  - Instruct all emergency responders in proper fitting of all level HazMat personal protective equipment. Assist in providing proper equipment.
  - Will conduct any refresher courses and updates that are required by the HazMat Team.
  - Drill/Table Top at Port of Wilmington.
  - Becoming point of contact for the state and TRANSCAER Program.
  - Work with other LEPC's in planning annual Delaware HazMat Conference.

**City of Wilmington LEPC Membership** (as of June 2010)

<b>Name</b>	<b>Organization</b>	<b>Representation</b>
Joseph DiPinto	City of Wilmington	LEPC Chairman
James M. Baker	Mayor	Elected State/Local Officials
Bill S. Montgomery	Mayor's Office	Local Official
John Sheridan	City Solicitor	Executive Committee
James N. Mosley	Director, Public Safety	Public Safety
Steve Martelli	Wilmington City Council	Elected Official Government
Loretta Walsh	Wilmington City Council	Elected Official Government
Kevin F. Kelly, Sr.	Wilmington City Council	Elected Official Government
Michael Szczerba	Police Chief, Wilmington	Law Enforcement
George B. Giles	Director of Emergency Mngt	LEPC Co-Chairman
Margie Williams	LEPC Clerical Staff	Executive Committee
Arthur Paul, Planner	DE Emergency Management	DEMA
Joe Kalinowski	Deputy Fire Chief,	Fire Department
Wm Jobes, Captain	Safety & Training, Fire Dep.	Fire Department
Buck Brownlee	Riverside Hospital	Hospital
Jeff Kreb	Christiana Hospital	Hospital Representative
Allen Ecker	Dana Transportation	Transportation
Minerva Marrero	Planning, Community Projects	
Peter Besecker	Director, Dep. of Planning	
Chris Berlin	DNREC,	Environmental
Carl Zipfel	WFD HazMat Officer	Fire Department
Scott Turner	Transport Technology Co. Inc	
Ed Gerhart	EPA Region III	Environmental
Glen Schmiesing	Environmental Engineer	Environmental
Bob Barrish	DNREC, Environ. Engineer	Environmental
Carole Dougherty	EPA	Environmental
Mikal Shabazz	EPA	Environmental
Helene Stolker	EPA	Environmental
Kash Srinivasan	Commissioner, Public Works	Public Works
Sid Sharma	Environmental Compliance	
George Merrill	Dep. Chief WFD	Fire Marshall
Jeff Starkey	Licenses & Inspections Dep.	
Bob Schroeder	Noramco	Industry Facilities
<i>position vacant</i>	International Petroleum Corp.	Industry/Chemical Industry
John Gillespie	Pennoni Associates, Inc.	Industry/ Chemical
Williams Perdy	Amtrak, Safety Department	Transportation
Danny F. Miller	Allied Signal Inc.	Industry/Chemical
David Hodas, Environ. Law	Widener University/Law	Community Representatives
George Evans, Vice President	Community Council	Community Representative
Michael Hackett	DART	Transportation
Al Ostrand	DelEASI	Environmental
Joe Leonetti	St. Francis Hospital	Hospital Representative

<b>Name</b>	<b>Organization</b>	<b>Representation</b>
Doug Dillon	Tri-State Maritime Safety	
Wayne Hopkins	DuPont	Industrial/Chemical
Sally Hawkins, President	Delaware Broadcasting Co.	Publicity/Public Information
Vince Jacono	Delmarva Power, Public Affairs	Utilities Representative
David McFadden	Quip Laboratories, Inc.	
Kara Coats	City Solicitor	Local Government
Chris Connelly	Wilmington Police Dept	Law Enforcement
Tom McLaughlin	Public Works	City of Wilmington
Richard Antoff	DNREC	Environmental
James Wright	Courts	State of Delaware
Steve Millard	Christiana Care	Hospital Representative
Andrew Zaun	Magellan Corporation	Industry/Chemical

## **Kent County LEPC**

The Kent County LEPC normally meets the second Tuesday of every odd-numbered month at 10:00 a.m. in the Kent County Public Safety Building. Special programs/events may dictate changing the time and/or location of the meetings. The LEPC consists of over 65 members who represent about 50 plus organizations or facilities in the County. The average attendance at the six meetings was 21 members. All 13 categories of members listed in our By-Laws are represented.

The Kent County Department of Public Safety Chief Colin Faulkner serves as Chairman of the LEPC and Special Operations Officer Lt. David Mick serves as Co-chair. Lt. Mick serves on the Planning and Training Committee of SERC. He also serves as the Co-Chairman of the Decon Trailer User's Group Committee. Both Ch. Faulkner and Lt. Mick participate in the Delmarva Emergency Task Force.

### **Accomplishments for FY 2010**

- Developed an Annual Work Plan and Budget for FY 2011.
- Supported the long-term LEPC Planning Committee.
- The Kent County LEPC addressed all nine of the "Uniform LEPC Performance Measures" during Fiscal year 2010.
- Reviewed the Kent County Emergency Operations Plan for any needed revisions.
- Supported and assisted with the training on the Decon trailer, including the local fire companies.
- Held bi-monthly LEPC meetings.
- Continued support of the Tier II Manager reporting system.
- The Kent County Emergency Operation Center (EOC) participated with a partial activation for both a radiological rehearsal and federally graded exercise simulating a radiological release from Salem Hope Creek Nuclear Power facility. There were no deficiencies reported for Kent County from either exercise.
- The Kent County Emergency Operation Center (EOC) was activated for two winter snowstorm events.
- Members of the LEPC participated in three exercises during the year.
- Provided programs at 6 of the LEPC meetings.
- Promoted the LEPC at public events/open houses.

- Worked with facilities in Kent County to identify hazardous and extremely hazardous substances and insure they are meeting reporting requirements.
- Assisted first responders and facilities in pre-planning, drills, and facility compliance.
- Promoted the Delaware Emergency Notification System to be used in the case of accidental releases at chemical facilities or other emergencies.

### **Goals and Objectives for FY 2011**

- Continue to support the Tier II Manager reporting system.
- Continue work with the facilities in Kent County to identify hazardous and extremely hazardous substances and insure they are meeting reporting requirements.
- Begin a second review of emergency response plans for selected Kent County facilities that maintain an inventory of hazardous and extremely hazardous substances.
- Assist first responders and facilities in pre-planning, drills, and facility compliance.
- Hold bi-monthly LEPC meetings with a program for each meeting.
- Meet the performance measures established by SERC for LEPC's.
- Review and update, as needed, the Kent County Emergency Operations Plan.
- Attend SERC meetings and give activity reports for the Kent County LEPC.
- Attend conferences and training programs to become more knowledgeable in the areas of responsibility for LEPC's.
- Promote the Delaware Emergency Notification System to be used in the case of accidental releases at chemical facilities or other emergencies.
- Continue to support Decon 3 and serve as Co-Chairman of the Statewide Decon Committee.
- Participate in investigations by DNREC or the EPA when called upon.
- Participate in planning and completing tabletop, functional and full-scale exercises in Kent County in accordance with the Statewide Homeland Security Exercise Plan.
- Identify, publicize, and promote opportunities for improvement in emergency responses to hazardous situations in Kent County.
- Promote the Kent County LEPC through the media and static displays.

**Kent County LEPC Membership** (as of June 2010)

<b>Member</b>	<b>Organization</b>	<b>Representation</b>
Mr. Richard Antoff	DNREC Acc. Prev. Group	Environmental
Mr. Robert A. Barrish	Retired	Community Groups
Mr. Charles Boyer	Town of Smyrna	Emergency Management
Ms. Kristie Williams	Discover Financial Services	Facility Operator
Mr. Galen Purcel	Del. State Police Troop 3	Law Enforcement
Ms. Dorothy Lehmann	Conectiv Energy	Facility Operator
Mr. Arthur D. Paul	DEMA	Emergency Management
Mr. Ed Gerhard	U.S. EPA Region III, Sec.	Emergency Management
Mr. Keith Hines	USCG	Transportation
Mrs. Cindy Grygo	Asst. Dir. Kent County EMS	First Aid
Mr. Bill Joline	Dover Wipes Co.	Facility Operator
Mr. David Freeman	KGH Security	Hospital Personnel
Mr. Dave Mick	Decon 3	Environmental
Mr. Jamie Bethard	DNREC-ERB	Environmental
Mr. James Turner	DEMA Director, State EOC	Emergency Management
Mr. Eric Beach	Perdue Farms, Inc.	Facility Operator
Mr. Craig Flanagan	Energizer	Facility Operator
Mr. Bob Pritchett	DNREC	Environmental
Mr. Stanley Catham	Chesapeake Utilities	Facility Operator
Mr. W. Evans Shearon	PPG Industries, Inc.	Facility Operator
Mr. Jay Brabson	DNREC	Environmental
Mr. Ed Givens	Burriss Foods, Inc.	Facility Operator
Mr. Reinhold Betschel	Kent County Wastewater Facility	Facility Operator
Mr. Kevin Sipple	Dir. Kent County 911	Fire Fighting
Mr. Thomas Johnson	U.S. Cold Storage	Facility Operator
Mr. Leroy Garey	ILC Dover Inc.	Facility Operator
Sen. Bruce Ennis	State Representative	Elected Official
Mr. Colin Faulkner	Director of Kent County DPS	Emergency Management
Dr. Gerald C. Llewellyn, Ph.D.	Branch Chief of Public Health	Health Personnel
Mr. Bill Adkins	Burriss Foods, Inc.	Facility Operator
Mr. Douglas Morrow	Sea Watch International LTD.	Facility Operator
Mr. Tom Dwyer	Inland Paperboard & Packaging, Inc.	Facility Operator
Mr. Brett Scott	Kent County Levy Court	Media
Ms. Susan Domm	DAFB 436 CES-CEX	Facility Operator
Lt Paul M. Bernat	Dover Police Dept.	Law Enforcement
Mr. John Collins	Hanover Foods	Facility Operator



<b>Name</b>	<b>Organization</b>	<b>Representation</b>
Mr. Steve Chambers	Hanover Foods	Facility Operator
Mr. Marshall Murdaugh	Metal Masters Food	Facility Operator
Ms. Mary Ellen Motyka	The Dover Wipes Company	Facility Operator
Mr. Mark Herlihy	U.S. Cold Storage	Facility Operator
Mr. Jerry Wiegand	NRG Energy Center Dover	Facility Operator
Mr. Charles Smith	Playtex Apparel	Facility Operator
Mr. David Balcerak	RSVP	Community Groups
Maj. Scott Nickerson	436 ADOS/SGGB	Health Personnel
Mr. Scott Bundek	911 Center	Firefighting
Mr. Bill Ridenour	Magnum Electronics, Inc.	Facility Operator
Ms. Cheryl Russell	Conectiv Power Delivery	Facility Operator
Rep. Pam Thornburg	State Representative	Elected Official
Mr. Michael Towle	Hazardous Site Cleanup Div.	Facility Operator
Ms. Nicole Vautard	Dept. Public Safety	Emergency Management
Mr. Kenneth Belmont	Delaware Public Health	Health Personnel
Mr. Christopher Byrd	Playtex Products	Facility Operator
Mr. Ken Cross	Tidewater Utilites	Facility Operator
Ms. Doris Donella	Tetra Tech EM Inc.	Facility Operator
Fire Chief Dwight Davis	DAFB Fire Company	Fire Fighting
Mr. Kevin Harding	Camdel Metals	Facility Operator
Mr. Brad Hastings	Port Exchange	Facility Operator
Mr. Paul Huffman	Advantec	Facility Operator
Mr. Carleton Carey	KC Fire Chiefs/City of Dover	Fire Fighting
Mr. Vincent Lynch	Perdue	Facility Operator
Mr. Robert Newnam	Director of DSFS	Fire Fighting
Mr. Rodney Carl	Walmart Industries	Facility Operator
Mr. Fred Bowen	Delaware Motor Transport	Transportation
Mr. Wayne Hutchison	City of Dover	Emergency Management
Mr. George Steady	DE Storage & Pipeline	Facility Operator
Mr. Jeff Vadakin	Magnum Electronics	Facility Operator

## **Sussex County LEPC**

### **Accomplishments FY 2010**

- At the March 11, 2010 Sussex County LEPC Meeting, a special presentation was made to Marilyn O'Neal by David Baker, Sussex County Administrator and Joe Thomas, Director of Sussex County Emergency Operations Center. A plaque was presented to Marilyn in appreciation for her work as the interim Sussex County LEPC Chairman.
- Six LEPC meetings were held with presentations on the following topics:
  - Chris Ennis of DSP-EOD team and Matt Higgins of DNREC-ERB made a joint presentation on their organizations' ability to work together in the event of a chemical release.
  - Doug Williams of GW Stephens, a local surveying/engineering firm, provided a presentation of the company's 3-D laser imaging capabilities.
  - Cheryl Littlefield provided the LEPC an overview of her role as the Trauma and Emergency Management Coordinator for Beebe Hospital.
  - Milt Warren of Delmarva Two-Way Radio, as well as representatives from Motorola, provided an interesting overview of various wireless data devices along with a display of some of the devices.
  - Marilyn O'Neal of Perdue and Jay Brabson of DNREC-ARP provided a presentation on industry and DNREC's perspective on Process Safety Management.
  - Joe Hopple, Education Coordinator for Sussex County EMS, provided a presentation on the EMS Med Surge unit.
  - Mark Corbishley, OIC of USCG Station-Indian River Inlet, along with Keith Hines, assigned to USCG, Lewes provided the group with a interesting discussion of their respective unit's roles and responsibilities.
- Provided updated Tier II facility information to each Sussex County fire company Chief about the use and storage of chemicals in their district.
- Members of the Sussex LEPC and SCEMS attended the 3<sup>rd</sup> Annual Statewide HazMat conference in April 2010.
- Continued an active membership in the SERC Planning and Training committee.
- Continued an active membership in the SERC Information Technology committee.
- Established an active membership in the HazMat Conference Planning Committee.
- Marilyn O'Neal continues to participate as an active member of the Delaware River Bay Oil Spill Committee.
- Attended all Sussex County Fire Chiefs' meetings with a report on LEPC activities.
- Developed a working long range plan of visits to EHS facilities.

**Goals and Objectives for FY 2011**

- Develop a plan of facility visits to review emergency response plans, as well as assist with reporting procedures, if needed.
- Review/revise Sussex County Hazardous Material Response Plan.
- Continue to build membership in the LEPC.
- Conduct regular meetings with informative presentations.
- Continue to actively participate as a member of the Planning and Training Committee.
- Develop a plan to re-establish the Seaford Mutual Assistance Group.
- Continue to actively participate as a member of the Information Technology committee.
- Continue indentifying map coordinates for all new Sussex County Tier II facilities.
- Locate and include new facilities in the chemical reporting program for Sussex County and State of Delaware.
- Meet with first responders to discuss concerns and facility emergency response plans.
- Conduct and participate in planned exercises.

**Sussex County LEPC Membership** (as of June 2010)

<b>Name</b>	<b>Organization</b>	<b>Representation</b>
Charles B. Stevenson IV	Sussex County EOC	LEPC Chairperson
Marilyn O'Neal	Perdue Farms	LEPC Vice-Chairperson
Chief W. Scott Collins	Selbyville Police Dept.	Law Enforcement
Edward Huey	Milford Police	Law Enforcement
Joseph Thomas	Emergency Preparedness, Dir.	Emergency Management
David Mick	KC LEPC	Emergency Management
Arthur D. Paul	DEMA	Emergency Management
Bill Betts	SERC	SERC
Bob Barrish	Citizen/SERC	SERC
Robert Stuart	Director, Paramedic Office	Emergency Medical Svcs.
Tim Cooper	Sussex County EMS	Emergency Medical Svcs.
Kort Dickson	Perdue Farms	Industry
Ron Dukes	Perdue Farms	Industry
Tanya Rogers-Vickers	Perdue Farms	Industry
Therman Hopkins	Perdue Farms	Industry
Thomas Hicks	Schering-Plough	Industry
Michael Layton	Growmark FS	Industry
Thomas Stowe	Invista	Industry
Brad Ebaugh	Delaware Electric Coop.	Industry
Bob Kendell	Mountaire	Industry
John Ward	Mountaire	Industry
Joe Beyerl	Mountaire	Industry
Michael Calloway	Mountaire	Industry
Randy Bell	Suburban Propane	Industry
Bill Ridenour	Magnum Electronics	Industry
Allen Reese	Magnum Electronics	Industry
Jonathan Scheibe	BASF Corporation	Industry
Jim Mooney	Long Neck Water Co.	Industry
Steve Denny	Pictsweet	Industry
Jim Smith	Delmarva Power	Industry
Mark Lucy	Miller Env. Group	Local Environ. Response
Jeff Toy	Miller Env. Group	Local Environ. Response
Ellen Malenfant	DNREC/ERB	Environmental
Jamie Bethard	DNREC/ERB	Environmental
Shannon Splittorff	DNREC/EPCRA	Environmental
Matthew Higgins	DNREC/ERB	Environmental
Richard Antoff	DNREC/ARP	Environmental
Jay Brabson	DNREC/ARP	Environmental
Michael Welch	US EPA	Environmental
Allen Atkins	Town of Milton	Public Works

<b>Name</b>	<b>Organization</b>	<b>Representation</b>
Terry Kauffman	Bay Health, Milford Hospital	Hospital
Jeff Reed	DelDOT Southern Division	Transportation
Dawn Wright	DelDOT Southern Division	Transportation
Carl Davis	Sussex Citizen Corp. EMS	Community Group
Rosanne Pack	DEMA	Public Information Officer
David H. Ennis	DelTech, Gov. Rel. Consultant	Community Group
Jerry Williams	Del Tech	Community Group
Steve Rohn	Del Tech	Community Group
Kevin Marrow	Dentsply	Industry
Marc Evans	U.S.Army CST	Military
Brian Parsons	State	Law Enforcement
Burt Parker	State	Law Enforcement
Andrew Vahey	Pepco Holdings	Industry
Andy Johnson	Fire Chief	Fire Service
Angie Townsend	City of Georgetown	Municipal
Bernard Carter	U.S. Army CST	Military
Beth Sise	Mountaire	Industry
Bill Buckaloo	Comcast	Industry
Bill Prettyman	Amateur Radio	Emergency Services
Brian Schilling	Southern States	Industry
Brian Pepper	Pep Up Incorporated	Industry
Chip Guy	PIO Sussex County	County
Colleen Casey	Verizon Wireless	Industry
Dan King	Clean Venture	Environ. Response
David Ruff	Town of Blades	Municipal
Doug Murray	Bethany Beach Fire Co.	Fire Service
Doug Scott	Town of Millville	Fire Service
Hallie Jackson	WBOC	News Media
Gerald Llewellyn	Health Department	Public Health
Keith Hines	US Coast Guard	Military
William Matsinger	Town Of Blades	Municipal

## Attachment 4

### DNREC Emergency Response State Fiscal Year 2010 Summary of Activities

Statistics for state fiscal year (SFY) 2010 show DNREC's Emergency Response Team (ERT) responded to 306 incidents. This is compared to 302 responses in SFY 2009. SFY 2010 showed a slight increase for the first time in three years in the total number of responses. As with previous years, DNREC's highest percentage of responses continue to be transportation related spills and releases primarily from motor vehicle accidents. The second highest responses were to residential heating fuel spills.

The DNREC Emergency Response Team provided the Hazardous Materials support function as part of a "joint hazard assessment team" with other emergency response and law enforcement agencies during the September 2009 and May 2010 multi-day NASCAR race events at Dover International Speedway. DNREC ERT provided support to three several other large scale multi-hazard events including, the September 2009 return of the National Guard 261<sup>st</sup> Signal Brigade ceremony and the Biden visit to the former General Motors and proposed Fisker facility, the January 2010 funeral of Mrs. Jean Biden, and the May 2010 Police Memorial dedication in Dover.

The DNREC ERT participated in several drills and exercises with its local, state and federal response partners including, Beebe Medical Center community-wide exercise evaluating the Medical Centers' decontamination capabilities, Dover Air Force Base jet-A fuel spill Full Scale Exercise, and the United States Coast Guard oil spill exercise at the Conoco Phillips refinery in Trainer, PA.

Noteworthy oil and hazardous materials responses during SFY 2010 included:

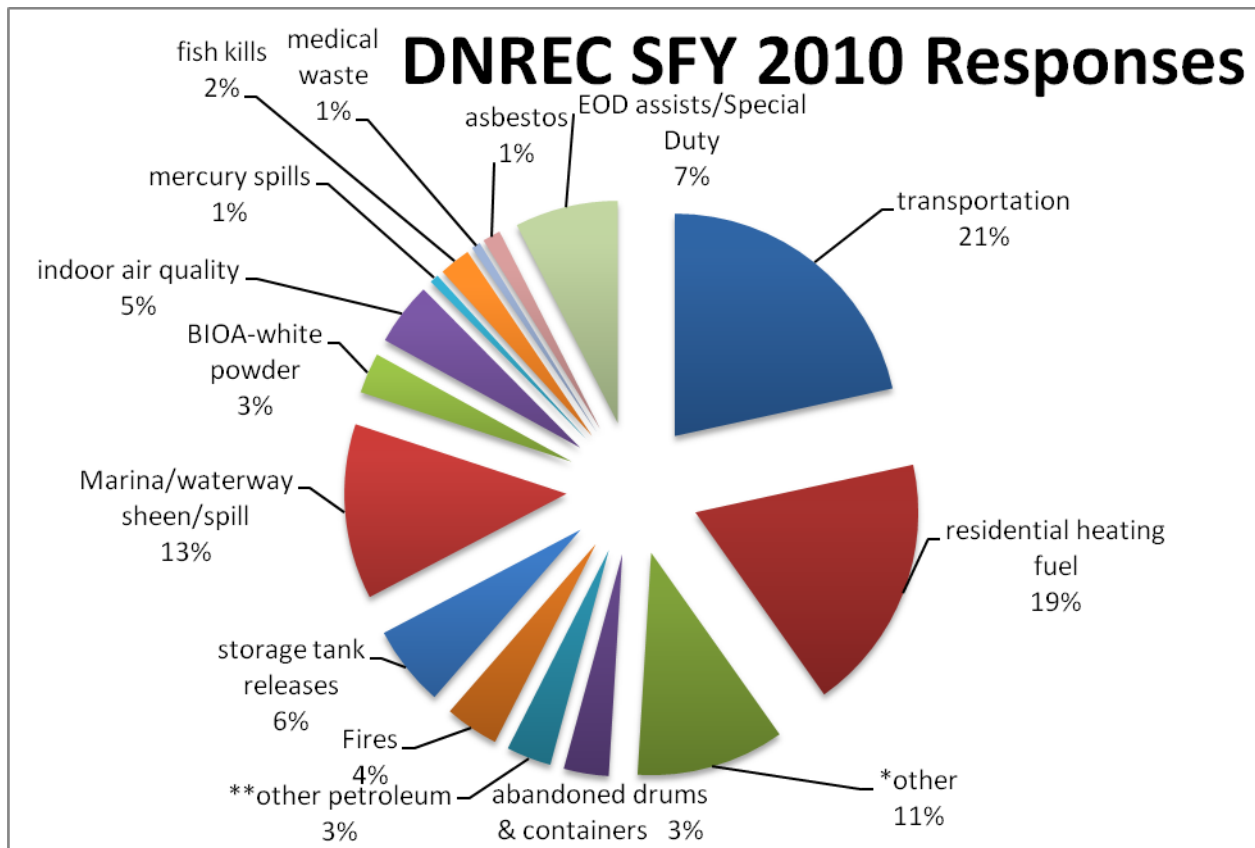
- Emergency removal of buried drums behind the Blue Hen Corporate Center in Dover. A total of 58, 55-gallon drums were uncovered and removed from the site.
- Coastal storm damage assessment in Sussex County.
- Chemical fires at Ciba in Newport and at Honeywell in Claymont where there was a large fire service response to each fire including the New Castle County Decon unit.
- Submerged vehicle in Massey's Ditch.
- Mixed-load tractor trailer accident at I-95 and I-295 with leaking drums.

### DNREC HazMat Response Summary State Fiscal Year 2010

TYPE OF RESPONSE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL	PERCENT
transportation	18	10	18	20	66	22%
residential oil spills	6	18	22	11	57	19%
*other	10	8	8	7	33	11%
abandoned drums & containers	2	3	0	5	10	3%
**other petroleum	3	1	4	2	10	3%
Fires	2	2	4	4	12	4%
storage tank releases	5	6	5	2	18	6%
Marina/waterway sheen/spills	13	12	5	9	39	13%
Sunken Vessels	0	0	0	0	0	0%
BIOA (white powder)	2	2	4	1	9	3%
indoor air quality	1	3	5	5	14	5%
Mercury Spills	0	0	0	2	2	1%
fish kills	3	0	1	3	7	2%
medical waste	0	1	0	1	2	1%
asbestos	0	2	0	2	4	1%
tar balls	0	0	0	0	0	0%
EOD Assists/Special Duty	5	6	2	10	23	8%
WMD	0	0	0	0	0	0%
<b>Total Number of Responses</b>	<b>70</b>	<b>74</b>	<b>78</b>	<b>84</b>	<b>306</b>	<b>100%</b>

RESPONSES BY COUNTY						
New Castle County Responses	23	50	35	45	153	50%
Kent County Responses	18	6	10	24	58	19%
Sussex County Responses	29	18	33	15	95	31%
<b>TOTAL</b>	<b>70</b>	<b>74</b>	<b>78</b>	<b>84</b>	<b>306</b>	<b>100%</b>

SFY 2010 SERT INCIDENTS	INCID. #	SERT Level
<b>Quarter 1</b>		
Lewes Dairy	090807-01-1NS	1
<b>Quarter 2</b>		
Port of Wilmington Tank Wash Spill	091107-01-1NN	1
<b>Quarter 3</b>		
Sodium Cyanide Suicide	100125-02-1NN	1
<b>Quarter 4</b>		
Dupont Experimental Station Fire	100514-01-1NN	1





## Attachment 5

### SERC Funds – 2010 Fiscal Year Summary (Based on figures from January 2010 through June 2010)

#### **SERC Fee Holding Account:**

Carryover from 2009 calendar year	+ \$ 272,234
Disbursement in Jan 2010 to Sussex LEPC for FY 2009	- \$ 30,095 (a)
Fees collected thus far in 2010 calendar year	+ \$ 288,700 (b)
Projected reimbursements thus far	- \$ 80 (c)
Annual disbursements approved at June 2010 meeting	- \$ 278,681 (d)
Annual transfer to decon trailer replacement fund	- \$ 0 (d)
	-----
Account balance as of end of June 2010	\$ 252,078

#### **Decon Trailer Replacement Account:**

Carryover from 2009 calendar year	+ \$ 224,258
Transfer into account in June 2010	+ \$ 0 (d)
Interest received thus far in 2010 calendar year (first 5 months)	+ \$ 2,191 (e)
Interest taken for State budget shortfall	- \$ 0 (f)
	-----
Account balance as of end of June 2010	\$ 226,449

#### Notes:

- a) When the SERC approved annual disbursements in June of 2008 for FY 2009, the Sussex County LEPC had submitted a full budget request to the SERC. However, the Sussex LEPC was going through a re-building phase. They did not have an LEPC staff person, but were planning to hire. The SERC approved funding for the Sussex County LEPC for FY 2009, but the LEPC was to hire for their position first, and then submit a revised budget to cover the balance of the Fiscal Year. Funding was to be provided to Sussex County for FY 2009 once the final, adjusted budget request was received. Sussex County hired an LEPC staff person part way through the Fiscal Year, but did not submit a revised budget request. A retroactive request for FY 2009, documenting actual expenditures, was submitted in December 2009 and funds disbursed in January 2010.
- b) Reports and fees from facilities covering calendar year 2009 were due (to be postmarked) by 3/1/10. A small amount of additional fees are expected as we continue to follow up on delinquent reporters. Net fees received in 2009 totaled \$305,120.
- c) Reimbursements will be necessary to a small number of facilities for reporting errors. These are typically mailed to facilities later in the year. Reimbursements in 2009 totaled \$400.
- d) Disbursements approved in June 2010 for FY 2011 were as follows:

<b>Organization</b>	<b>Approved Allocation</b>
City of Wilmington LEPC	\$ 53,401
New Castle County LEPC	\$ 78,094 *
Kent County LEPC	\$ 46,900
Sussex County LEPC	\$ 64,906
DEMA (for decontamination trailer maintenance/equipment account)	\$ 10,000
DSFS (for SERC IT Committee)	\$ 8,090
DNREC/DAWM EPCRA Program support	\$ 17,290
<b>Total</b>	<b>\$ 278,681</b>

\* FYI - Request was approved, but funds are to be held by DSHS until a signed contract is in place between the County and the LEPC.

<b>Additional Transfers</b>	<b>Approved Amount</b>
Decon Trailer Replacement Fund **	<b>\$ 0***</b>
Decon Trailer Replacement Fund **	Interest on SERC fee holding account shall continue to be deposited into the decon trailer replacement fund as received.

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

\*\*\*Because of shortfall, the SERC decided not to deposit the usual 10% of annual fees into this account as done in previous years.

- e) Interest will continue to accumulate. 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) Interest earned on the SERC Fee Holding Account is periodically being taken and transferred to the State General Fund to help with the budget shortfall (even after transfer into the Decon Trailer Replacement Account). None has been taken yet in calendar year 2010. No interest earned on the Decon Trailer Replacement Account is being taken.

<b>DELAWARE STATE EMERGENCY RESPONSE COMMISSION</b>			
<b>Member List as of June 2010</b>			
<b>Chairperson</b>	Mr. Lewis D. Schiliro. Secretary Department of Safety & Homeland Security	Public Safety Building P.O. Box 818 Dover, DE 19903	Phone: (302) 744-2680 Fax: (302) 739-4874
<b>DeIDOT</b>	Ms. Carolann Wicks Secretary Department of Transportation	Highway Administration Bld P.O. Box 778 Dover, DE 19903	Phone: (302) 760-2303 Fax: (302) 739-4329
<i>Designated Proxy</i>	Mr. Gene Donaldson Operations Manager Transportation Management Ctr.	169 Brick Store Landing Rd. Smyrna, DE 19977	Phone: (302) 659-2401 Fax: (302) 659-6128
<b>DSP</b>	Col. Robert M. Coupe Superintendent Delaware State Police	Headquarters Bld., Rt. 13 P.O. Box 430 Dover, DE 19903	Phone: (302) 739-5911 Fax: (302) 739-5966
<i>Designated Proxy</i>	Lt. Col. James Paige		
<b>DEMA</b>	Mr. James E. Turner, III Director DE Emergency Mgt Agency	Emergency Operations Ctr. 165 Brick Store Landing Rd. Smyrna, DE 19977	Phone: (302) 659-3362 Fax: (302) 659-6855
<i>Designated Proxy</i>	Mr. Glenn Gillespie		
<b>DNREC Vice-Chair</b>	Mrs. Marjorie Crofts Director – DNREC Division of Air & Waste Mgt.	89 Kings Hwy. Dover, DE 19901	Phone: (302) 739-9400 Fax: (302) 739-1894
<b>Fire Marshal (FMO)</b>	Mr. Grover P. Ingle State Fire Marshal	DE State Fire Service Center 1537 Chestnut Grove Road Dover, DE 19904	Phone: (302) 739-5665 Fax: (302) 739-3696
<i>Designated Proxy</i>	Mr. Michael G. Chionchio, Assistant State Fire Marshal		Phone: (302) 323-5375 Fax: (302) 323-5366
<b>Public Health</b>	Dr. Karyl Rattay Director Division of Public Health	Jesse Cooper Building 417 Federal Street Dover, DE 19901	Phone: (302) 744-4818 Fax: (302) 739-6659
<i>Designated Proxy</i>	Dr. Gerald Llewellyn, Chief Environmental Health		Phone: (302) 270-1823 Fax: (302) 739-3839
<b>Fire School (DSFS)</b>	Mr. Robert Newnam Director DE State Fire Service Center	1461 Chestnut Grove Road Dover, DE 19904	Phone: (302) 739-4773 Fax: (302) 739-6245
<i>Designated Proxy</i>	Mr. Steve Martin, Dep. Director		
<b>Fire Prevention Commission</b>	Mr. Bill Betts Fire Prevention Commission	P.O. Box 46 Frederica, DE 19946	Phone: (302) 335-3437 Fax: (302) 739-4436
<b>Rail Transportation</b>	Mr. Robert Byrd Industry Representing Rail	Wilmington Trust Center 1100 N. Market St. ,S-1000 Wilmington, DE 19801	Phone: (302) 427-4244 Fax: (302) 778-7833

## DELAWARE STATE EMERGENCY RESPONSE COMMISSION

<b>Air Transportation</b>	Mr. Alfred F. Johnson, Jr. Industry Representing Air	4403 Irish Hill Road Magnolia, DE 19962	Phone: (302) 335-5454 Fax: (302) 335-3922
<b>Highway Transportation</b>	Mr. Fred Bowen Industry Representing Highway	P.O. Box 710 Selbyville, DE 19975	Phone: (302) 988-6218 Fax: (302) 436-9097
<b>Water Transportation</b>	Mr. Steve Owens Industry Representing Water	206 Peeblecreek Place Bear, DE 19963	Phone: (302) 832-2234
<b>Shippers</b>	Mr. Ralph T. Baker Industry Representing Shippers Baker Safety Equipment, Inc.	4369 S. DuPont Pkwy. Townsend, DE 19734	Phone: (302) 652-7080 Fax: (302) 652-3205
<b>Chemical Users</b>	Mr. Stephen Rahaim Industry Representing Users DuPont Co., Inc.	Legal D7099 1007 Market Street Wilmington, DE 19898	Phone: (302) 774-8720 Fax: (302) 774-1189
<b>Consignees</b>	Mr. James Lee Industry Representing Consignees Noramco	500 Swedes Landing Road Wilmington, DE 19801	Phone: (302) 888-4456 Fax: (302) 652-4417
<b>DE Volunteer Firemen's Association</b>	Senator Bruce C. Ennis Director DE Volunteer Fireman's Association	522 Clayton Road Smyrna, DE 19977	Phone: (302) 744-4351 Fax: (302) 739-2313
<i>Designated Proxy</i>	Mr. James L. Cubbage, Jr. Executive Secretary	PO Box 1849 Dover, DE 19903	Phone: (302) 734-9390 Fax: (302) 734-9404
<b>City of Wilmington</b>	Mr. Joseph G. DiPinto Representative, State of Delaware Chair, City of Wilmington LEPC	2607 W. 18 <sup>th</sup> Street Wilmington, DE 19806	Phone: (302) 655-8749 Phone: (302) 739-4079 Fax: (302) 739-2773
<i>Vice Chair</i>	Mr. George Giles		
<b>New Castle County</b>	Mr. David H. Irwin Chair, New Castle County LEPC	LEPC of NCC c/o Office of Emergency Mgt New Castle County Government Center	Phone: (302) 665-1180 Fax: (302) 395-2705
<i>Co-Vice Chairs</i>	Mr. Joseph Murabito Rep. Thomas Kovach	87 Reads Way New Castle, DE 19720	Phone: (302) 233-3085
<b>Kent County</b>	Chief Colin Faulkner Chair, Kent County LEPC	Kent County Department of Public Safety 911 Public Safety Blvd.	Phone: (302) 735-3461 Fax: (302) 735-3473
<i>Co-Chair</i>	Lt. David Mick	Dover, DE 19901	
<b>Sussex County</b>	Mr. Charles B. Stevenson, IV Chair, Sussex County LEPC	Sussex County Emergency Operations Center 21911 Rudder Lane Georgetown, DE 19947	Phone: (302) 855-7810 Fax: (302) 855-7805