

**Kent County
LEPC Meeting Minutes**

March 8, 2011

Attendees

Dave Mick	<i>KCDPS</i>	Nicole Vautard	<i>KCDPS</i>
Kevin Sipple	<i>KCDPS</i>	Colin Faulkner	<i>KCDPS</i>
Bob Barrish	<i>Citizen</i>	Charlie Boyer	<i>Town of Smyrna</i>
Charles Stevenson	<i>Sussex LEPC</i>	Dave Irwin	<i>NCC LEPC</i>
Art Paul	<i>DEMA</i>	Barbara Shufelt	<i>ARC</i>
Jay Brabson	<i>DNREC</i>	Marc Brenner	<i>Lenis Environmental</i>
J. Allen Metheny	<i>KCVFA</i>	Chris Byrd	<i>Energizer</i>
George Giles	<i>Wilmington LEPC</i>	Margie Williams	<i>Wilmington LEPC</i>
Lisa Dunaway	<i>DHS</i>	Roger Minner	<i>DHS</i>
Ellen Malenfant	<i>DNREC</i>	John Melvin	<i>DAFB Fire</i>
Vincent Lynch	<i>Perdue</i>	Eric Beach	<i>Perdue</i>
Ron Dukes	<i>Perdue</i>	Barry Laiss	<i>DSP/KentCom</i>
Dan King	<i>Clean Venture</i>	Thomas Pasvecius	<i>DSP Troop 3</i>
Kris Gontkowsky	<i>DNREC</i>	Joe Tyler	<i>US Cold Storage</i>

Dave Mick called the meeting to order at 10:00 am.

The minutes of the last meeting were approved.

Welcome from Dave and introduction of all the attendees.

Current Issues

Dave Mick – DECON – Regular training conducted on 3rd Tuesday of every month. No responses. Hartly withdrew from program and returned Field Decon Unit, whose primary mission is to support Hospitals. Harrington is currently housing one and have just gotten back involved and scheduled training. We have a good working relationship with Dover Air Force Base and are currently working with them on an exercise.

Dave Mick – Technical Rescue Team – Organizational meetings held to map out a training schedule. Statewide Trench Rescue Weekend to be held and to include all three counties. The Collapse Rescue Exercise has been moved back to the fall of 2011. New initiative to have a Statewide Search and Rescue Plan. The Chair of this project rest with fire school.

Tier II Reporting – Kris Gontkowsky –

1. Funds

- a. End of Calendar Year 2010: \$260,000 carry-over in SERC Free Fund
- b. \$242,000 collected so far this year from 2010 Tier II reports which are due March 1, 2011.

2. Reporting

- a. 1,603 facilities have submitted their 2010 report through Tier II Manager.
- b. 30 facilities have initiated but have not completed their report.

- c. 274 active facilities have not started the reporting process (a small number of these may be hardcopy submissions which we have not processed and entered at this point).

3. Steps Forward

- a. Work on reviewing received submittals for data quality/compliance issues. Follow-up with facilities as needed.
- b. Send Tier II system email (on 03/21/2011) to all active facilities that have not completed their 2010 report.
- c. Subsequent system emails to be continually sent each Monday to all active facilities that have not completed their 2010 report.
- d. Phone calls to facilities with delinquent reports/fees to being on 04/04/2011.

Ellen Malenfant – Tier II Manager Upgrades – Discussions with SERC’s IT Committee regarding funding. Upgrades may start next year.

Art Paul– SERC – Next meeting tomorrow and will be looking at approving budget.

Art Paul– DENS – Changing over to a web based system. Working smoothly. Key Features of this new system is it has a training module and is a lot more user friendly.

Old Business

Dave Mick – Outreach Incentives – Brochure being worked on and I have provided some information. Hope to have more details for the next LEPC meeting.

Dave Mick – FY10 Budget – Continue to operate as normal.

Bob Barrish – Facility Visits – No visits conducted since last meeting due to weather. Currently going through and picking out critical facilities that need visited first. There are a few facilities that don’t need visited. Will put together lists for next meeting. Later in the year I will start re-visiting facilities. I attended a Emergency Response Presentation put on by Caulk Densply. It was a real nice presentation and all their key people were involved.

Charles Stevenson – Sussex County LEPC – Nothing new to report. Next meeting Thursday at 10:00.

Dave Irwin – New Castle County LEPC – Our objective for this year is to conduct a functional exercise. Currently in the process of forming a team to come up with a scenario. Plan to have the exercise on Saturday, June 4th from 9:00 am – 12:00 pm. New businesses coming to County (purchased General Motors & Valero) and bringing job opportunities. Currently working on Hazmat Conference. We were very successful in getting Christiana School District to accept our brochure and distribute among their schools.

George Giles – City of Wilmington LEPC – Normal activity – completed facility visits and updated Hazardous Response Plan. Did have a release of Anhydrous Ammonia at one of Port of Wilmington sites. It was confined and all went well. Our next meeting is Friday at 10:00 am at our Emergency Operations Center.

Dave Mick – Exercise Program – Tabletop exercise being planned involving a rail incident in Harrington. It will involve Norfolk Southern. Plan on keeping it small. Great participation from Norfolk Southern who have their own training program. Currently trying to nail down a date.

Art Paul – 2010 Statewide Hazmat Conference – Registration forms are available. Conference is April 1st and 2nd at the Smyrna Readiness Center. Around 15 different sessions available. This conference is an excellent training opportunity and is FREE!!!

Dave Irwin – 2010 Statewide Hazmat Conference – World renowned speakers will be at the conference. Some of the sessions will be repeated so that everyone has an opportunity to attend them. March 18th is the registration deadline.

New Business

Bob Barrish – Year End Facility Dinner – Should start planning now and open this dinner to all facilities and have a presentation.

Dave Mick – Year End Facility Dinner – Plan to make it an end of the fiscal year event.

Program

Transcaer (Transportation Community Awareness and Emergency Response – George Giles – A network of emergency Response Resources providing planning assistance, resource training, etc and is free. Art Paul is the Chairperson and I am the Co Chairperson. Transcaer is providing a national campaign for Anhydrous Ammonia training on June 22 & 23. Brochures and DVD's available for everyone.

Meeting adjourned.

Next LEPC meeting scheduled for **Tuesday, May 10, 2011.**

Respectfully submitted,

Nicole Vautard

Nicole Vautard
Kent County Dept. of Public Safety
LEPC Secretary