

**Kent County
LEPC Meeting Minutes**

November 9, 2010

Attendees

Scott Bundek	<i>KCDPS</i>	Nicole Vautard	<i>KCDPS</i>
Bob Barrish	<i>Citizen</i>	Mark Herlihy	<i>USCS</i>
Joseph Tyler	<i>USCS</i>	J. Allen Metheny	<i>DVFA</i>
Jerry Llewellyn	<i>Public Health</i>	Galen Purcell	<i>DSP-Troop 3</i>
Art Paul	<i>DEMA</i>	Lake Bass	<i>Little Creek FD</i>
Carleton Carey	<i>City of Dover</i>	Jeff Vadakin	<i>Magnum Electronics</i>
Shannon Perrera	<i>Magnum Electronics</i>	John Ryan	<i>USCG</i>
Jay Brabson	<i>DNREC</i>	Bruce Ennis	<i>Public Member</i>
Cheryl Russell	<i>Delmarva Power</i>	Kevin Sipple	<i>KCDPS</i>
Harvey Velott	<i>DAFB</i>		

Scott Bundek called the meeting to order at 10:00 am.

The minutes of the September meeting were approved.

Welcome from Scott and introduction of all the attendees.

Current Issues

Scott Bundek – DECON – No activations. September was NASCAR race weekend. October 15th stand-by for Presidential event at Frawley Stadium. November 4th stand-by for Return Day in Georgetown. Regular training nights continue. Decon User's Group's FDU 51 O.O.S. is pending relocation. Medical evaluation form being developed for standardization statewide (NCC, Kent, Sussex, DNREC, and 31st CST). Technical Rescue Team had no activations. October 1st & 2nd was Trench Rescue training. October 22⁻²⁴ was Structural Collapse Operations training.

Tier II Reporting – BobPritchett – Report sent through e-mail.

General Program Related Items:

- Still awaiting approval to fill our vacant Environmental Scientist position (formerly filled by Shannon Splittorff).
- As a reminder to facilities...because of our staffing situation, we will not be conducting Tier II training sessions this year. In past years, we offered a series of training sessions around the State during the first two weeks of December. Any facilities needing assistance should contact the EPCRA Reporting Program at (302)739-9405. We will assist them individually with any questions on the reporting requirements, and use of the on-line Tier II Reporting System.

Tier II Reporting:

- Number of calls beginning to increase from facilities in preparation for 2010 reports due March 1, 2011.
- We are currently reviewing and updating our annual reporting instructions and on-line guidance documents for the 2010 reporting year. Our annual notice to facilities reminding them of the March 1 deadline for 2010 Tier II reports will be distributed during the first week in January. For

facilities that report on-line, the notice will be done by e-mail through the Tier II Manager System. (We used this approach last year to cut printing and postage costs. It proved effective, and will be used again this year). For the handful of facilities that still report on paper, we will mail them a hardcopy notification.

- There are no changes to the Tier II reporting requirements or the Tier II Manager on-line System for the 2010 reporting year. The only change this year is the address for submissions to the EPCRA Reporting Program. As noted previously, we moved in May of this year. We distributed notices at that time, but will highlight the new address again in our annual reporting notifications to facilities.

Our new address is:

EPCRA Reporting Program, DNREC
Blue Hen Corporate Center
655 S. Bay Road, Suite 5 N
Dover, DE 19901

Tier II Manager System:

- We have identified a GIS support person in our Department who is able to help us part time with the project to plot all Tier II facilities on a GIS layer for loading within Tier II Manager. This project was on hold, but is moving again. The lat/longs provided by the 911 Dispatch Center reps from each county earlier this year are being used in this project.

Toxics Release Inventory (TRI):

- The 2009 TRI data was due from the larger manufacturing facilities around the State by July 1 of this year. We are finishing our analysis of the data, and plan to release our annual reports (a detail report and a summary report) publicly before the end of November. As with last year, printed copies are not being produced in order to cut costs. Copies will be available electronically on the Web, and a limited number of CDs will be available as well.

Art Paul– SERC – No meeting since the last LEPC meeting. Sub-grant packages have gone out.

Art Paul– DENS – Next Wednesday fist call is coming to do training. First call is constantly improving the system. Testing to be conducted before the year is over.

Scott Bundek – DENS – Do publicity in prone areas that need DENS and encourage people to list their phone numbers.

Old Business

Scott Bundek – Outreach Incentives – Nothing to report.

Scott Bundek – FY10 Budget – Operating within the means. Coming years' budgets will get stricter.

Bob Barrish – Facility Visits – Six visits conducted since the last meeting. Year to date total is sixteen. Four left to visit by the end of the year.

Scott Bundek – Exercise Program – October 14th was the Flood Tabletop Exercise. It was very well attended. Great discussion and interaction between City and County Government Officials. Continuity of operations appeared to be a manageable issue. After Action Conference scheduled for this month.

Carleton Carey – Exercise Program – All departments represented. Good reports received. Went very well.

Art Paul – 2011 Statewide Hazmat Conference – Will be held April 1st & 2nd at the Smyrna Readiness Center. Friday night will be dinner and a speaker from 6:00 – 8:30 pm. Saturday will be breakout sessions from 8:00 am – 4:30 pm. There is no cost for this conference.

New Business

Bruce Ennis – Senate Bill Number 287 – This Act clarifies that volunteer Hazmat team members who are operating under the authority and direction of DNREC and are no longer employed by private industry continue to be members of the Hazmat team and as such remain eligible for applicable workers' compensation coverage while assisting DNREC in a voluntary capacity during a Hazmat incident.

Bob Barrish – Dinner – was hosted for facilities in area went very well. Attendance was good. Kent County should continue with this dinner and start planning for it earlier.

Art Paul – Funds have been included to be able to hold these dinners.

Bruce Ennis – Propane Tanks – Brochure was discussed at earlier meeting, what's the status?

Scott Bundek – No brochure produced. Instead Kent County Inspections and Enforcement met with the residents and educated them on how to secure tanks. A lot of propane companies have been securing the tanks on their own. Felt this meeting would be more beneficial than a brochure.

Harvey Velott – DAFB – Would like to develop better interactions with communities. Would like our command of control to be familiarized with Kent County's. Will conduct exercises in the future and would like to involve Kent County more so that they can get to know the base's capabilities.

Program

N/A

Meeting adjourned.

Next LEPC meeting scheduled for **Tuesday, January 11, 2011.**

Respectfully submitted,

Nicole Vautard

Nicole Vautard
Kent County Dept. of Public Safety
LEPC Secretary