



Local Emergency Planning Committee
of New Castle County
c/o Office of Emergency Management
3601 N. DuPont Highway
New Castle, DE 19720
Phone (302) 395-2700
FAX (302) 395-2705
David Irwin, Chairman
Phone (302) 395-3633

**Meeting Minutes
January 12, 2009**

*Host: University of Delaware, Dept. of Occupational Health & Safety
Location: 220 S. Chapel Street, Newark, DE*

The regular meeting of the NCCLEPC was held on the above noted date and place. Chairman Irwin thanked the University of Delaware for hosting the meeting and their support of the LEPC. At Chairman Irwin's request, a round of introductions was held.

Welcome:

Mr. David Levandoski welcomed and thanked everyone in attendance and introduced the Director, Ms. Robin Elliott. Ms. Elliott provided a brief presentation about the University of Delaware. She mentioned there are 450 buildings with 2000 acres, and educational centers in Wilmington, Lewes, and Georgetown.

Approval of Agenda/Minutes: Babak Golgolab made a motion to approve the agenda and minutes. Mark Dolan seconded the motion. All in attendance unanimously approved.

Committee Reports:

Finance: Bill McCracken reported the LEPC budget as follows:

\$123,409.00 – FY 09 Appropriation
- 51,269.74 – Expenses to Date
\$ 72,139. - Balance

Training: Mark Dolan presented the attached NCCIHMR training report. Chairman Irwin asked if everyone was familiar with NCCIHMR or if a brief presentation should be presented at a future LEPC meeting. It was agreed that a presentation would be given.

Transportation: Al Stein was not in attendance. Chairman Irwin advised that Mr. Stein is still recovering from an illness. Bruce Galloway did not have a report this meeting, but will provide a report on highway safety at the next meeting. Anthony Murray from the U.S. DOT advised the following rulemakings are expected to be published: Miscellaneous Cargo Tank Motor Vehicle and Cylinder Issues in January 2009; Revision to Requirements for the Transportation of Batteries and Battery-Powered Devices and Harmonization with International Standards, and Improving the Safety of Railroad Tank Car Transportation in 2009 in the Federal Register. For additional information, go to the website: www.phmsa.dot.gov/hazmat/regs/rulemaking. Mr. Murray also mentioned that the International Association of Fire Chiefs and the DOT met in November to look into fusion centers nationwide to collect data and statistics on incidents. He also mentioned the training video on “how to use” the 2008 Emergency Response Guide Book is on the DOT website. For additional information go to: www.phmsa.dot.gov/hazmat/library/erg and scroll down to

“Related Links” and click on “Video”. Free hard copies of the video will be available in the future. Mr. Murray answered several questions from members on the information he reported.

Staff Report: Bill McCracken presented the attached staff report.

Chairman Irwin provided the following DNREC Emergency Response summary report given at the SERC meeting held on December 10, 2008:

- Statistics for 3rd quarter 2008 show DNREC responded to 97 incidents, compared to 84 responses in the 2nd quarter 2008. Largest number of responses continues to be transportation related spills and releases primarily from motor vehicle accidents. Second highest was spills on waterways and sheens on marinas.
- On August 11, 2008, the DAWM Accident Release Prevention (ARP) Program issued a Notice of Violation to Baltimore Aircoil Company in Milford following the July 31st leak of propane which resulted in a Level I SERT response.
- On August 26 & 27, 2008, DNREC Emergency Response Team (ERT) participated in an oil spill exercise conducted by the US Coast Guard (USCG) and The Obrien’s Group, Inc., working for owners of oil tankers that sail into the Delaware Bay.
- The opinion from the Attorney General on how to share information in the Emergency Response Plan has been approved by the SERC.
- SERC Annual Report for Fiscal Year 2008 has been published. Art Paul, DEMA, provided copies to interested parties.

Joe Leonetti provided the following report on the LEPC outreach projects:

- Working with Small Associates to acquire a banner with LEPC information and a tablecloth with the LEPC logo to use at outreach events.
- Working with DuPont Edgemoor to create the LEPC brochure. A draft will be provided for review.
- The RFP for the tabletop exercise is being redrafted and will go out within the next few weeks. The tabletop exercise is being planned for March, and the scenario is a railcar leaking on the tracks along Delaware Park.
- Contacted and will meet with the new person at A.I. duPont Hospital to reschedule haz-mat training that was canceled.

Old Business:

Joe Leonetti provided an update on the second Haz-Mat Conference to be held on April 3 & 4, 2009. Preliminary meetings have been held, and three speakers were contacted to participate. The conference will be held at the Delaware State Fire School in Dover, with classes both inside and outside. The conference committee is also looking to include Police and FBI Haz-Mat teams as part of the conference participants.

Chairman Irwin advised that the Council Ordinance concerning the appropriation of funds for the HMEP grant will be introduced before County Council at the council meeting on Tuesday, January 13, after which it will go before the Finance Committee meeting at a later date. Chairman Irwin will keep the members informed.

New Business:

Bob Barrish provided the Chemical Safety Board presentation on a 500-gallon propane explosion incident with four deaths that occurred in West Virginia. For additional information, go to: www.csb.gov. Jeff Miller from OEM advised the group that in Delaware, the 911 call center operators use guide cards for calls concerning propane leaks to ascertain as much information as possible for the emergency responders.

Mark Dolan reported that the NCCIHMRMRA dinner meeting was held in November at the Five Points Fire Company. David Irwin chaired that meeting and Ellen Malenfant gave a synopsis of 2008. Awards were presented to members retiring from the NCCIHMRMRA team. Bruce Galloway reported on the tabletop exercise, which involved a railcar leak, held at this meeting. NCCIHMRMRA issued operating guidelines relating to NIMS, and accountability name boards were used. Chairman Irwin mentioned that the fire chiefs and other attendees were very impressed with what was accomplished by the NCCIHMRMRA volunteers, and have written procedures to aid the volunteers.

Public Comments:

Tim Love from Honeywell advised preparations are in place for activities concerning the Inauguration Train Tour through Delaware on Saturday, January 17.

No further business, the meeting adjourned at 3:45 p.m., and tours of the UD's HAZMAT Response Vehicle and Public Safety Mobile Command Center were conducted.

UPDATED: Hosts – 2009 LEPC Meetings – confirmed locations:

January 12 – University of Delaware
March 9 – Ciba Specialty Chemicals
May 11 – Christiana Care
July 13 – AstraZeneca - Newark
September 14 – Delmarva Power - Newark
November 9 – Ashland (Hercules) Research Center

NOTICE OF NEXT MEETING

Host: Ciba Specialty Chemicals
Date and time: March 9, 2009, 2:30 p.m.
Directions will be sent with agenda.
dco
LEPCminutes1/12/09meeting

**NCC LEPC
Staff Report
January 12, 2009**

SERC/DEMA ACTIVITIES:

- Attended the SERC Meeting.

PLAN REVIEWS:

- Conducted two Plan Reviews and Facility Assessments – Christiana Care and DuPont Edge Moor.
- Served as a Technical Resource regarding HazWoper Training and Plan Review Process.
- Developed the 2009 Facility Plan Review and Facility Assessment Schedule.

TIER II MANAGER:

- Continued to work on Facility EHS Data from TierII Manager to present to the Fire Chief in each New Castle County and Wilmington Fire District.

COMMUNITY OUTREACH:

- Made the LEPC Presentation to DNREC's Tier II Workshop.

DRILL/EXERCISES:

- Finalized and sent out the RFP for the Tabletop Exercise.

NCCIHMRA:

- Coordinated the Accountability Card and presentation equipment for the NCCIHMRA Dinner.
- Received Command Vests and coordinated payment with DNREC.
- Arranged payment for NCCIHMRA ICS Command and Accountability Board.

STAFF ACTIVITIES:

- Conducted Staff Meeting.
- Provided the LEPC Executive Committee with the 2009 Work Plan Status Report and HMEP Grant Initiative Update.
- RFP and Script on the LEPC Video was sent to Dave Tiberi of TNT Video and Mark Seifert of DTCC.

TRAINING ACTIVITIES:

- Contacted A. I. Hospital representative to reschedule hazmat training that was cancelled earlier in the year.

Monday, January 12th, 2009

NEW CASTLE COUNTY INDUSTRIAL HAZARDOUS MATERIALS RESPONSE ALLIANCE

NCCIHMRA TRAINING COMMITTEE REPORT TO NCC LEPC

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee has proposed a tentative CY2009 training schedule. The tentative CY2009 training sessions include the following:

- (1) Compressed gas emergencies for the hazmat technician in conjunction with the University of Delaware OHS team March 19th;
- (2) The second annual Delaware Hazardous Materials Conference April 3rd & 4th;
- (3) DEXSTA Toxic Industrial Chemical sampling and monitoring course with bonding and grounding exercise May 19th & 21st;
- (4) The NCCIHMRA radiation monitoring training course September 29th & October 1st;
- (5) Shipboard hazmat operations level course TBD either June or October.

The eighth annual NCCIHMRA dinner planning & training meeting at the Elsmere Fire Company banquet hall will be during November, 2009.

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee is in the process of scheduling SOP Revision Meeting #22 for the second half of February or during the first half of March, 2009.

Submitted by:
Mark Dolan
NCCIHMRA Training Committee