



Local Emergency Planning Committee  
of New Castle County  
c/o Office of Emergency Management  
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David Irwin, Chairman  
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**Meeting Minutes  
January 14, 2008**

*Host: Valero Delaware City Refinery*

*Location: 4550 Wrangle Hill Road, Delaware City, DE*

The regular meeting of the NCCLEPC was held on the above noted date and place. Chairman Irwin thanked Valero for hosting the meeting and their support of the LEPC.

**Welcome:**

Mr. Patrick Covert of Valero introduced Mr. Andrew Kenner, Vice President and General Manager of Valero Delaware City Refinery, who welcomed everyone to Valero. He briefly explained Valero's commitment in the area of safety for its employees and contractors, and in the area of environmental emissions. He also informed the group that their emergency responses have been reduced, and they are in the process of purchasing a new fire truck for their firefighting unit. Mr. Michael Keller, Safety Manager at Valero, thanked everyone for attending and reiterated Mr. Kenner's remarks. Mr. William Robinson of Valero then presented a short safety video to the members.

At Chairman Irwin's request, a round of introductions was held.

**Tier II Presentation:**

Ms. Shannon Splittorff, Environmental Scientist III, EPCRA Reporting Program at DNREC, gave a presentation on the Tier II Reporting and the Tier II Manager, which is an internet based program. For further information, contact Ms. Splittorff at 302-739-9405, or by e-mail, [shannon.splittorff@state.de.us](mailto:shannon.splittorff@state.de.us)

**Committee Reports:**

**Finance:** Bill McCracken reported the LEPC budget as follows:

\$114,973.00 – FY 08 Appropriation  
- 65,898.72 – Expenses to Date  
\$ 49,074.28 - Balance

The balance includes the amount of \$24,217.00 which will be carried to the end of the fiscal year for the position previously held by Jim Kenney.

**Training:** Mark Dolan informed the group of the 1Q08 NCCIHMR training schedule:

Training Session I scheduled for Tuesday, February 5th or Wednesday, February 6th from 5:00 pm to 9:00 pm either evening at the Elsmere Fire Station 16.

Topic: Part II Shipborne Operations Orientation Course instructed by Mr. Douglas Dillon, Executive Director of the Tri-State Maritime Safety Association and Chief of the DE/NJ/PA Maritime Incident Response Team.

**Training Session II** scheduled for **Tuesday, March 11th** or **Thursday, March 13th** from **5:00 pm to 9:00 pm** either evening at the **DuPont Experimental Station**.

**Topic: Fundamental and Intermediate Concepts of Toxic Industrial Chemical Air Monitoring, Detection and Identification and Radiological Responses Course** instructed by **NCCIHMRA Hazmat Instructors**.

**Transportation:**

**Al Stein** reported on **FAA lithium battery rules**, which went into effect **January 1, 2008**, for **airline travel**. Basically the rules are you may not pack a spare lithium battery in your checked baggage. You may bring spare lithium batteries with you in carry-on baggage. There are also lithium content quantity limits that apply to both your spare and installed batteries. For further information, click on:

Shortcut to: [http://safetravel.dot.gov/whats\\_new\\_batteries.html](http://safetravel.dot.gov/whats_new_batteries.html)

**Transportation Workers Identification Card (TWIC) Regulation:** **Bill Robinson** of **Valero** reported on **TWIC**. **TWIC** is a **Federal requirement** for those working in any capacity at a facility coming under the **Maritime Security Act**. **Valero, Delaware City**, has enrolled over **1,000 people** to date for the **TWIC card**. The process includes a **pre-enrollment, enrollment** at the **Port of Wilmington**, and receipt of card, which is good for **five years**. Without a **TWIC**, anyone working within a designated facility will require an escort if not in possession of a **TWIC**. For additional information, contact **Bill Robinson** at **302-834-6229**, or by e-mail, [william.robinson@valero.com](mailto:william.robinson@valero.com); or **Michael Keller** by e-mail, [michael.keller@valero.com](mailto:michael.keller@valero.com). For further information, click on: Shortcut to: <http://www.lepc.org/>

**Staff Report:** **Bill McCracken** presented the attached staff report.

**Old Business:**

**Haz-Mat Conference:** **Bill McCracken** reported the following estimated conference expenses:

Ammonia Trailer (mc 331)	\$ 1,500.00
Tent Table & Chairs	1,050.00
Lunches	1,600.00
Dinner	2,600.00
Hall Rental (2 days)	500.00
Paramedic (EMT-Train) (60 Students)	4,000.00
Exercise Rotations (65 Students)	8,000.00
Speaker (dinner)	500.00
Misc. Equipment & Supplies	3,000.00
<b>TOTAL</b>	<b>\$22,750.00</b>

**Chairman Irwin** mentioned that **DuPont Edgemoor** has once again donated the use of their site for the conference at no cost, and thanked them for their generosity.

**Tony Murray** advised the **U.S. DOT** will host a **one-day Hazardous Materials Safety Transportation Workshop** on **April 3, 2008**, at the **Embassy Suites Hotel, 654 South College Avenue, Newark, Delaware**. **Registration is free**; however, **classroom style seating is limited to 200 attendees**. See attached brochure for additional information.

**SERC Meeting:** Chairman Irwin attended the SERC meeting December 12, 2007, at the Delaware State Fire School. He reported on the following items:

- The City of Wilmington is in the process of establishing a paid haz-mat team consisting of 45 members, 30 firefighters and 15 police/emergency services personnel.
- Dave Ennis attended a conference on the stream corridors and provided the SERC with a brief overview of the content.
- SERC Co-Chair Jim Warner reported that DEMA will present a tribute signed by Governor Minner to Jim Kenney for his work and dedication to the NCC LEPC.
- DEMA is evaluating the feasibility of requesting donations from industry to help defray the Haz-Mat Conference.

**Status of Plan Revisions:** Bill McCracken reported the LEPC Haz-Mat plan revisions are complete and will be included in New Castle County's Comprehensive Emergency Management Plan as an annex.

**LEPC Open Position Update:** Mr. David Ennis, Selection Committee Chair, has asked the SERC to network out the notice for the vacant position previously held by Jim Kenney. Mr. Bob Barrish has been added to the search committee which was formed to find a candidate to fill the position. Other members of this committee include David Ennis, Al Donofrio, and Mark Dolan. The application period will remain until January 25, 2008, at which time if there are enough candidates, a determination will be made. Anyone interested in the job description should contact David Ennis via e-mail, [davidhennisllc@aol.com](mailto:davidhennisllc@aol.com).

**New Business:**

Chairman Irwin informed the members that Mr. Garth Spencer of Senator Carper's Office contacted him concerning information about the LEPC. He specifically requested information about the NCCIHMRRA, which Mr. Irwin provided to him.

**Host LEPC Meetings:** Diane Opdenaker advised the members there were two dates, July 14 and November 10, which were still open and needed hosts. Al Donofrio volunteered DuPont Edgemoor for the July 14<sup>th</sup> meeting. Vito DeMaio volunteered Hercules for the November 10<sup>th</sup> meeting, via e-mail dated January 24, 2008. Below are the confirmed locations for the remainder of the meetings in 2008. Thank you to everyone who signed up to be a host.

**March 10 – AstraZeneca - Wilmington**

**May 12 – Honeywell**

**July 14 – DuPont Edgemoor**

**September 8 – DuPont Chestnut Run**

**November 10 – Hercules Research Center**

**Public Comments:**

**Tony Murray, US Dept. of Transportation, advised visiting the below website concerning new rules for lithium batteries. Shortcut to: <http://safetravel.dot.gov/>**

**No further business, the meeting adjourned at 3:45 p.m.**

**NOTICE OF NEXT MEETING**

**Host: AstraZeneca – Wilmington**

**Date and time: March 10, 2:30 p.m.**

**Directions will be sent with agenda.**

dco

LEPCminutes1/14/08meeting

# **NCC LEPC**

## **Staff Report**

**January 14, 2008**

- 1. Planning continues for the 2008 Haz-Mat Conference scheduled for April 4 and 5, 2008. Proposals for training have been requested from Threat Preparedness, HMHTTC, Miller Environmental, and the Delaware State Fire School. The Conference Committee will select a contractor.**
- 2. Marine Response Operations training for NCCIHMR is to be held on February 5 and 6, 2008, at the Elsmere Fire Company.**
- 3. Paper copies have been completed on Tier 11 data of the facilities and chemicals in each fire district. The copies are to be given to the fire chiefs at their February meeting.**
- 4. The Hazardous Materials Response Plan revisions are complete. The Plan will become an annex to the County Comprehensive Emergency Management Plan.**
- 5. Prepared a response to the EPA questionnaire on the Sunoco release of February 5, 2007.**
- 6. Attended the Planning & Training Committee meeting on November 28, 2007, at DEMA.**
- 7. Attended the Information Technology meeting on December 11, 2007, at the Delaware State Fire School.**
- 8. Attended the SERC meeting on December 12, 2007, at the Delaware State Fire School.**
- 9. Attended the DuPont CAP meeting on December 12, 2007, at the Edgemoor Plant.**