



Local Emergency Planning Committee
For New Castle County
P.O. Box 2998
Wilmington, DE 19805-0998
David Irwin, Chairman
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**Meeting Minutes
January 10, 2011**

Host: Dupont Edge Moor Site

Meeting Location: 104 Hay Road, Edge Moor, DE 19809

The regular meeting of the LEPC for New Castle County was held on the above noted date and place.

Meeting called to order at 2:30 PM by Chairman David Irwin.

Attendees:

David Irwin, Chairman, LEPC for New Castle County
Joseph Murabito, Vice Chairman, LEPC for New Castle County
Christine Murabito, DE State Fire School
Terry Abegglen, Red Cross
Jeff Backus, Dupont
Bob Barrish, Citizen
Jay Brabson, DNREC
Todd Bretz, PBF Delaware City Refinery
Dave Carpenter, New Castle County OEMS
Matthew Chamberlain, DNREC
Ron Dietrick, PBF Delaware City Refinery
Mark Dolan, BASF
Tushar Durve, Dupont
Bruce Galloway, Dupont Experimental Station
George Giles, Wilmington LEPC
Babak Golgolab, Claymont Community Coalition
Wayne Hopkins, Dupont
Gerald Llewellyn, Division of Public Health
Bill McCracken, Citizen
Arthur Paul, DEMA
Todd Quintard, Linde
Stevens Remillard, Christiana Care
Bill Robinson, PBF Delaware City Refinery
Wendy Smith, Dupont
Al Stein, Citizen
John Verdi, BASF
Dan Whitemarsh, Magellan
Andrew Zaun, Magellan

1. **Welcome:**

Ms. Wendy Smith welcomed the group to Dupont Edge Moor Site. Tushar Durve kicked off the meeting with some snow safety tips that the group developed.

2. **Introductions:**

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

3. **Agenda Approval:**

Chairman Irwin presented the agenda for approval with an amendment that Dupont's Emergency Response Capability presentation by Ray Beaudry would follow the approval of the minutes. Motion by Babak Golgolab, seconded by Al Stein to accept agenda as amended. Motion passed unanimously.

4. **Approval of Minutes:**

Chairman Irwin requested a motion to approve the November 8, 2010 Meeting Minutes. Motion to approve was made by Mark Dolan and seconded by Babak Golgolab. Motion passed unanimously.

5. **New Business:**

a. Ray Beaudry, Corporate Director for Emergency Response from E. I. Dupont, gave a presentation to the group on Dupont's Emergency Response Capability. The presentation consisted of Dupont's emergency response vision, their global emergency response, how they help others during incidents, their emergency flow process, and the training of their integrated emergency response teams. Dupont had an equipment display of a Trans Load Trailer, Response Truck and Command Vehicle for participants to tour after the meeting.

6. **Committee Reports:**

a. **Finance:**

Chairman Irwin reported on the LEPC funds. To date, funds have been expensed as follows: \$72.00 for Post Office Box; \$80.00 for NCCIHMRAs plaques; \$45.00 for new NCCIHMRAs members background checks; and \$40,083.00 for Chair and Vice-Chair salaries.

b. **I.T. Committee:**

Bill McCracken reported that they are still moving forward to enable each Fire Chief to access Tier II data for their respective fire district. They are still working on verifying the accuracy of the relevant data.

c. **Training - NCCIHMRAs:**

Mark Dolan reported there was no training between November 9, 2010 through January 10, 2011. The 9th Annual NCCIHMRAs Dinner was held on November 9, 2010 at the Elsmere Fire Company. (report attached)

Chairman Irwin commented that this coming year is the 10th Anniversary of NCCIHMRAs. He would like to present the members with jackets at the November 2011 Dinner. Since the LEPC does not have funding for this type of recognition, Chairman Irwin suggested that LEPC Industrial members might consider to contribute for the cost. Those wishing to contribute should contact Chairman Irwin.

d. **Transportation Committee:**

Bruce Galloway reported on an article about STATIC HAZARDS USING FLEXIBLE INTERMEDIATE BULK CONTAINERS FOR POWDER HANDLING. The article may be accessed at <http://crohmiq.com/static-hazards-using-flexible-intermediate-bulk-containers-for-powder-handling-005.html> .

e. **Steering Committee Report:**

Bob Barrish reported on the LEPC Steering Committee Meeting. The meeting was held today, January 10, 2011 at 1:30 p.m. The members reviewed the performance and work plan of the New Castle County LEPC contractors. Based on staff performance, it was a unanimous decision to recommend the renewal of staff contracts. Work Plan, budget review approval, and staff contract renewal will take place at the regular March LEPC Meeting.

7. **Staff Report: Vice Chairman Murabito (Copy attached)**

8. **Old Business:**

- a. Chairman Irwin inquired if the FY2010 carryover funds had been transferred from New Castle County to the DSFS. Dave Carpenter answered that they are under review by the New Castle County Office of Emergency Management.
- b. Chairman Irwin and Wayne Hopkins solicited comments about the Level I, II, and III Travel Restrictions. A waiver process is not in place yet. Companies will need to be cautious when calling personnel back to work when travel restrictions are in place.
- c. The Hazardous Materials Conference update was given by Art Paul. The registration form was reviewed by the group. It was recommended that the form indicate that the Breakout Sessions were “free of charge” and an email address where the registration form can be sent electronically. Chairman Irwin complimented the Committee on preparation of the form and the securing of Speakers for the Conference.

9. **New Business:**

- b. **TRANSCAER 2011 Training Tour** – report given by George Giles: Wilmington OEMS is initiating a “Whistlestop” type training to be conducted tentatively June 20-21, 2011 at the Amtrak facility by Frawley Stadium. The training is a community outreach effort to promote and educate the safe transportation and handling of hazardous materials and aid communities with planning for hazardous materials incidents. Wilmington hopes to offer training to accommodate different time schedules and will have the capability to train 20 to 30 people per session with two sessions per day.

10. **Other Business**

- a. **Wilmington OEMS** – George Giles spoke briefly on the train derailment in New Castle County. The Wilmington OEMS was not notified. They were concerned in case they needed to notify citizens. Mr. Giles asked the New Castle County OEMS if they could assist with the notification process. Dave Carpenter reported that if the incident is a non-emergency, then no one is notified. If the NRC is notified, then everyone should be notified.
- b. **Delaware City Refinery – PBF Energy** – Todd Bretz briefed the group that the start-up of the company has an April timeframe. They are in the process of inspecting, cleaning and prepping the facility. He reported that they will have 1400 contractors on site and Refinery staff should be between 400-500 when operational. PBF will be presenting an update at future LEPC meetings.

ADJOURNMENT:

The meeting adjourned at 4:17 p.m. The motion to adjourn passed unanimously.

NOTICE OF NEXT MEETING

Host: Ashland Research Center

Date and Time: March 14, 2011 – 2:30 p.m.

Directions and security requirements will be sent with agenda.

Monday, January 10th, 2011

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 did not conduct a training session between the November 8th, 2010 and the January 10th, 2011 NCC LEPC meetings.

The ninth annual NCCIHMRA Planning and Training Dinner Meeting was held on Tuesday evening, November 9th, 2010, at the Elsmere Fire Company banquet hall, from 5:30 pm to 9:00 pm. The guest presenter was Kurt Reuther, Homeland Security Advisor to the Office of the Secretary, Delaware Department of Safety and Homeland Security. Ellen Malenfant presented a review of the activities and structure of the DNREC Emergency Prevention and Response Branch. Dave Irwin spoke about the chronology and passage of Delaware SB287, which allows NCCIHMRA members who are no longer employed by private industry to remain eligible for applicable workers' compensation coverage while on NCCIHMRA responses.

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee assisted within the Fourth Annual Delaware Hazardous Materials Conference Planning Committee in the completion of the April 1st and 2nd, 2011 conference agenda and scheduling of the conference instructors. NCCIHMRA SOP Revision Meeting #30 was conducted on Tuesday, December 14th, 2010, to draft the CY2011 Training Schedule as follows:

- (1) Training Session I: Saturday, April 2nd => 2011 Delaware Hazmat Conference at the Delaware Army National Guard's Smyrna Readiness Center (6 hrs);
- (2) Training Session II: Tuesday, April 19th or Thursday, April 21st => Level A Hazmat Survival Training & Confidence Course and SCBA Fit Testing at the Delaware State Fire School's New Castle Center (4 hrs);
- (3) Training Session III: Tuesday, June 7th or Thursday, June 9th => Small containers (totes, drums, cylinders) and IBCs hands-on drill/exercise and trends in chemical packaging seminar at the DuPont Experimental Station (4 hrs);
- (4) Training Session IV: Tuesday, September 20th or Thursday, September 22nd => Shipborne Operations Orientation Course Part IV – Technician Level instructed by Tri-State Maritime Safety Association at the DNREC Lukens Drive Facility (4 hrs);
- (5) Tenth Annual NCCIHMRA Planning and Training Meeting – Tuesday, November 8th, 2011 at the Elsmere Fire Company.

Submitted by:
Mark Dolan
NCCIHMRA Training Committee

LEPC for New Castle County
Staff Report
November 9, 2010 to January 10, 2011

SERC/DEMA Activities:

- Submitted LEPC quarterly performance report in a timely manner
- Attended December SERC Meeting
- Attended Sussex LEPC Meeting
- Finalized HMEP Grant application
- Participated in SERC Planning & Training Committee meeting

Emergency Response Plan Reviews and Facility Visits:

- DOW
- Siemens
- Follow up visit to Burris Logistics

These three Site visits complete the reviews required for 2010 as well as reviews carried over from 2009 that resulted from the County liability insurance requirement issue.

- Developed Site Plan review and facility assessment schedule for 2011

Exercises:

- Participated as an evaluator for BASF emergency response exercise
- Participated in the DEMA-led joint planning sessions for the April 2011 Delaware Hazardous Materials Conference.

NCCIHMRA:

- Attended and facilitated NCCIHMRA 9th Annual planning/training meeting
- Attended Planning and Training Meeting at DNREC
- Presented NCCIHMRA recognition plaque to DNREC's Chip McDaniel's

Outreach Activities:

- Attended BASF Safety Fair (2 days)
- Presented HAZMAT/Shelter-in-Place presentation for Christiana Care Medical Reserve Corps
- Attended FMC CAP Meeting-Presentation on Emergency Driving Regulations
- Participated in Croda CAC meeting
- Presented HAZMAT/Shelter-in-Place module for NCC OEM sponsored CERT training program
- Joined the DOW CAP

Additional Staff Activities:

- Served as technical resource to public citizen, member company and state agency
- Facilitated 4th Annual Hazardous Material Conference Planning Meeting
- Participated in Conference Call for 4th Annual Hazardous Materials Planning Meeting
- Submitted all necessary paperwork to State Office of Emergency Medical Services for Continuing Education Credits for participants of the 4th Annual Hazardous Materials Conference
- Telephone conversation and meeting with Christina School District reference distribution of Emergency Preparedness Guides.
- Submitted comments on proposed regulations governing travel restrictions during a state of emergency to the Dept. Safety and Homeland Security