



Local Emergency Planning Committee  
of New Castle County  
c/o Office of Emergency Management  
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David Irwin, Chairman  
Phone (302) 395-3633

**Meeting Minutes  
July 13, 2009**

*Host: AstraZeneca - Newark*

*Location: 587 Old Baltimore Pike, Newark, Delaware*

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

**Welcome:**

Mr. Bruce Fine, Safety Manager at AstraZeneca, welcomed and thanked everyone in attendance.

Mr. Fine provided a brief overview about AstraZeneca, the history of the site, and current role of the site as a formulation and distribution center. Chairman Irwin thanked AstraZeneca for hosting the meeting and their support of the LEPC.

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

**Approval of Agenda/Minutes:** For the both the agenda and minutes, Jerry Llewellyn made a motion to approve; Bruce Galloway seconded the motion. All unanimously approved.

**Committee Reports:**

**Finance:** Bill McCracken reported he did not have the FY 09 balance figures because of the year-end closing task being performed on New Castle County's system. The FY 2010 LEPC budget is as follows:

\$123,314.00	– Amount requested
<u>- 7,346.00</u>	– Carryover
\$115,968.00	– Amount funded

**Training:** Mark Dolan presented the attached NCCIHMRM training report.

**Transportation:** Bruce Galloway spoke about emergencies involving ethanol. He reported on the ethanol train derailment in Rockford, Illinois, on June 20, 2009. A freight train with 114 cars derailed causing a fire and breach of the ethanol tank cars. The fire killed one person and injured several others. The freight train had 114 cars of which 74 contained ethanol; 14 cars, containing 95% to 97% ethanol, were involved in the fire. Approximately 360,000 gallons of ethanol were consumed by the fire. There were approximately 600 homes evacuated and the evacuation extended 1/2 mile. Two additional cars were breached and leaked about 50,000 to 75,000 gallons of ethanol. Some of the material reached the Kishwaukee River causing a fish kill of about 72,000 fish. Alcohol resistant foam is needed to fight ethanol fires. John Verdi with Ciba informed the members that they purchased alcohol resistant foam, and it can be transported to an incident if needed. Bill Robinson with Valero advised that they also have the foam. Chairman Irwin inquired if there is an

incident and DNREC needs to borrow foam from Ciba or Valero to use, can it be replaced quickly. Chris Berlin from DNREC advised it would be done as quickly as possible.

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

**Old Business:** None

**New Business:**

**Executive Committee Meeting Update:**

Bob Barrish, Executive Committee Chairman, reported on the Executive Committee meeting held July 13, 2009.

1) The Executive Committee established procedures to fill the Coordinator/Trainer consultant position vacated by Joe Leonetti. The position was advertised using the LEPC and SERC e-mail lists, and one applicant, Mark Dolan, applied for the position. Since there was only one application, the Executive Committee decided no interviewing committee needed to be established, and recommended hiring Mark Dolan to fill the position, at which time Mr. Dolan left the room. Chairman Irwin provided an overview of Mr. Dolan's background and credentials, which would make him an outstanding asset to the LEPC. Chairman Irwin also noted that when Mr. Leonetti resigned, Mr. Dolan stepped up to complete many obligations, including the upcoming tabletop exercise. Tim Love from Honeywell questioned that there was only one applicant, and Dave Ennis replied that the position was not full-time, which is most likely the reason for so few applicants. Jerry Llewellyn also mentioned that the NCC LEPC was lucky to have one applicant, as there has never been a break of personnel in New Castle County, which has not been the case in Kent and Sussex Counties due to retirements. William Kelly made a motion to hire Mark Dolan as the new Coordinator/Trainer consultant; Jerry Llewellyn seconded the motion. All unanimously approved.

2) The Executive Committee recommended compensating Mr. Dolan for the LEPC work he performed June 1 through July 12, 2009. Jerry Llewellyn mentioned that if the money is not used, it may have to be returned to the SERC. William Kelly made a motion to compensate Mark Dolan for the period June 1 – July 12, 2009; Terry Abegglen seconded the motion. All unanimously approved.

Mark Dolan returned to the room and was congratulated on his new position as Coordinator/Trainer consultant with the LEPC, commencing July 13, 2009. Chairman Irwin stated that Mr. Dolan must step down as an Executive Committee member due to being a paid consultant. Chairman Irwin indicated he has someone in mind to replace Mr. Dolan on the Executive Committee, and will invite that person to the next meeting.

**HMEP Grant Initiative Update:** Chairman Irwin provided an update of the progress against FY2009 HMEP initiatives, which is included on the attached table.

**Brochure Project Update/Call for Sponsors:** Chairman Irwin provided an update on the brochure project. He advised the LEPC brochure committee is working with OEM Coordinator Dave Carpenter to tailor New Castle County's LEPC brochure after the brochure in Delaware County, Pennsylvania, which he provided handouts to the members. To get 150,000 brochures printed, the cost will be \$26,000. The LEPC is requesting corporate sponsors for a donation of \$2,000 per company to raise the necessary funds. With this donation, the company's logo will appear on the brochure. Currently, six companies have agreed to donate funds, whereby the LEPC has \$12,000 accrued and needs \$14,000 more to print them by September. New Castle County and the City of Wilmington have both agreed to donate funds. It was suggested to check with the other

municipalities within New Castle County if they would like to also donate. The vendor has agreed to invoice each company separately for their \$2,000 donation. Vince Jacono from Delmarva Power noted that the \$2,000 amount is a good value for advertising your company. Jerry Llewellyn suggested checking with PSEG Nuclear in New Jersey for a possible donation, since the power plant's 10-mile emergency planning zone includes areas in New Castle County. He also mentioned that if the LEPC does not get all the money needed, maybe it could be taken to the SERC.

**HF Transloading Presentation:**

Tim Love, Manager of Health, Safety, and Environment at Honeywell, gave a presentation on the Wind Gap, Pennsylvania, trailer incident that occurred on March 21, 2009. This incident involved an overturned tractor trailer carrying 33,000 pounds of hydrofluoric acid (HF). The damaged HF tanker was transported to Honeywell's facility in Claymont. Personnel at Honeywell evaluated the trailer, activated mitigation for HF, completed a mechanical integrity inspection, and developed a transload plan and preparations. It was determined that Honeywell in Claymont was the right location for this operation, as they provided good coordination of resources, and roles and responsibility were clearly defined. The total transload operation was completed by April 3, 2009. Tim Love answered questions from the members. Chairman Irwin thanked Mr. Love for this very informative presentation.

**Any Other Business: None**

No further business, the meeting adjourned at 4:05 pm. Mr. Bruce Fine provided a tour of the site.

**NOTICE OF NEXT MEETING**

**Host: Delmarva Power - Newark**

**Date and time: September 14, 2009, 2:30 p.m.**

**Directions will be sent with agenda.**

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LEPCminutes7/13/09meeting

**NCC LEPC  
STAFF REPORT  
JULY 13, 2009**

**SERC/DEMA ACTIVITIES:**

- Participated in the SERC meeting.
- Participated in the SERC Information Technology Committee meeting.

**PLAN REVIEWS:**

- No Plan Reviews or Onsite Assessments were conducted during this period.

**COMMUNITY OUTREACH:**

- Participated in the FMC CAP Meeting.
- Participated in the Claymont Coalition Meeting.
- LEPC Information Packets have been received and are ready for distribution.

**DRILL/EXERCISES:**

- None.

**NCCIHMRA:**

- Attended the NCCIHMRA Marine Firefighting Technician III Training.
- Participated in the 23<sup>rd</sup> NCCIHMRA Training Committee Meeting.

**STAFF ACTIVITIES:**

- Conducted one Staff meeting.
- Working on annual revisions to the New Castle County Hazardous Materials Response Plan.
- Conducted two LEPC Video full committee meetings at Del Tech in Dover.
- Conducted two LEPC Video meetings with Dave Carpenter and Jamie Bethard to lay out the Film Shots for the LEPC Video.
- Directed the field Film Shots along with Dave Carpenter, Jamie Bethard and Jerry Brennan at the Delaware State Fire School in Dover.
- Prepared the SERC Report.
- Developed Outreach and Training Coordinator/Vice Chair job description and forwarded to LEPC and SERC members.
- Attended Area Maritime Security Committee meeting.
- Provided DENS information and registration process information to a member company.
- Provided Tier II chemical registration requirements and instructions to a member company.
- Met with NCC County officials to discuss implementation of LEPC staff FY 2010 contracts.
- Met with Wilmington LEPC representative to discuss Wilmington's emergency communication capabilities.
- Discussed City of Newark emergency communication capabilities with city officials.
- Conducted two "Resident Awareness & Emergency Preparedness Guide" committee meetings, developed print specifications and requested proposals from vendors.
- Met with Delaware County LEPC representative to discuss opportunities to partner on future initiatives.

**TRAINING ACTIVITIES:**

- Conducted Shelter-in-Place training for the New Castle County CERT.
- Launched Functional Exercise planning team meeting with O'Brien's Response Management and Millcreek Fire Company.

Monday, July 13th, 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 conducted the following training sessions since the May 11<sup>th</sup> LEPC meeting:

**2009 Training Session IV: Tuesday, May 19<sup>th</sup> and Thursday, May 21<sup>st</sup> from 5:00 pm through 9:00 pm on both evenings and conducted at the Dupont Experimental Station.**

Training Session IV was a hands-on workshop presented by Dupont emergency response personnel involving (1) the detection, sampling, product identification and monitoring of toxic industrial chemicals; and (2) the response to compressed gas emergencies located inside industrial research laboratories. Appreciation is extended to Bruce Galloway, Kristina Kreutzer, Darryl Meade, William Jack and Tom Bennett of the Dupont Experimental Station for organizing, instructing and hosting this session.

**2009 Training Session V: Tuesday, June 23<sup>rd</sup> and Thursday, June 25<sup>th</sup> from 5:00 pm through 9:15 pm on both evenings and conducted at the Elsmere Fire Company. Training Session V was the third training module, technician level, of maritime harbor incident response to hazardous materials and chemical, biological, radiological, nuclear and explosive (CBRNE) incidents aboard ships in port. Douglas Dillon and Allen Huelsenbeck of the Tri-state Maritime Safety Association provided this training session as they have for the first and second maritime harbor incident response modules in 2007 and 2008, respectively.**

NCCIHMRA will be participating in the August 22<sup>nd</sup>, 2009 New Castle County Hazardous Materials Functional Exercise sponsored by the LEPC and hosted by the Mill Creek Fire Company.

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee has the following training session scheduled next:

**2009 Training Session VI: Tuesday, September 30<sup>th</sup> and Thursday, October 1<sup>st</sup> from 5:00 pm through 9:00 pm on both evenings and being conducted at the DNREC Lukens Drive, New Castle Facility. Training Session VI is a hands-on workshop involving radiological monitoring and response.**

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee's next SOP Revision Meeting is slated for Tuesday, July 14<sup>th</sup>, 2009 from 5:00 pm to 7:30 pm located at DNREC's Lukens Drive, New Castle Facility.

Submitted by:  
Mark Dolan  
NCCIHMRA Training Committee

LEPC for New Castle County  
 FY 2009 HMEP Grant Fund Initiatives  
 Status Report as of May 11, 2009

Available Funds: \$ 43, 415.74 (Training - \$23,694.90, Planning - \$19,720.84)

**Planning Initiatives**

No.	Description	Host/Service Provider	Estimated Cost	Actual Cost	Training or Planning	Target Date (Calendar Year)	Status as of 7/13/09
1.	LEPC Outreach Video	Del. Tech.	\$12,000	\$10,845	Planning	2Q09	Videotaping at Del. St. F.S. completed. Editing process underway. On track for September completion.
2.	Decon Team – SOPs incorporated into NCCIHMRMRA Manual	To be identified	\$1,000 (\$0 as of April)	-0-	Planning		J. Leonetti determined was not doable in 09. Funds transferred to Handout Material project.
3.	LEPC Handout Materials	Small Associates	\$6,700 (\$7,700 as of April)	\$5,238.58	Planning	4Q08	<b>COMPLETED – June 2009</b>
4.	EPA Conference (Fund 1 participant)	EPA	\$1,200	\$1,146.77	Planning	4Q08	<b>COMPLETED</b>

## Training Initiatives

No.	Description	Host/Service Provider	Estimated Cost	Actual Cost	Training or Planning	Target Date (Calendar Year)	Status as of 5/11/09
1.	Rail Incident Tabletop Exercise	Millcreek Fire Co.	\$10,000	\$9,750	Training	2Q09	Planning Committee established and activate. Event scheduled for Saturday, August 22, 2009.
2.	NCCIHMRA - Annual Training Dinner	Five Points Fire Co.	\$ 1,000		Training	4Q08	<b>COMPLETED - November 12, 2008.</b>
3.	NCCIHMRA - Shipboard HazMat Operations (June '09)	D. Dillon	\$ 3,300	\$2,500 +\$ 342.32 *	Training	1Q09	<b>COMPLETED</b>
4.	NCCIHMRA -XSTA TIC Monitoring Course (May '09)	B. Galloway	\$ 600	\$ 372.98 * only	Training	2Q09	<b>COMPLETED</b>
5.	NCCIHMRA - Compressed Gas Emergencies for HazMat Tech. Course (March'09)	U of D	\$ 2,000	\$2,000 +\$ 234 *	Training	1Q09	<b>COMPLETED</b>
6.	NCCIHMRA - Radiation Monitoring Course (Sept./Oct.)	SP &SP	\$ 600		Training	3Q09	Scheduled for September 29 and October 1, 2009.
7.	Railcar Assessment Training	DNREC	\$ 600		Training	4Q08	<b>COMPLETED</b>
8.	HazMat Tech Training x 4	DSFS	\$3,600		Training	4Q09	J. Leonetti pushed to Q4.

\*Food purchase. Total amount spent on food for trainings to date = \$949.30