



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  
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David Irwin, Chairman  
Phone (302) 395-3633

**Meeting Minutes  
July 14, 2008**

**Host: DuPont Edgemoor Plant  
Location: 104 Hay Road, Edgemoor, DE**

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

**Welcome:**

Mr. Mike Welch, Plant Manager, welcomed and thanked everyone in attendance. Mr. Welch spoke briefly about DuPont Edgemoor, and that they are happy to support the LEPC. He also mentioned being impressed with organizations like the LEPC that pre-plan for emergencies. Mr. Welch expressed that DuPont Edgemoor values their partnership with the LEPC.

**Approval of Agenda:** Chairman Irwin made a motion to approve the agenda. Babak Golgolab seconded the motion. All in attendance unanimously approved.

**Approval of Minutes:** Chairman Irwin made a motion to approve the minutes. Bob Barrish seconded the motion. All in attendance unanimously approved.

**Committee Reports:**

**Finance:** Bill McCracken reported the LEPC FY 09 budget as follows:

Salary Admin Aide	\$39,025
Travel	150
Information Management	1,588
Equipment	1,200
Supplies	980
Professional Services	80,166
NCCIHMRA Support	300
Total	\$123,409
Carry-over	9,500
Less Carry-over	\$113,900

Chairman Irwin advised that the amount of \$300 for NCCIHMRA support is for background checks for volunteers participating on the team.

**Training:** Mark Dolan presented the attached NCCIHMRA training report. Chairman Irwin advised the members that distribution of the SOG manual is targeted for November.

**Transportation:** Al Stein was not in attendance and no report was given.

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

**Old Business:**

No old business to report.

**New Business:**

Chairman Irwin introduced Gregory Oliver, Federal and Regional Policy Coordinator at DelDOT. Mr. Oliver provided a presentation to the members on the Commercial Vehicle Information Systems & Networks (CVISN), which is a collection of state, federal, and private information systems and communications networks that support commercial vehicle operations in three key areas: electronic credentialing, safety information exchange, and electronic screening. In addition, Ellen Malenfant, Environmental Program Manager at DNREC, provided information on the Hazmat Information Sharing Project, which enables electronic lookup of carrier information at the roadside, and enables state credentialing systems to conduct cross-checks on hazardous waste haulers. Chairman Irwin thanked Mr. Oliver and Ms. Malenfant for their very informative presentations. If you would like further information on these projects, e-mail Robert King, Community Relations Officer at DelDOT at: [Bob.King@state.de.us](mailto:Bob.King@state.de.us)

Chairman Irwin introduced Bruce Galloway from DuPont Experimental Station. Mr. Galloway provided a presentation on the 31<sup>st</sup> Civil Support Team Drill held at the Experimental Station on April 13, 2008. This team consists of 22 full-time personnel from Army and Air National Guard, who provide expert technical advice on WMD, provide expert atmospheric monitoring, and pave the way for federal and state military response. Evaluators were impressed with the thoroughness and knowledge of the people setting up the three scenarios of the drill. Chairman Irwin thanked Mr. Galloway for his very informative presentation.

Joe Leonetti advised the members there were extra copies of the Delaware Fire Service News for anyone interested, as it contained an article on the Haz-Mat Conference held in April.

Chairman Irwin provided the following overview of the Hazardous Materials Emergency Preparedness (HMEP) Grant:

- The total HMEP Grant for FY2009 is in the amount of \$115,582.50.
- The Grant requires that 75% of the planning and training funds be passed to the LEPCs.
- Due to the significant (70%) increase in the HMEP Grant and no increase in State funding for FY2009, the 25% Match must be passed to the LEPCs.
- The proposed amounts for the New Castle LEPC are \$23,694.90 for training and \$19,720.84 for planning for a total of \$43,415.74.

**RECOMMENDATIONS:**

**TRAINING**

The Proposals for the training funds are as follows:

- Training evolutions for NCCIHMR  
Motion to support: Al Donofrio; seconded, Babak Golgolab;  
Unanimously approved.
- Tabletop Exercise with a fire company  
Motion to support: Bob Barrish; seconded, Babak Golgolab;  
Unanimously approved.
- Purchase Shelter-in- Place handout materials  
Motion to support: Babak Golgolab; seconded, Bob Barrish;  
Unanimously approved.

## **PLANNING**

The Proposals for planning funds are as follows:

- **Integrate NCCIHMRA and DECON SOPs and provide copies in manuals for both teams.**  
**Motion to support: Babak Golgolab; seconded, Mark Dolan;**  
**Unanimously approved.**
- **Two LEPC members to attend EPA Conference in Richmond, Virginia, October 26 – 29.**  
**Motion to support: Bob Barrish; seconded, Wes Wagner;**  
**Unanimously approved.**
- **A Recognition Dinner for NCCIHMRA.**  
**Motion to support: Babak Golgolab; seconded, Bob Barrish;**  
**Unanimously approved.**
- **A Hazardous Material Transportation Study to be initiated on response capabilities for major incidents involving rail, waterway, and pipeline.**  
**Motion to support: Ellen Malenfant; seconded, Al Donofrio;**  
**Unanimously approved.**

Chairman Irwin advised the members that the LEPC consultants provided a presentation to the New Castle County Council Public Safety Committee. Councilman Bell was very supportive of the LEPC and suggested using the New Castle County website, newsletter, etc., as a means to make the public aware of the LEPC.

Mark Dolan suggested that during Fire Prevention Week in October, this is a good time to advertise the LEPC at the fire companies' open houses. Chairman Irwin requested Diane Opdenaker to provide a list at the next LEPC meeting of the outreach events attended by the Office of Emergency Management for 2007 where LEPC handouts have been provided.

A representative from DuPont Edgemoor commented that DuPont would like to partner with the LEPC to provide information in the form of public service announcements or mailings concerning haz-mat emergencies to the residents of Edgemoor. Another suggestion would be to have emergency responders attend civic association meetings, etc. Chairman Irwin asked Joe Leonetti to check with the fire service for a list of their events.

No further business, the meeting adjourned at 4:10 p.m.

## **NOTICE OF NEXT MEETING**

**Host: DuPont Chestnut Run Labs**  
**Date and time: September 8, 2008, 2:30 p.m.**  
**Directions will be sent with agenda.**

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LEPCminutes7/14/08meeting

STAFF REPORT  
JULY 14, 2008

- Attended the SERC meeting.
  - NCC LEPC budget approved as submitted
  - Recognized Conference Planning Committee and Sponsors
  - HazMat Conference presentation
- Provided Shelter-in-Place training for Citizens Emergency Response Team (CERT) members.
- Conducted three Plan reviews and Facility visits:
  - Cermet Materials
  - Ciba
  - DuPont Red Lion
- Completed the Hazardous Substance Response Plan revisions.
- Met with DNREC Community Ombudsman regarding Civic Association presentations.
- Attended a one-day Tier II Manager Train-the-Trainer training program sponsored by DNREC.
- Attended FMC Community Advisory Panel (CAP) meeting.
- Developed and conducted a one-day HazMat program and exercise for appropriate St. Francis Hospital staff.
- LEPC presentation to NCC Council Public Safety Committee.
- Developed grant proposal ideas for FY 2009 federal HMEP training and planning initiatives.
- Attended the Valero Drill (9/24) kick-off planning meeting and was appointed a member of the exercise design team.
- Attended the three-day IAFC Hazmat Conference in Hunt Valley, Maryland.
- Participated in the Texas A&M University LEPC Survey on HazMat Commodity Flow.
- Participated in the 18<sup>th</sup> NCCIHMRMRA SOG meeting.
- NCCIHMRMRA Medical/Rehab Tags were received and placed on HazMat 30 and 16.
- Completed J. Kenney file data transfer.

# **NEW CASTLE COUNTY INDUSTRIAL HAZARDOUS MATERIALS RESPONSE ALLIANCE**

## **NCCIHMRA TRAINING COMMITTEE UPDATE TO NCCLEPC**

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee has been exploring the training schedule for the remainder of CY2008. There are three events in the planning stage for scheduling as follows:

- (1) Honeywell Specialty Chemical in Claymont has agreed to host two evenings of training on their specialty chemical operations on Tuesday, September 16th and Thursday, September 18th, 2008. The times are 5:30 pm to 7:30 pm;
- (2) Dave Anderson will graciously present his railroad tank car damage assessment class on Tuesday evening, October 21st, and on Thursday evening, October 23rd. Times are 5:30 pm to 8:30 pm. The training location is the DNREC Lukens Drive, New Castle Facility;
- (3) The seventh annual NCCIHMRA dinner training meeting at the Elsmere Fire Company banquet hall in early November, either Tuesday or Wednesday evening, November 11th or 12<sup>th</sup>, 2008.

In addition, the CY2009 NCCIHMRA Training Schedule is in the process of being drafted. Proposed 2009 training sessions under consideration include the following:

- (a) Shipboard hazmat operations level course;
- (b) Terrorism/WMD case studies and update;
- (c) Either the AWR-140 WMD Radiological/Nuclear Awareness Course or the internal NCCIHMRA radiation monitoring class;
- (d) DEXSTA TIC monitoring course with hazmat scene bonding and grounding;
- (e) WEG roll-over trailer, possibly for the second annual Delaware Hazardous Materials Conference;
- (f) Compressed gas emergencies for the hazmat technician in conjunction with the University of Delaware EHS team.

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee has scheduled SOP Revision Meeting #19 from 5:00 pm to 7:15 pm on Tuesday evening, July 29th, 2008.