



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
May 12, 2008**

Host: Honeywell Plant

Location: 6100 Philadelphia Pike, Claymont, DE

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

Welcome:

Mr. Tim Love welcomed and thanked everyone in attendance, and introduced Bill Simmons, Plant Manager, to the group. Mr. Simmons spoke briefly about Honeywell and explained they are a specialty chemical manufacturer with approximately 70 employees at the site. He also mentioned they have upgraded state-of-the-art safety systems and have increased their emergency preparedness measures with drills and other exercises.

Committee Reports:

Finance: Bill McCracken reported the LEPC budget as follows:

\$114,973.00 – FY 08 Appropriation
- 93,592.22 – Expenses to Date
\$ 21,362.56 - Balance

Training: Mark Dolan was not in attendance and Bruce Galloway provided the training report. Mr. Galloway informed the group NCCIHMRRA presented a mercury spill response training with a PowerPoint presentation at the DuPont Experimental Station. The City of Wilmington's new Haz Mat Team participated in the training and it went very well. The training committee is working on next year's training agenda.

Transportation: Al Stein was not in attendance and Chairman David Irwin provided the transportation report. Chairman Irwin reported on the new proposed regulation to strengthen PIH (poison inhalation hazard) railcars. This would include a side and frontal impact test. New type PIH cars must be built 2 years after regulation is finalized. All PIH cars must meet regulation standard 8 years after regulation is finalized.

Staff Reports: Chairman David Irwin, Bill McCracken, and Joe Leonetti presented their staff reports, which are attached.

Old Business:

No old business to report.

New Business:

Haz Mat Conference Presentation: Bill McCracken recognized and thanked all the people who contributed to the success of the conference. Joe Leonetti provided a PowerPoint presentation which included an overview of the conference planning, training sessions, and participants. The keynote speaker for the Friday night dinner and social event was Gregg Knoll. At the training sessions at DuPont Edgemoor on Saturday, there were over 150 participants, 15 organizations, and 35 pieces of equipment.

Honeywell Plant Tour and demonstration of mitigation systems was postponed due to inclement weather. Another tour can be rescheduled at a later date. Tim Love provided a brief overview of the plant to the group.

Comments:

Arthur Paul added that the Haz Mat Conference was dedicated to Jim Kenney.

Dave Carpenter, Jr., stated that at the Haz Mat Conference, the attendance factor at the EMS portion needs to improve. The doctor from Thomas Jefferson was very good, and for next year's conference, the EMS portion should be a full-day session.

Anthony Murray thanked DEMA and the LEPC for advertising the U.S. DOT workshop held the day before the conference.

John Verdi also commented that the conference was very good, and was a job well done.

Chairman David Irwin stated that the conference committee, with the support of DuPont, did an excellent job. Chairman Irwin presented a plaque to Al Donofrio, accepting for the plant manager who could not attend, recognizing the DuPont Edgemoor site (see attached photo). Mr. Donofrio thanked the members for acknowledging DuPont Edgemoor.

Babak Golgolab advised the members of emission problems at Claymont Steel. The community is working with DNREC to bring in global community monitoring or bucket brigade monitoring of air quality in Claymont. The project will kick off early June and last for one year. It should prove or disprove emission issues at Claymont Steel.

No further business, the meeting adjourned at 3:35 p.m.

NOTICE OF NEXT MEETING

Host: DuPont Edgemoor

Date and time: July 14, 2008, 2:30 p.m.

Directions will be sent with agenda.

dco

LEPCminutes5/12/08meeting

Staff Reports

David Irwin

- Executed contract with New Castle County for balance of FY 2008
- Managed effort to develop and submit in a timely manner the NCC LEPC FY 2009 SERC budget request
- Led effort to develop Jim Kenney tribute
- Represented NCC LEPC at J. Kenney's service
- Conducted staff meeting to review and agree roles, responsibilities, and strategy for delivering FY 2009 Work Plan
- Attended the 1st Haz Mat Conference dinner (4/4) and training sessions (4/5)
- Participated in the NCCIHMRMRA Steering Committee SOG development meeting
- Worked with administrative assistant to finalize approved draft SOGs and forms in preparation for submission to printer
- Working with NCCIHMRMRA Steering Committee to implement a transparent process to ensure members are covered by DNREC medical and Workers' Compensation programs
- Reviewed Tier II database and facility files
- Reviewed and modified Plan Review protocol
- Using a risk based approach, began prioritizing facilities for the 2008 Plan Review schedule
- Represented NCC LEPC at the DuPont CAP meeting
- Led efforts to officially recognize DuPont Edge Moor Site for hosting the 1st Haz Mat Conference
- Working with Administrative Assistant to finalize NCCIHMRMRA Medical Monitoring Tag specifications and schedule printing

Bill McCracken

- Attended the SERC meeting 3/12
- Continued working on the Delaware Haz Mat Conference
- Met with the Conference Caterer 4/1
- Held the last Conference Committee meeting 4/3
- Attended the Delaware Haz Mat Conference Dinner 4/4
- Attended the Delaware Haz Mat Conference Training and Exercises 4/5
- Attended the LEPC Consultants meeting 4/8
- Completed the Conference Survey 4/10
- Started work on the LEPC Haz Mat Plan revisions
- Attended the IT Committee meeting 5/6
- Updated the facility chemical release information
- Completed the FY2009 Budget & Work Plan

Joseph Leonetti

- Attended the March NCC LEPC meeting at Astra Zeneca
- Began consultant/trainer duties for the New Castle County LEPC on April 1, 2008
- Made notification to all New Castle County Special Operations Team members and EMT's for the Delaware Haz Mat Conference because of the limited response to the EMS portion of the conference
- Attended the NCCIHMRA Steering Committee meeting on the Standard Operating Procedures and Training at the DNREC Lukens Drive facility
- Redesigned the NCCIHMRA Accountability card to double as an Identification card with approval of DNREC
- Attended Jim Kenney Funeral Services
- Set up and delivered equipment for the Delaware Haz Mat Conference at DuPont Edgemoor
- Attended the Friday Haz Mat Conference Dinner
- Attended the all day Saturday Delaware Haz Mat Conference
- Prepared a draft article on the Delaware Haz Mat Conference for Fire Service News
- Attended a coordination and information meeting with LEPC Staff
- Attended a meeting with Marybeth Holland, Director of Emergency Services of the St. Francis Hospital, for Emergency Room Haz Mat training
- Attended funeral of former DEMA Director Sean Mulhern
- Attended the second NCCIHMRA SOP meeting at DNREC Lukens Drive facility
- Developed a draft of the training outline and sent it to St Francis for approval
- Attended CAP meeting at DuPont Edgemoor
- Prepared a PowerPoint presentation on the Delaware Haz Mat Conference for the May New Castle County LEPC meeting