



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  
November 10, 2008**

***Host: Hercules Research Center***

***Location: 500 Hercules Road, Wilmington, DE***

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

**Welcome:**

Mr. Vito DeMaio welcomed and thanked everyone in attendance and introduced the Site Director, Mr. Steve Prescott. Mr. Prescott provided a brief presentation about the Hercules Research Center site. He also mentioned that Hercules will become Ashland Chemical on November 13, 2008.

**Approval of Agenda/Minutes:** Jerry Llewellyn made a motion to approve the agenda and minutes. Bob Barrish seconded the motion. All in attendance unanimously approved.

**Committee Reports:**

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

\$123,409.00 – FY 09 Appropriation  
- 29,085.47 – Expenses to Date  
\$ 94,324. - Balance

**Training:** Mark Dolan was not in attendance. Bruce Galloway reminded the members that the seventh annual NCCIHMRA dinner training meeting will be held at the Five Points Fire Company banquet hall on Wednesday evening, November 12, 2008.

**Transportation:** Al Stein was not in attendance. Anthony Murray from the U.S. DOT advised there is a training video on "how to use" the 2008 Emergency Response Guide Book. Free copies of the video will be available in December, and he will bring copies to the next LEPC meeting.

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

**Old Business:**

Chairman Irwin, referring to the Transportation item from the September meeting concerning the Civil Air Patrol, advised the members that the service the Civil Air Patrol provides is for government organizations only, not private industries. Chairman Irwin wanted to clarify any confusion and correct the information supplied previously.

Chairman Irwin advised they are moving forward on creating the LEPC brochure with the help of Ciba Specialty Chemicals, Delmarva Power, DuPont, and Honeywell. Joe Leonetti was not in attendance, and he will provide an update at the next LEPC meeting.

Chairman Irwin informed the members that Councilman Bill Bell would like to work with the LEPC to promote LEPC activities. The LEPC logo and link is on the OEM main page on the County's website, and we will look at having it on the County's main page.

Bill McCracken provided an update from DNREC on the Confidential Business Information concerning Tier II. Tier II Manager does have the capability for facilities to mark their chemical storage locations as confidential, as well as the capability of marking the chemical as Trade Secret protected. He advised that the only thing that is confidential is the storage location information. All other information, chemical name, quantities, are not confidential. Confidentiality only goes to the storage location and quantities at those storage locations. As for Trade Secret, that is a little more in depth. At this time, there are no facilities that actually have a chemical marked as Trade Secret.

Arthur Paul from DEMA reported that the DENS system contract was awarded to First Call for another three years.

#### **New Business:**

Chairman Irwin brought up the work plan of the Hazardous Materials Emergency Preparedness (HMEP) Grant, that was approved at the July LEPC meeting, specifically the Hazardous Materials Transportation Study to be initiated on response capabilities for major incidents involving rail, waterway, and pipeline. Bill McCracken advised that the State of Delaware is looking into this study and the LEPC will work with them. The LEPC will hire a vendor with HMEP funds to do a video on the hazardous materials response system and how the LEPC integrates into that system. Chairman Irwin advised the members that he would like a motion to delete the original HMEP project concerning the transportation study and substitute a 15-minute video to describe emergency response questions, because the community is not aware of the LEPC's role in emergency response. The target audience would be outreach events, civic associations, and training classes. Bob Barrish made the motion to change the HMEP project. John Verdi seconded the motion. All in attendance unanimously approved.

Chairman Irwin asked Bob Barrish to provide a brief overview of the U.S. EPA Region III Haz-Mat Conference he attended in Richmond, Virginia, in October. Mr. Barrish felt the conference was excellent. He attended various informative sessions, including a presentation given by the Chemical Safety Board on a 500 gallon propane incident with four deaths. He participated in a peer-to-peer round table breakfast with representatives from other LEPC's, and noted that New Castle County's LEPC is steps ahead of other LEPC's on performing facility visits.

Bruce Galloway presented to the group a U.S. Department of Energy presentation titled "*Introduction to Hydrogen Safety for First Responders*," which provided basic hydrogen safety tips and standard response protocol. As an informational note, to identify hydrogen fuel cell vehicles, they usually have a blue diamond on the rear. To learn more about hydrogen, go to the website: [www.hydrogen.energy.gov](http://www.hydrogen.energy.gov). Kevin Eichinger from the University of Delaware advised they have a hydrogen fuel cell bus used for presentations and training. They also participated in a hydrogen road tour and saw filling operations and how they work. If any facilities would like to see the bus or the program, contact him at 302-831-2103, or Email: [eich@udel.edu](mailto:eich@udel.edu).

**Host LEPC Meetings - 2009: Chairman Irwin thanked all the facilities who hosted meetings in 2008. He advised there was a sign-up sheet on the table for those interested in hosting a LEPC meeting in 2009. One date, July 13, is still open. If anyone would like to volunteer to host the July meeting, contact Diane Opdenaker at 302-395-2701. Below are the confirmed locations for the meetings in 2009. Thank you to everyone who signed up to be a host.**

**January 12 – University of Delaware**

**March 9 – Ciba Specialty Chemicals**

**May 11 – Christiana Care**

**July 13 – OPEN**

**September 14 – Delmarva Power**

**November 9 – Ashland (Hercules) Research Center**

**Public Comments: None.**

**No further business, the meeting adjourned at 3:20 p.m.**

**NOTICE OF NEXT MEETING**

**Host: University of Delaware**

**Date and time: January 12, 2009, 2:30 p.m.**

**Directions will be sent with agenda.**

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LEPCminutes11/10/08meeting

NCC LEPC  
Staff Report  
November 10, 2008

SERC/DEMA Activity:

- Attended the Information Technology Committee Meeting.
- Met with DEMA representatives to discuss planning the 2<sup>nd</sup> Hazardous Materials Conference.
- Met with DEMA representatives to discuss FY2009 Federal HMEP grant qualification criteria and submission process.
- Met with DEMA and New Castle County representatives to discuss HMEP sub-grant reimbursement process.

Plan Reviews:

- Keen Compressed Gas
- Municipal Services Commission

Tier II Manager:

- The inputting of the ADC Map coordinates into Tier II Manager is completed.
- Led efforts to ensure the Fire Service will have direct access to the Tier II data for their respective fire district.
- Developed a checklist for facilities to report a hazardous material release.

Community Outreach:

- Presented LEPC overview presentation to FMC CAP meeting attendees.
- Met with K Video representative to obtain a proposal for producing a 15 minute LEPC Video that will be used as part of our outreach program.
- Communicated with DuPont Edge Moor, Ciba, and Honeywell regarding the development of an outreach brochure.
- Attended Elsmere Fire CO. Open House and distributed LEPC informational materials.
- Attended Brandywine Hundred Fire Co. Open House and distributed LEPC informational materials.

Drill/Exercises:

- Participated in the Valero refinery drill on 9/24.
- Initiated discussion with a vendor to obtain a proposal to conduct a rail car incident tabletop exercise in January.

NCCIHMRAs:

- Coordinated NCCIHMRAs training sponsored by and conducted at Honeywell.
- Working with DNREC coordinated efforts to acquire OSHA approved Command Vests for NCCIHMRAs.
- Participated in NCCIHMRAs SOG meeting.

- Led efforts to obtain funds and organize the annual NCCIHMRA Training Dinner scheduled for 11/12 at the Elsmere Fire Hall.
- Coordinated efforts to produce and deliver NCCIHMRA SOG manual for 11/12 training exercise.
- Coordinated efforts to develop NCCIHMRA recognition plaque for six retiring members.

#### Staff Activities:

- Two Staff Meetings were held since the last LEPC Meeting.
- Evaluated feasibility of using Department of Homeland Security software program for private industry.
- Participated in a conference call for the planning of the 2009 Hazmat Conference.
- Attended NCC Flood Workshop for planning of hazmat issues and concerns during a flood type incident.
- Coordinated with DEMA and Fire School representatives and other committee members to establish date and location of the 2<sup>nd</sup> annual Delaware Hazmat Conference.
- Attended the RMAT Meeting at Kent County EOC on 10/22 for the integration of hazmat information, personnel, sites, and equipment into the system.

#### Training Activities:

- Modified the presentation and sent handout information to the point of contact for A.I. DuPont Hospital.