



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 19, 2007**

**Host: New Castle County Office of Emergency Management  
Location: 3601 N. DuPont Highway, New Castle, DE**

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

**Welcome:**

Chairman Irwin introduced Dave Carpenter, Jr., Coordinator of Emergency Management for New Castle County who welcomed everyone to the new Paul J. Sweeney Public Safety Building. He briefly explained that the four divisions in Public Safety – Police, Emergency Medical Services, Communications, and Emergency Management are now housed in one facility. The building is a state-of-the-art facility with the most sophisticated security and technology equipment.

**Committee Reports:**

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

**\$114,973.00 – FY 08 Appropriation  
- 36,183.78 – Expenses to Date  
\$ 78,789.22 - Balance**

**Training: Mark Dolan presented the attached training summary for 2007 and training schedule for 2008.**

**Transportation: Al Stein reported on two items. 1) Trucks from Mexico must meet all U.S. requirements. An exception if the company has a subsidiary in Mexico, they can use Mexican drivers. 2) Norfolk Southern has a new breaking system on trains. The first train with the new system was used on October 11, 2007. Also, Norfolk Southern has a clean energy business in Bellevue, Ohio.**

**\*\*Correction to last meeting's minutes – "Mr. Murray from the U.S. DOT reported that the Bills of Lading emergency response information must be in English per DOT regulations." (change guidelines to regulations)**

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

**Old Business:**

**Haz-Mat Conference:** Bill McCracken reported that due to a breakdown in contract negotiations, Chief Buzz Melton will not be conducting the training at the conference scheduled for April 4 & 5, 2008. On October 24, 2007, the conference committee held a meeting at the Delaware State Fire School. Director Newnam of the Fire School and Captain Carter of the National Guard formed a search committee to find a new contractor. If an acceptable contractor cannot be found, the Delaware State Fire School instructors will provide the hazmat training, and Director Newnam pledged up to \$4,000 additional funds if needed. Gregg Noll was contacted to be a speaker at the dinner on April 4, 2008.

**SERC Meeting:** Chairman Irwin attended the SERC meeting in September; however, he requested that Art Paul provide the report. Art reported that the FY 2007 SERC Annual Report was approved at the meeting. He also advised they looked at the SERT Plan and the fire chiefs have some changes. At the meeting, Norfolk Southern gave a presentation on their safety record. The next SERC meeting is scheduled for December 12, 2007, at 9 a.m., at the State Fire School.

**Status of Plan Revisions:** Bill McCracken reported the LEPC is waiting for finalization of the state plan to issue the LEPC Haz-Mat Plan. This should occur in the near future.

**New Business:**

Chairman Irwin informed the members of the resignation of Jim Kenney effective December 7, 2007, due to health problems. The LEPC needs to find someone to fill the position. A search committee, consisting of Dave Ennis, Al Donofrio, Bruce Galloway, and Mark Dolan, has been formed to find a candidate. Chairman Irwin read the series of responsibilities of the position, and if anyone is interested, they should send their resume to him at [david.irwin@astrazeneca.com](mailto:david.irwin@astrazeneca.com).

**DuPont Incident Investigation:** Al Donofrio provided an overview presentation of the September 7, 2007, incident at the Edgemoor Plant, which was a leak that developed in the chlorinator outlet flue piping. There were no community or workforce health concerns or adverse environmental impact from this incident; and DNREC, LEPC, and Coast Guard were contacted. Recommendations were made and preventive measures have been established. Mr. Donofrio answered questions from the members and Mr. Irwin thanked him for the very informative presentation.

**Host LEPC Meetings:** Diane Opdenaker advised the members there was a sign up sheet on the table for those interested in hosting a LEPC meeting in 2008. Two dates, July 14 and November 10, are still open. Below are the confirmed locations for the meetings in 2008. Thank you to everyone who signed up to be a host.

January 14 – Valero Delaware City Refinery

March 10 – AstraZeneca

May 12 – Honeywell

July 14 – OPEN

September 8 – DuPont Chestnut Run

November 10 – OPEN

**Overview of Public Safety:** Dave Carpenter, Jr., provided an overview presentation of the Office of Emergency Management. Included were the program mission, programs and services, administration, current staff, emergency plans, notification and alert, partnerships and coordination, training and outreach, exercises and training conducted, 2006 EOC activations and incident support, and multi-agency planning initiatives. Mr. Ennis commented that the Blood Bank has a self-contained vehicle that has the capability to assist people on life support, which could be a good resource if needed. Mr. Carpenter also mentioned that the Public Safety Building is a green building, which makes it very energy efficient.

No further business, the meeting adjourned at 3:40 p.m. Dave Carpenter, Jr., gave a tour of the building to the members, which included the Emergency Operations Center and the 911 Center.

#### **NOTICE OF NEXT MEETING**

**Host:** Valero Delaware City Refinery  
4550 Wrangle Hill Road, Delaware City  
**Date and time:** January 14, 2008, 2:30 p.m.  
**Directions** will be sent with agenda.

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LEPCminutes111907meeting

# **NCC LEPC**

## **Staff Report**

**November 19, 2007**

- 1. Planning continues for the 2008 Haz-Mat Conference scheduled for April 4 & 5, 2008.**
- 2. Attended the SERC meeting that was held on September 19, 2007.**
- 3. Participated in the NCCIHMRA Training Committee review and update of the team's SOP's.**
- 4. Work has commenced on preparing the annual summary sheet for Haz-Mat facilities by fire district. Each Chief will receive his copy.**
- 5. Attended the NCCIHMRA training sessions conducted by Tony Murray of the DOT on October 9 & 11, 2007.**
- 6. Organized the annual NCCIHMRA training dinner held at the Elsmere Fire Hall on November 7, 2007.**
- 7. The Hazardous Substance Response Plan has been reviewed. There are proposed revisions to the SERC Plan awaiting final approval. They will be incorporated when resolved.**
- 8. Completed five on-site assessments of site Emergency Response Plans. The companies audited were:**
  - ✚ Croda**
  - ✚ Valero**
  - ✚ The Pond**
  - ✚ Honeywell**
- 9. Work is in progress to provide the 911 Center with hard copies of the Haz-Mat Facilities Data by fire district in case of an Internet failure.**
- 10. Arranged and received funding for Marine Response Operations training scheduled for February 5 & 7, 2008, at the Elsmere Fire Company.**
- 11. Worked with NCCIHMRA Training Committee to present chemical monitoring course in March, 2008.**

**NEW CASTLE COUNTY INDUSTRIAL HAZARDOUS MATERIALS RESPONSE ALLIANCE TRAINING COMMITTEE**

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**NCCIHMRA CY2007 TRAINING SUMMARY  
(25 Total Training Hours)**

**Session I:** Conducted on Saturday, January 13<sup>th</sup> from 9:00 am to 3:00 pm (6hrs) at the Elsmere Fire Company Fire Station 16

**NIMS (National Incident Management System) Training provided by the Delaware Emergency Management Agency** who presented course FEMA IS-700 "NIMS, An Introduction" for certification and course ICS-100 "Introduction to Incident Command System" for certification. The Federal Government requires all first responders to be certified to these two course levels.

**Session II:** Conducted on Tuesday, February 6<sup>th</sup> and Thursday, February 8<sup>th</sup> from 5:00 pm to 9:00 pm (4hrs) either evening at the Elsmere Fire Company Fire Station 16

**Shipborne Operations Orientation Course instructed by Mr. Douglas Dillon, Executive Director of the Tri-State Maritime Safety Association and Chief of the DE/NJ/PA Maritime Incident Response Team** who presented an awareness level course designed to prepare emergency responders to perform safely and effectively during hazmat incidents aboard ships.

**Session III:** Conducted on Tuesday, March 6<sup>th</sup> and Thursday, March 8<sup>th</sup> from 5:00 pm to 9:00 pm (4hrs) either evening at the Delaware State Fire School New Castle Center

**Fundamental and Intermediate Concepts of Toxic Industrial Chemical Air Monitoring, Detection and Identification and Radiological Responses Course instructed by NCCIHMRA Hazmat Instructors** as a hands-on workshop involving basic and advanced detection, atmospheric monitoring, product sampling, product identification, instrumentation and new WMD monitors and radiation detectors.

**Session IV:** Conducted on Saturday, April 28<sup>th</sup> from 8:00 am to 4:00 pm (8hrs) at the Dupont Edge Moor Site

**Hazardous Materials Technician Skills Workshop Conducting Multiple Hazmat Field Exercise Scenarios administered by Delaware State Fire School Instructors** with the Belvedere Fire Company's Hazmat 30 Trailer and tactical decontamination by the New Castle County Hazardous Materials Decontamination Team from the Elsmere, Cranston Heights and Five Points Fire Companies. Participants received Delaware State Fire School Hazmat Technician Refresher certification.

**Session V:** Conducted on Tuesday, October 9<sup>th</sup> and Thursday, October 11<sup>th</sup> from 5:30 pm to 8:30 pm (3 hrs) either evening at the Elsmere Fire Company Fire Station 16

**US DOT Hazardous Materials Transportation Outreach Course instructed by Mr. Anthony Murray, US Department of Transportation Pipeline and Hazardous Materials Safety Administration, Hazardous Materials Safety Assistance Team - Eastern Region.**

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**NEW CASTLE COUNTY INDUSTRIAL HAZARDOUS MATERIALS RESPONSE ALLIANCE TRAINING COMMITTEE**

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**NCCIHMRA CY2008 QI & QII – TRAINING SCHEDULE**

**Session I:** Tuesday, February 5<sup>th</sup> and Wednesday, February 6<sup>th</sup> from 5:00 pm to 9:00 pm (4hrs) either evening at the Elsmere Fire Company Fire Station 16

**Part II Shipborne Operations Orientation Course instructed by Mr. Douglas Dillon, Executive Director of the Tri-State Maritime Safety Association and Chief of the DE/NJ/PA Maritime Incident Response Team** will present the second part of an awareness level course designed to prepare emergency responders to perform safely and effectively during maritime responses for hazmat incidents aboard ships.

**Session II:** Tuesday, March 11<sup>th</sup> and Thursday, March 13<sup>th</sup> from 5:00 pm to 9:00 pm (4hrs) either evening at the Dupont Experimental Station

**Fundamental and Intermediate Concepts of Toxic Industrial Chemical Air Monitoring, Detection and Identification and Radiological Responses Course instructed by NCCIHMRA Hazmat Instructors** as an extensive hands-on, exercise-based workshop involving basic, intermediate and advanced detection, atmospheric monitoring, product sampling, product identification, instrumentation and new WMD monitors and radiation detectors.

**Session III:** Friday, April 4<sup>th</sup> from 6:00 pm to 9:00 pm (2hrs) at the Brandywine Hundred Fire Company Banquet Hall

**LEPC-sponsored Delaware Hazardous Materials Conference Meeting**

**Session IV:** Saturday, April 5<sup>th</sup> from 8:00 am to 4:00 pm (8hrs) at the Dupont Edge Moor Site

**LEPC-sponsored Delaware Hazardous Materials Conference's Hazardous Materials Technician Skills Workshop Administered by the Delaware State Fire School** conducting Multiple Hazmat Field Exercise Scenarios involving DNREC EPRB, NCCIHMRA, DEMA, NCC Hazmat Decon Team and Belvedere Fire Company Hazmat.

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