



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
September 8, 2008**

Host: DuPont Chestnut Run

Location: 974 Centre Road, Wilmington, DE

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

Welcome:

Mr. Wayne Hopkins welcomed and thanked everyone in attendance. Mr. Hopkins provided a brief presentation about the Chestnut Run site. The site, built in 1952, includes production development and the fabrication and testing center. The Chestnut Run offices, built in 1962-1978, include administration, marketing, engineering, and support. By 2012, three new office buildings are to be constructed to move 2,000 employees from Barley Mill, at which time the total population at Chestnut Run will be approximately 5,200 employees.

Approval of Agenda/Minutes: Babak Golgolab made a motion to approve the agenda and minutes. Bruce Galloway 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
- 12,318.65 – Expenses to Date
\$111,090 - Balance

Training: Mark Dolan presented the attached NCCIHMR training report.

Transportation: Al Stein was not in attendance. Chairman Irwin informed the group there are partnerships ongoing between different sectors in Homeland Security, and described software the Civil Air Patrol uses which plots a railroad line. They can fly the same route and put it in the computer module to differentiate any changes. Civil Air Patrol will provide this service for free, and is only requesting payment for the fuel usage while flying. The contact at Civil Air Patrol is Mr. Mooney. If anyone is interested, let Diane Opdenaker know, and Chairman Irwin will get the information.

Staff Report: Bill McCracken presented the attached staff report.

SERC Meeting: Chairman Irwin highlighted on several items discussed at the meeting.

- 1) DNREC advised that a number of propane tanks break loose from storms. They have formed a committee to look into enforcing laws, creating new laws, to get control of propane tanks breaking loose from floods.
- 2) Art Paul presented the SERC Annual Report to review, which will be approved at the December meeting.
- 3) Pipe bomb incident in Milford – State Police and State Fire Marshal’s Office gave a presentation and overview of the dangers. Chairman Irwin asked them to give a presentation at a future LEPC meeting.

Old Business:

EPA Region III Conference: Chairman Irwin advised there is availability for 2 individuals from the LEPC to attend. Bob Barrish has indicated he will attend the conference.

LEPC brochure: Surveys conducted by DuPont Edgemoor and Ciba indicate that many residents are unsure about what to do in the event of a chemical emergency. An informational brochure will be developed as a means to communicate emergency preparedness information to residents at various venues. Driven by Joe Leonetti, the brochure will be developed as a partnership between the LEPC, Industry, and local government. Both Ciba and Honeywell offered to share the brochures they currently distribute in their community. Joe reported he will meet with the Communications person at DuPont Edgemoor to create this brochure. Ciba, Honeywell, and Delmarva Power have expressed interest in sponsoring this project. Mr. Leonetti informed the group that he plans to attend civic association meetings, fire company open houses, etc., to promote the mission of the LEPC. Mr. Leonetti also indicated he will look into an advertisement in New Castle County’s seasonal events guide. Chairman Irwin proposed to the members the need to purchase a table, banner, and display board to use at outreach events, and Vince Jacono provided some approximate costs since Delmarva has also been looking into these items. Bruce Galloway expressed that the LEPC needs a budgeting plan. Joe Leonetti will speak with Vince Jacono concerning specifications on the items to be purchased.

New Castle County Council: Chairman Irwin informed the members that the LEPC presentation was provided to the New Castle County Council Public Safety Committee. Councilman Bell expressed his support of the LEPC and NCCIHMR. He suggested using the New Castle County website, newsletter, etc., as a means to make the public more aware of the LEPC. Chairman Irwin agreed to evaluate the feasibility of the idea and get back to him. The LEPC website can be found on the SERC website, and it can be updated by DNREC. To move forward, we need to determine if the website can be linked to the County website.

Office of Emergency Management Outreach: Diane Opdenaker reported that for the calendar year 2007, OEM participated in 9 outreach events, which included health fairs, fire company open houses, and civic groups. At these events, OEM and LEPC handout materials were distributed. OEM also provided 5 Community Emergency Response Team (CERT) training classes in 2007.

New Business:

Tony Murray from U.S. DOT informed the members that the International Association of Firefighters and the U.S. DOT are producing a video on how to use the 2008 Emergency Response Guide book. They are putting together a focus group, which is scheduled to meet in Newark, New Jersey, on November 13th. They would like 2 people from each state to attend.

Bill McCracken reported the SERC IT committee requested an opinion from the Attorney General on how to share information in the Emergency Response Plan. One item on the agenda at the next IT meeting will be the EPCRA versus FOIA issue. The Division of Air and Waste Management has received an opinion from the attorneys regarding this issue. Essentially, the opinion states that where there is conflict, the federal law preempts our State law. Using the LEPC community emergency plans as an example, the federal law says they have to be made available to the public. However, homeland security provisions added to our State FOIA statute would exempt information in such plans from being publicly available. The legal opinion says we would have to allow the public to have access to the LEPC plans, as required under the federal law, but we would not be required to provide copies, or allow them to make copies. The LEPC plans could be made available by allowing the public to view the plans on-site at the LEPC office locations only. If we *wanted* to provide copies (though not required), we could redact any information deemed sensitive under our State FOIA. The same situation would apply to the Annual Hazardous Inventory (Tier II) reports. The public would be allowed to view the complete Tier II reports on site at DNREC, but if any copies were provided or data searches/printouts provided from DNREC's computer system, specific information such as the amounts and locations of the chemicals within facilities would be redacted/excluded, since those data elements are covered by exemptions in our State FOIA law. Chairman Irwin asked when companies submit Tier II information, is there a box to check if it is sensitive information. Rich Antoff will check with Bob Pritchett and advise.

Wayne Ashbee stated community residents have questioned him on getting information to the public on evacuation routes for haz-mat releases. Bob Barrish commented that the information should probably be sent out using the DENS system. Brian Bannon, OEM Planner, mentioned that evacuation routes would vary due to the nature of the release, or residents may be instructed to shelter-in-place.

Dan Rose from DEMA attending for Arthur Paul advised the members that the selection committee for the DENS system will provide the status of the DENS proposals submitted by September 12th, and a vendor will be chosen to provide this service.

Chairman Irwin presented to the group a video from 60-Minutes showing the dangers associated with dust.

Vince Jacono reported on Delmarva Power's statistics from Tropical Storm Hanna on Saturday, September 6th. There were approximately 26,000 people affected in the Delmarva area, and by Sunday morning only 100 – 200 were still without power. Employees worked a 16-hour day on the day of the storm, and the drills conducted at Delmarva proved to be helpful.

Jeff Miller, OEM Planner, at the request of Chairman Irwin, provided a brief overview of the operations in the EOC, which was activated during Tropical Storm Hanna. Chairman Irwin requested for OEM to provide these briefings to the LEPC after incidents where the EOC is activated.

No further business, the meeting adjourned at 3:40 p.m.

NOTICE OF NEXT MEETING

Host: Hercules Research Center

Date and time: November 10, 2008, 2:30 p.m.

Directions will be sent with agenda.

dco

LEPCminutes9/8/08meeting

NCC LEPC
STAFF REPORT
SEPTEMBER 8, 2008

SERC/DEMA Activity:

- Prepared and submitted in a timely manner the NCC LEPC Annual Performance Report
- Prepared and submitted in a timely manner the NCC LEPC FY 2009 Goals and Objectives
- Submitted updated LEPC member list for review and approval
- Participated in the Planning and Training Committee meeting
- Participated in the DEMA HMEP sub-grant meeting

Plan Reviews:

- Conducted six Emergency Response Plan reviews and Facility visits:
 - Cermet Materials
 - Ciba
 - DuPont – Red Lion
 - The Pond Ice Arena
 - Burris Logistics
 - Southern States

Tier II Manager:

- Imputed ADC map coordinates into Tier II Manager
- Working with DNREC to provide instructions for uploading Facility Emergency Response plans into the Tier II Manager online reporting system

Community Outreach:

- Presented LEPC overview to NCC Council's Public Safety Committee
- Attended the Five Points Fire Company Open House and distributed LEPC material
- Coordinated with A.I. DuPont Hospital on presenting an awareness and operations class for their personnel on Sept. 30th

Drills/Exercises:

- Attended initial Valero spill/security exercise design and planning meeting
- Attended the NCC Fire Chiefs' meeting and discussed feasibility of a company hosting a tabletop exercise

NCCIHMRMRA:

- Active participant in the NCCIHMRMRA SOG meeting
- Coordinated efforts to develop, print, and deliver NCCIHMRMRA Medical Monitoring tags
- Coordinated with NCCIHMRMRA members to conduct Radiation Safety training for the NCC Hazmat/Decon Team

Staff Training:

- Attended Large Animal Decon class sponsored by County Emergency Management

Monday, September 8th, 2008

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 has finalized the training schedule for the remainder of CY2008. There are three events 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 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 will be Wednesday evening, November 12th, 2008.

In addition, the CY2009 NCCIHMRA Training Schedule is in the process of being finalized. The 2009 training sessions include the following:

- (a) Shipboard hazmat operations level course in February;
- (b) DEXSTA TIC monitoring course with hazmat scene bonding and grounding exercise in March;
- (c) Compressed gas emergencies for the hazmat technician in conjunction with the University of Delaware EHS team in April;
- (d) The second annual Delaware Hazardous Materials Conference in April;
- (e) The NCCIHMRA radiation monitoring training course in October.

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee conducted SOP Revision Meeting #20 from 5:00 pm to 7:45 pm on Wednesday evening, September 3rd, 2008, with eleven members in attendance. The Grounding and Bonding Procedure and Checklist were completed plus the CY2009 training schedule was reviewed.

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee has scheduled SOP Revision Meeting #21 from 5:00 pm to 7:15 pm on Wednesday evening, October 1st, 2008. Included during the October 1st meeting will be a walk-through of the training slated for the November 12th Planning Meeting.

Submitted by:
Mark Dolan
NCCIHMRA Training Committee