

STATE EMERGENCY RESPONSE COMMISSION

Meeting Minutes

March 14, 2012

Commissioners

Secretary Lewis D. Schiliro – Chair/DSHS	Jamie Turner – DEMA
Marjorie Crofts – DNREC/DWHS	David Irwin – New Castle County LEPC
Grover P. Ingle – State Fire Marshal	David Mick – Kent County LEPC
Sen. Bruce Ennis – DVFA	Charles Stevenson – Sussex County LEPC
Robert Newnam – DE State Fire School	James Lee – Consignees
Dwayne Day – DelDOT	Steve Owens – Water Transportation
Jim Paige – DSP	Dr. Jerry Llewellyn – Div. Public Health
Bob Byrd – Rail Transportation	

Members/Visitors

Robert Pritchett – DNREC	Ken Belmont – DPH
Robert Murray – SC EMS	Bob Barrish – Citizen/Kent LEPC
Ellen Malenfant – DNREC/ERB	Bill Hermstedt – Eastern Shore Natural Gas
Lynn K. Poling – Lewis Environmental	Patty Smenkowski – DEMA
Arthur D. Paul – DEMA	Giang Nguyen – DEMA

The March 14, 2012 meeting of the State Emergency Response Commission (SERC) was called to order at approximately 9:04 a.m. by the Chairman Lewis D. Schiliro, Secretary Department of Safety and Homeland Security. The attendees introduced themselves and a quorum was present. The December 14, 2011 meeting minutes were approved as written, following a motion by Mr. Steve Owens and second by Sen. Bruce Ennis.

STANDING COMMITTEE REPORTS

Finance and Budget Committee – Mr. Robert Newnam

SERC Fee Holding Account:

Carryover from 2011 calendar year	+ \$ 242,900
Fees received thus far in 2012	+ \$ 256,480 (a)
Projected reimbursements thus far	- \$ 0 (b)
Support for HazMat Training Workshop	- \$ 6,500 (c)

Account balance as of 3/9/2012 \$ 492,880

Decon Trailer Replacement Account:

Carryover from 2011 calendar year (interest info incomplete)	+ \$ 290,472 (d)(e)
Interest received thus far in 2012 calendar year	+ \$ 0 (d)(e)

Account balance as of 3/9/2012 \$ 290,472

Notes:

- a) Reports and fees from facilities covering calendar year 2011 were due (to be postmarked) by 3/1/2012. Additional fees are expected as we continue processing submissions and following up on delinquent reporters. Net fees collected in 2011 totaled \$286,880.
- b) Reimbursements will be necessary to a small number of facilities for reporting errors. These will be identified as submission reviews are completed. Reimbursements are typically mailed to facilities later in the year. Reimbursements in the last two years have totaled less than \$300.

- c) At the December 2011 SERC meeting, the HazMat Training Workshop Committee requested \$6,500 from fee funds to cover food and mementoes to support the Workshop. The request was approved. The workshop is scheduled for March 30 & 31, 2012
- d) Interest will continue to accumulate. Effective July 2008, interest from both the Fee Holding Account and Decon Trailer Replacement Account are being jointly deposited into the Decon Trailer Replacement Account.
- e) Interest amounts for the last several months of 2011, and the first two months of 2012 are not yet available – will be updated when info received.

HMEP Grant Review – Mr. Arthur D. Paul

Mr. Paul referred attendees to the HazMat Emergency Preparedness (HMEP) handouts which included the FY 2012 HMEP Budget and the sub-grant amounts. The FY 2013 Grant award will be \$118,094, basically the same as last year. The FY 2012-2013 grant will need to be submitted before May 1, 2012; therefore detailed information on activities will need to be submitted in early April to allow time to complete the budget narrative which requires much more detail than in the past. There will be a brief meeting to discuss the HMEP program and FY 2012-2013 Grant requirements following the SERC meeting.

Planning and Training Committee – Mr. Jamie Turner

The Committee met on March 8, 2012 at State Emergency Operations Center (EOC) and twelve members attended. The Committee Chairman Jamie Turner, DEMA Director, called the meeting to order at 11:03 am. The December 8th meeting minutes were approved. The following agenda items were briefed and discussed.

- SERC Meeting Agenda – Mr. Paul suggested a briefing from Eastern Shore Natural Gas. Bill Hermstedt spoke very briefly about Eastern Shore and the presentation. The committee agreed.
- HMEP Update – Mr. Paul referred attendees to the handout on FY 2012 Hazardous Material Emergency Preparedness (HMEP) Budget and the Sub-grant totals. The FY 2012-2013 Grant Package will need to be completed in early April and input from the Sub-grantees is required. The Grant Budget Narrative requirements are detailed and must include specifics on the projects for FY 2012-2013.
- 5th Annual DE HazMat Training Workshop – Mr. Paul briefed that the Training Workshop will be held March 30 & 31, 2012, and hosted by the 31st Civil Support Team (CST) at the Smyrna Readiness Center. He reviewed the registration form and the training sessions and trainer biographies.
- Hazardous Material Study Committee – This Committee met prior to this meeting and was chaired by Mr. Paul. The Special Committee was approved and established by the SERC for the purpose of validating the need for a Study and creating specifications for approval by the Commission. They have created five specifications, see Old Business.

The next scheduled training date is May 24th, however, it conflicts with the Radiological Emergency Preparedness (REP) Federally Graded Drill and will be rescheduled to May 17, 2012. The meeting was adjourned at approximately 11:45 a.m.

Decon Trailer Committee – Mr. Robert Newnam

The Committee met on December 7th and four members were present. Co-Chair Robert Newnam called the meeting to order at 11:00 a.m. at Delaware State Fire School.

- Repairs/Maintenance – None reported.
- Trailer Equipment – No concerns or issues

- Decon Team Activity Reports

	<u>Responses</u>	<u>Training</u>	<u>Public</u>
NCC	No report		
Kent	0	Training is continuing	
Sussex	No report		

- Old Business: None
- New Business – 1) DECON funding – re-allocation of Field DECON Unit funds – It was reported that this matter has been handled by the Fire Service (\$10,246.00). Will confirm with Mr. Metheny. 2) Review of funds request for Trailer replacement (\$59,000.00) – SERC Budget Committee – the amount was for two years as the account was not funded in 2010. The amount is 10% of the fees collected. 3) Review of funds request for DECON equipment (\$10,000.00) – SERC Budget Committee – this is an account that the SERC replenishes to maintain a balance of \$15,000.00.

Committee members discussed future spending requirements. At this time the members feel that the teams can maintain current capabilities with the funding provided. However, it is important to obtain an accurate amount for the maintenance of equipment from the provider for future planning. Meeting adjourned 1200 hrs.

Next Decon meeting scheduled for: June 6, 2012 – 10:00 am Fire School

Information and Technology Committee – Mr. Steve Owens

The Information & Technology (IT) Committee met on March 7, 2012 with 10 people present.

- Tier II Manager Status - 2011 Tier II reporting (March 1, 2012 deadline) – As of this meeting, 1687 facilities have reported, and 665 of these have been reviewed so far. There are roughly 250 facilities listed as active which have not yet reported. DNREC EPCRA will be contacting and following up on these facilities. Plotting of Tier II facilities – After loading the lat/longs collected for Tier II facilities from the 911 centers, there are approximately 300 active facilities that still need to be plotted and loaded into the facility GIS layer in Tier II Manager. DNREC EPCRA staff are starting training courses in GIS software, so they can plot these facilities and update the GIS layer directly (rather than relying on computer support personnel). Designation of Fire Districts for Tier II facilities – The Fire District field is currently empty for several hundred facilities within Tier II Manager. Once the Tier II workload subsides from the recent reporting deadline, DNREC EPCRA staff will work with 911 Dispatch Center contacts on process for updating this data field (as well as cross street, and 911 address fields). Planning for roll out to Fire Departments – Fire Department access to facility data is controlled by system based on Fire District the facility is plotted in, and the Fire District field entered by the 911 Centers. Due to current data gaps, roll out to Fire Departments currently on hold until all facilities are plotted and Fire District fields completed. Will also need to consider impact of new version coming in mid-2013. Creation and distribution of backup disk – Data on disks are designed to be organized by Fire District. This project also on hold until Fire District fields completed. Upgrade to Tier II Manager .NET version in 2013 – The DNREC EPCRA program forwarded all comments to contractor for suggested improvements to be incorporated into new version. Total cost for the upgrade is \$31,250. Current plan is to request penalty funds thru DNREC to cover this project. If not available, will request SERC funds as backup. Field for ADC Map Page designation for each facility within Tier II Manager was discussed. This field was originally designated to be maintained by the LEPCs. Field is currently empty for many facilities, and for those where it was previously entered, the page references may now be incorrect. It was reported that ADC reduced the book size which caused maps to show smaller areas, meaning page numbers have changed. With advancements in GIS systems and uncertainties about the future of ADC maps, there are questions on whether or not this field is even useful anymore. Discussions will be held with Fire Board and Fire Chiefs to determine if this field should be updated, or done away with. During discussions, it was noted that some facilities do not

know their designated Fire District. The suggestion was made that Tier II Manager System should display Fire District identified for each facility on pages visible to reporting facilities, so that facilities can see their designated Fire District. DNREC EPCRA program will forward this suggestion to contractor.

- FY 2013 budget request- A request for \$10,590 was submitted to the SERC Finance on February 15. The request was reviewed and approved by the Committee. The FY 2013 budget includes \$2000 for annual EPCRA newspaper ads, since these can no longer be paid for thru HMEP funds. It was also noted that our annual licenses and maintenance/ support contract for the Tier II Manager system will be increasing from \$7,490 to \$11,250 in FY 2014 (with upgrade to new version). Our current annual charges have remained constant for approximately the last 7 years.
- Annual newspaper ads - Draft copies of ads were distributed for review. Ads will be run in April, in News Journal and State News/package deal of local papers. Final ads will be e-mailed to Committee for review before running.
- Updates to emergency release notification guidance materials - Based on discussion at the last meeting, the “Who Ya Gonna Call” outreach item was updated. It is now a full page with all info on one-side, and additional updates were incorporated. The related business card with chemical release notification info was also updated. Copies were distributed for review, to be finalized at the next meeting. *The general EPCRA outreach flier was also distributed for review and comment. Changes will be incorporated and finalized at the next meeting.
- Web page address - It was reported that DNREC updated their web servers, and in the process, the web page names were modified. The new SERC web address is www.dnrec.delaware.gov/SERC. The old address (www.SERC.delaware.gov) will still work...a pointer is in place that will automatically redirect users to the new page.
- General discussion on facility obligations with respect to developing/maintaining emergency plans under various regulations/statutes - Facility planning obligations were discussed, including the list of federal regs/statutes that require plans as listed in EPAs “one-plan” guidance. There was significant discussion on the issue of public access to the plans. EPCRA allows for public access to LEPC plans, but does not address facility plans. The public can request plan information from facilities, but the facilities will determine what info to provide. Facility reports under EPCRA can be accessed under FOIA. Several years ago, the SERC approved a policy outlining procedures for access to EPCRA info. Under State FOIA, access to location info for chemicals at facilities is limited.

The I & T Committee has had a long standing vacancy for the Private Sector position. The Committee recommends that Ms. Lynn Poling, Lewis Environmental, fill the position. Ms Poling regularly attends LEPC meetings and has supported DE TRANSCAER and HazMat Training Workshop events. She is the perfect candidate. Following discussion, Mr Steve Owens made the motion, Mr. Dave Irwin seconded, and the motion was approved with no further discussion.

It was agreed that the Committee would meet quarterly on the Wednesday before each SERC Meeting. The next meeting date is June 6, 2012 at 9:00 a.m. at the Fire School in Dover.

LOCAL EMERGENCY PLANNING COMMITTEE REPORTS

New Castle County – Mr. David Irwin

- Meeting Notes – The January 9, 2012 regular LEPC meeting was hosted by the DuPont Chestnut Run Plaza, Wilmington, DE 19880. Thirty-eight individuals attended the meeting. Highlights: Scott McClaren, NCC Police Chief and Director of Public Safety complemented the LEPC for its many achievements and pledged his support for future endeavors. Committee Reports – Finance – Chairman Irwin reported that the appropriation balance is \$56,851.39. I.T. – LEPC Vice Chairman Murabito reported no meeting has occurred. Training – Committee Chairman Mark Dolan reported that no training sessions were conducted between November 14, 2011 and January 9, 2012. The NCCIHMRRA Training Committee is in the process of finalizing the CY2012 training schedule. Transportation - Committee Chairman Al Stein, discussed, the new regulations for PIH Rail Tank Cars. Motion to renew LEPC staff agreements for FY2013 was passed unanimously. Motion to approve Steering Committee recommended FY2013 Budget was passed unanimously. Motion to approve Steering Committee recommended FY2013 Work Plan was passed unanimously. Discussed the upcoming 5th Annual Hazardous Materials Training Workshop. A Critical Infrastructure Protection presentation was given by Ken Greeson, DHS , Protective Security Advisor. D. Carpenter, NCC OEM presented information on the DHS 3 year exercise schedule for NCC/Wilmington. Delaware City Refining donated funds to enable the LEPC to become a licensed agent for the Wally Wise Guy Shelter-In-Place program
The March 12, 2012 regular LEPC meeting was hosted by Lewis Environmental, 101 Carroll Drive, New Castle, DE 19720. Thirty-four individuals attended the meeting. Highlights: Committee Reports – Finance – Chairman Irwin reported that the appropriation balance is \$57120.39. Increase is due to Fire School transferring \$13,650 to LEPC. Training – Committee Chairman Mark Dolan reported that no training sessions were conducted between January 9, 2012 and March 12, 2012. The NCCIHMRRA Training Committee has finalized the CY 2012 Training Schedule. A total of five training sessions will be conducted. Transportation - Committee Chairman Al Stein was unable to attend. Chairman Irwin provided report. Discussed the findings of the National Transportation safety Board’s investigation regarding a NS derailment which occurred in Illinois on June 19, 2009, Also discussed the two NS incidents which occurred in NCC over the past month. Group agreed to purchase speaker gifts for the 5th Annual HazMat Training Workshop. Discussed the need to submit FY2013 HMEP Grant requests to DEMA by April 1, 2012. Supply of Resident Awareness & Emergency Preparedness Guides is almost depleted. Established a committee to review and update brochure for second printing. Described “Wally Wise Guy” Shelter–In–Place licensing agreement and need to purchase \$3,200 Wally costume. Established a Wally contribution campaign. Group discussed the benefit/risk of a small facility having an Emergency Response Team versus the real world long response time from qualified outside resources. Anthony Murray, US DOT, PHMSA, announced DOT is conducting a 3-day Hazardous Materials Multi-modal Training Seminar on July 31, August 1 &2, 2012 at Dover Downs. Registration information to follow at a later date.
- Facility Visits – Conducted four Site visits, A. Duie Pyle, Agilent Technologies , Middletown, G. E. Ceramic Composite. Reviewed and commented on MacDermid written plan update.
- HazMat Plan Status – No Report
- Exercise Status – Negotiated contract with selected vendor for 2012 Functional Table Top Exercise planning meetings are underway with host Fire Company, industry partner and vendor
- HazMat Incidents – No incidents since the last SERC meeting required activation of NCCIHMRRA.
- Comments – The LEPC Steering Committee met prior to the January 2012 LEPC meeting. LEPC staff attended numerous meetings and outreach initiatives.

The Next meeting will be Monday May 14, 2012, 2:30 p.m.

City of Wilmington – No report

- Meeting Notes –
- Facility Visits –
- HazMat Plan Status –
- Exercise Status –
- HazMat Incidents –

The next meeting will be Friday May 11, 2012, 10:00 a.m. at the 22 S. Heald Street Emergency Operation Center.

Kent County – Mr. David Mick

- Meeting Notes – Regular LEPC meetings continue on the second Tuesday of Odd numbered months.
- Facility Visits – Mr Bob Barrish has visited 7 Kent location, most facilities are cycling through on the 3year re-visits.
- HazMat Plan Status – Not Reported
- Exercise Status – Not Reported
- HazMat Incidents – Not Reported

The next Kent County LEPC meeting is scheduled for Tuesday, May 8, 2012, 10:00 a.m. at the Kent County Emergency Services Building.

Sussex County – Mr. Charles Stevenson

- Meeting Notes – There have been two LEPC meetings since the last SERC meeting.
- January 12 Meeting – There were 25 members/guests in attendance. Topics covered: Kris Gontovsky from the DNREC-EPCRA program reported that the new reporting year for facilities has begun with a deadline for filing of March 30th. He also reported that less than two percent of facilities in the EPCRA program were not compliant with reporting in 2011. Eric Huovinen reported no activations of the Sussex County Decon trailer. Art Paul from DEMA provided a report on the SERC meeting, HMEP Grant Program, and the 5th Annual HazMat Training Workshop. The FY2013 LEPC Budget Process has begun, Budget packet will be sent soon. Presentations: Ric Chatham, Chesapeake Utilities, provided a presentation on the infrastructure of natural gas pipelines and emergency monitoring and response in Sussex County.
- March 8 Meeting – There were 18 members/guests in attendance. Kris Gontovsky from the DNREC-EPCRA program briefed on the following: Tier II Update, funds collected so far this year, \$256,480. Reporting: 1,937 total active facilities, 1,649 facilities have submitted their 2011 report, 245 facilities have not started their 2011 report and 43 facilities have started their 2011 report, but have not finished. The following are Steps Forward: Work on quality review of submittals, emails/phone calls to facilities with delinquent reports/fees, and work with 911 centers to update street addresses, lat/long coordinates, and corresponding fire district for new facilities. Tier 2 Manager Update: Major overhaul scheduled for the summer of 2013. IDSi (via DNREC) is currently taking suggestions on what needs to be included in the next version of T2M. Eric Huovinen reported no activations of the Sussex County DECON trailer. Art Paul from DEMA provided a report: the next SERC meeting, the HMEP Grant program, the 5th Annual HazMat Conference will be held on March 30th and March 31st, 2012 at the Smyrna Readiness Center. The HazMat Conference Planning Committee continues to move forward. Registration sheets and presenter bios are still available. LEPC Budget Process-The FY2013 Budget will be presented to the SERC membership at the next SERC meeting. Presentations: Ken Greeson, Protective Security Advisor, U.S. Department of Homeland Security, provided a presentation on facility critical infrastructure protection.

- Facility Visits – There have been two facility visits since the last SERC meeting; Pictsweet in Bridgeville on February 21 and NRG Power Plant on February 23.
- HazMat Plan Status – The process for the yearly review of the Sussex County HAZMAT Response Plan has been completed.
- Exercise Status – The Sussex County LEPC has participated in no exercises this quarter.
- HazMat Incidents – In the fourth quarter of 2011, there were 15 incidents reported.
- Comments - Other LEPC activities include: attended Kent and NCC LEPC meetings. Attended the SERC Decon User's Group, SERC Info and Tech, and numerous HazMat Training Workshop Planning committee meetings. Attended the Annual Emergency Response Coordination Meeting at L.D. Caulk in Milford on January 20th. Attended the HazMat Flow Study meetings.

The next Sussex County LEPC meeting is scheduled for Thursday May 10, 2012 at 10:00 a.m.

DNREC REPORT

Statistics for the 4th quarter 2011 show the DNREC Emergency Response Team (ERT) responded to 85 incidents. This is compared to 84 responses in the 3rd quarter of 2011. The largest number of responses this quarter was to transportation incidents and residential heating fuel releases with 19 responses each. Of the 19 transportation incidents, 2 incidents were notifications of irradiated shipments, 1 incident was a train derailment involving a butane tank car with no release, 1 response was to a reported chemical spill on the roadway that turned out to be road-salt, and 15 involved the fuel and fluids from the vehicle systems. The third highest number of responses this quarter with 8 incidents was the "Other" category and are as listed on the list of 4th quarter other responses. There were no SERT level responses during the 4th quarter.

For CY 2011, DNREC responded to 332 incidents. 25% of the responses were to transportation incidents. Residential heating oil releases were second with 17%. Transportation and residential heating oil spills accounted for 42% of responses. There were 5 SERT level responses in CY 2011.

Based on Accidental Release Prevention (ARP) program observations from inspections and compliance assessments over the past 18 months, new propane storage sites and new propane storage tanks added to existing propane storage sites have met applicable National Fire Protection Association (NFPA) standards and ARP program requirements. In addition, propane distributors and propane sites in Delaware regulated by the ARP program are meeting the July 2011 NFPA standard 58 requirement to add new internal remote emergency shutoff valves to propane storage tanks.

DNREC ERT is participating along New Jersey and Pennsylvania response partners on the United States Coast Guard lead combined multi-day Preparedness for Response Exercise Program (PREP) and Area Maritime Security Exercise Program (AMSEP) exercise the week of April 23, 2012. The exercise will cover an oil spill exercise and a security incident. DNREC is also a member of the planning committee working on the scenarios and injects for the April exercise. PBF Energy and Staats Oil, a vessel charterer that transports crude up the Delaware River, have agreed to participate from industry. State officials, including DNREC Secretary and DSHS Secretary, will be invited to observe the exercise. DNREC also participated with the United States Coast Guard in Philadelphia in updating the Oil Spill Annex to the Area Contingency Plan (ACP) and reviewing a draft Use of Volunteers during an Oil Spill Response Plan which will also be incorporated in the ACP in preparation for the PREP exercise.

During September and October, 2011, DNREC worked with the Delaware Bay & River Cooperative (DBRC) in surveying Delaware's shoreline from New Castle to Cape Henlopen to review and assess the protective oil spill booming plans that are in place for Delaware's shoreline inlets. DNREC accompanied DBRC in small boats to look at each inlet and determine what changes were needed to

the booming plan. As a follow-up activity, on October 5, DNREC ERT participated in a boom deployment drill at Collins Beach in Townsend conducted by the DBRC and their contractor where boom was deployed around the mouth of Cedar Swamp, a large tidal stream system that is part of the Cedar Swamp Wildlife Management Area to exercise the changes to the boom deployment plan at this location.

On November 8, the New Castle County Industrial Hazardous Materials Response Alliance (NCCIHMR) celebrated its 10th Anniversary. NCCIHMR is composed of DNREC, the New Castle County LEPC, 11 sponsoring companies, 39 industry employees. NCCIHMR members volunteer to assist DNREC emergency response staff for large or multi-day releases. In addition to providing the emergency assistance backup, sponsoring companies have also coordinated training for NCCIHMR members that DNREC may not have been able to bring to Delaware on its own, such as the Tri-State Maritime Safety Association Ship-Bourne training conducted at PBF on September 22, 2011. Through NCCIHMR, DNREC has come to know and value the expertise of the members and have called on them for advice on how to handle specific situations. Senator Bruce Ennis was one of the founding organizers of NCCIHMR and played an instrumental role in establishing legislation to allow the members to assist the State in emergency response outside of their employer's facility.

DNREC ERT members participated in the following exercises:

- November 6—New Castle County Confined Space/Collapse Rescue Team Exercise called Operation Pancake. This was a graded exercise held at the Delaware State Fire School's New Castle Center. The ERT was tasked with air monitoring of confined spaces, calibration of equipment, and assisting the site safety officer. DNREC ERT would respond similarly in the event of a real emergency that requires confined space entry or collapsed structure rescue.
- On November 8—United State Postal Service-lead exercise called Operation Loose Package. Other participating agencies included the Federal Bureau of Investigation, Delaware State Police, Division of Public Health Lab, Wilmington Manor Fire Department, New Castle County DECON, and the 31st Civilian Support Team (CST). This exercise was a simulation of a package containing anthrax being detected with the anthrax detection equipment within the US Post Office mail sorting center at Hares Corner, New Castle. In this type of incident, the ERT would be responsible for supervising the hazardous material branch response including the decontamination of approximately 65 United State Postal Service employees.

DNREC ERT Responses of Note - On November 30, the DNREC ERT assisted the Delaware State Police and the Delaware State Fire Marshal's Office in their investigation of suspicious items located in a Kent County residence's backyard storage shed. The DNREC ERT conducted field analysis of chemicals to identify the chemicals prior to the Fire Marshall removing the chemicals from the residence. During the incident at the residence, surrounding residences were evacuated and the road was closed as a precaution.

On December 9, 2011 the DNREC ERT responded to an East Penn Railroad train derailment in Montchanin. A total of 4 cars of a 19 car train came off the track. One of the derailed cars was a pressurized tanker car containing butane, a liquefied flammable gas. DNREC's ERT was on site while East Penn Railroad's contractor lifted the butane tanker car back onto the rails without incident. No hazardous materials were released.

OLD BUSINESS:

At the December SERC meeting a motion was made and approved that the SERC would support the Hazardous Material Study Special Committee in developing a scope of work for a HazMat transportation study project. The Committee approved the following specifications and recommends them to the SERC for approval:

1. Identify, locate, map, and classify hazardous chemical facilities in the region using info provided.
2. Identify designated hazardous materials transportation routes and corridors in the region (highway, pipelines, and railways).
3. Obtain HazMat info from regional facilities (MD, NJ, PA, VA, WV—I-95 corridor, etc.)
4. Identify/verify processes for communicating the transportation of HazMat in the State of DE.
5. Describe the probable affected areas and populations by (modes of transport, highway, pipeline, and rail), not fixed facilities.

Contingent upon Delaware State purchasing requirements, the committee recommends completing a study of New Castle County using IEM, Inc. Future meetings with the vendor will detail the project and ensure that the deliverables meet the specifications and intent of the study. Delaware is interested in a product/deliverable that will identify unknowns regarding transportation of HazMat and depict that information in a visual form that will be useful to planners and responders. Hazardous Materials Emergency Preparedness (HMEP) Grant Planning funds from FY 2012-2013 will be used to fund the study, pending approval by US DOT. A motion was made and approved by the Commission to proceed with the HazMat Transportation Study. OPEN

NEW BUSINESS:

Finance and Budget Committee FY 2013 Recommendations - Mr. Newnam, Finance and Budget Committee Chair, referred attendees to the budget recommendations in the agenda package and reviewed them individually. There were two additional items that were not listed on the Committee's recommendations.

1. NCC LEPC requested \$2,000.00 to hire a part time administrative assistant to make up for the loss of the salary line for the administrative assistant.
2. The Committee decided to recommend supporting the NCC LEPCs initiative to start a Wally Wise Guy campaign. The campaign has spread across the country and targets young school age children with the shelter-in-place message; it has been a big hit. The NCC LEPC raised the funds to become a licensed agent for the Wally Wise Guy Shelter-In-Place program; however, after purchasing the license they discovered that the Wally mascot suit would cost an additional \$3,200.00. Since the program would benefit all of Delaware; the Committee recommends providing funds for the mascot suit.

These two additions increased the NCC Budget by \$2,000.00 (to \$67,591.00) for part time admin support and an additional expense of \$3,200.00 for the Wally mascot suit to support the Delaware Wally Wise Guy campaign. Mr. Newnam made a motion to approve the SERC Finance and Budget Committee Recommendations and Mr. Irwin, seconded. The motion carried with no discussion.

PRESENTATION

Eastern Shore Natural Gas Overview – Mr. Bill Hermstedt, gave an excellent briefing on natural gas use in Delaware. The briefing included info on the company's infrastructure and a historical overview. He also reviewed the Key Operations Departments to include: ESNG Operations, Engineering and Construction, Tech Services, Pipeline Integrity and Damage Prevention, and Gas Control.

CLOSING COMMENTS – The next meeting will be June 13, 2012. The meeting adjourned at approximately 10:30 a.m. at the Delaware State Fire School.