

STATE EMERGENCY RESPONSE COMMISSION

Meeting Minutes

March 12, 2008

Commissioners

Director James D. Werner – DNREC/AWM	David Hake – DEMA
Bill Betts – Fire Prev. Commission	Ken Belmont – Division Public Health
Ron Hagan – DE State Police	David Irwin – New Castle County LEPC
Grover P. Ingle – State Fire Marshal	Steve Rahaim – Consumer of HazMat
Robert Newnam – DE State Fire School	Allen Metheny, Sr. – Kent County LEPC
James Lee – Consignee	Fred Bowen – DE Motor Trans. Association
Alfred F. Johnson – Air Transportation	Bob Byrd – Rail Transportation

Members/Visitors

Arthur D. Paul – DEMA	Michael G. Chionchio – State Fire Marshal's
Nancy Wyatt – DEMA	Bob Barrish – Citizen
Robert Pritchett – DNREC/EPCRA	Bill McCracken – NCC LEPC
Jay Brabson – DNREC/ARP	Tim Cooper – Sussex EMS
Ellen Malenfant – DNREC	Mark Lucy – Miller Environmental
Catherine Pomerantz – FEMA	Maria White – Eastern Shore Natural Gas-Pam
Meitner – DuPont/Consumer of HazMat	

The March 12, 2008 meeting of the State Emergency Response Commission (SERC) was called to order at approximately 9:10 a.m. by the SERC Vice-Chair James D. Werner. The attendees introduced themselves and a quorum was present. The December 12, 2007 meeting minutes were approved as written, following a motion by Mr. David Irwin and seconded by Mr. Allen Metheny.

STANDING COMMITTEE REPORTS

Finance and Budget Committee – Mr. Robert Newnam

The Committee has resolved the issue of the Sussex County carryover funds. Budget packages for FY 2009 have been distributed and should be completed and returned by April 15, 2008. The Committee will discuss funding issues with requesting entities before the June SERC meeting. The following is a summary of SERC finances as of 3/10/08 (for accounts at DNREC):

SERC Fee Holding Account:

Carryover from 2007 calendar year	+ \$ 314,309
Fees received thus far in 2008	+ \$ 257,260 (a)
Interest received thus far during 2008 (first month only)	<u>+ \$ 1,258</u>
Account balance as of 3/10/08	\$ 572,827

Decon Trailer Replacement Account:

Carryover from 2007 calendar year	+ \$ 154,035
Interest received thus far during 2008 (first month only)	<u>+ \$ 621</u>
Account balance as of 3/10/08	\$ 154,656

Notes: Reports and fees from facilities covering calendar year 2007 were due (to be postmarked) by 3/3/08 (since normal deadline of 3/1 fell on a Saturday). Additional fees are currently being received and processed. Net fees received in 2007 totaled \$291,740.

HMEP Grant Review – Mr. Arthur Paul

The FY 2008 Hazardous Materials Emergency Preparedness (HMEP) Grant budget projections are presented below. Mr. Paul briefed the status of the HMEP Planning and Training Grants. All amounts listed represent dollars.

Planning	
Balance as of 02/21/08	32,714.16
Pending Items:	
DE HazMat Conf. April 2008	3,000.00
Kent County LEPC funds 2 members attend EPA Region III Conf.	2,000.00
DEMA requests funds to attend NASTTPO Conf, Savannah GA	1,500.00
DNREC/EPCRA requests funds to attend NASTTPO Conf, Savannah GA	1,500.00
LEPCs request funds to purchase ADASHI	3,596.00
Printing of SERT Plan, 2000 copies	23,000.00
DNREC requests funds to attend RRT III meeting in Fredericksburg, VA	738.00
	35,334.00
<i>Total Pending Items</i>	
<i>Projected Planning Balance</i>	<i>-2,619.84</i>

Training	
Balance as of 02/21/08	39,489.00
Pending Items:	
Delaware Fire School funds support HazMat trn for Decon teams (12,000.00)	6,153.84
NCC LEPC funds for 2 training sessions Marine HazMat Resp. Feb. 2008	2,000.00
LEPCs requests funds for training for the DE HazMat Conf Apr 2008	18,000.00
City of Wilmington LEPC funds 1 person attend Haz mat Refresher training	400.00
Sussex LEPC funds for 9 mbr attend HazMat trn @400.00 each 3600.00	3,600.00
	30,153.84
<i>Total Pending Items</i>	
<i>Projected Training Balance</i>	<i>9,335.16</i>

HMEP – FY 2008:

Approved Grants:	Planning	\$46,090
	<u>Training</u>	<u>\$45,133</u>
	Total	\$91,223

HMEP Key Dates:

Obligation and Performance Period: September 30, 2008

Liquidation Date: December 31, 2008

Information and Technology Committee – Mr. Bill Betts

There was no meeting in March due to the workload of the EPCRA Office as a result of Tier II' reports being submitted March 1st. To date, 85% of Tier II's have been reported.

Tier II Manager training for planners and responders is scheduled for late April.

Mr. Bob Pritchett is working with Mr. Bill McCracken to create back-up CD's of Tier II data for Fire Departments and 911 centers.

There is still an unresolved issue related to the release of EPCRA material; there is a conflict between the Federal requirements and Delaware's Freedom of Information Act (FOIA); furthermore, the counties have different opinions. We need to pursue a legal opinion from the Attorney General's Office and/or the States FOIA attorneys.

Planning and Training Committee – Mr. Arthur Paul

The Committee met on February 28, 2007 at State Emergency Operations Center. Mr. Jamie Turner, Committee Chairman, chaired the meeting and eleven members attended. The following agenda items were briefed and discussed.

HMEP Update – Mr. Paul briefed the status of the HMEP Planning and Training Grants and stated that some pending items needed to be updated, including printing cost for the SERT plan. An updated HMEP printout and a list of eligible activities will be provided prior to the SERC meeting. A Fall SERC retreat was also discussed.

Rail Hazardous Material Letter – Prior to the December SERC meeting letters were sent to Norfolk Southern Corporation and CSX Transportation asking questions pertaining to shipping and storage of HazMat railcars. Mr. Paul emailed about responses and Mr. Turner will follow up.

Delaware HazMat Conference – Mr. Paul briefed on the 1st Annual Delaware Hazardous Material Conference scheduled for April 4 & 5, 2008. Friday night will be a team building dinner with a speaker at the Brandywine Hundred Fire Company. Saturday will be HazMat and EMS training.

SERT Plan Revision & Review – Mr. Paul briefed that the SERC Decon Committee would be completing a final review of the Decon Annex before the SERT Plan goes to print.

Mr. George Giles briefed on the status of the new Wilmington HazMat Team and thanked the Fire School for training the team.

The meeting day was changed to Thursday to avoid scheduling conflicts; the Decon Committee will meet in the afternoon. Please mark your calendars with the following new 2008 Committee meeting dates: May 29 / Aug 28 / Nov 20.

Decon Trailer Committee – Mr. J. Allen Metheny, Sr.

The DECON Trailer User's Group met on February 28, 2008 at the Kent County Public Safety Building with all three teams represented. Highlights of the meeting follow:

Since the last meeting, the teams have:

- Responded to four emergency incidents
- Conducted seven training classes or drills
- Completed no public appearance/community outreach events.

Training the companies that house the (Field Decon Units) FDU trailers was again discussed. The Director of the DSFS assured the Committee that he would get the training program for the FDU's developed and ready for presentation in the near future. There is some difficulty in getting a few of the fire companies that have the FDU's to commit to the training.

We discussed the list of equipment for the 10 FDU's in the State and have developed the list of equipment needed to add \$5,000 worth of equipment to each unit. This will be funded with FY 07 WMD funds.

Credentialing of the team members is on hold due to the lack of an acceptable ID system for Delaware. In the meantime, we have lost the WMD funds for this project.

The team reviewed the WMD FY06 funding requests. Primarily, FY 06 funds will be used to cover the State Field Service Maintenance Contract. The team discussed FY 07 requests, and again, we will try to maintain what we have and replace any agents, chips, etc, that become outdated. In the future, we may have to turn to SERC funding to maintain our equipment and supplies as the WMD funds fade away.

An update was given on the Statewide HazMat Conference. The group agreed to participate in the planning and management of such a Conference in the spring of 2008.

The team discussed an "identification" system for identifying persons before and after being deconned. Orange wristbands would indicate the person has not been deconned and a blue wristband would be worn after passing through decon. Work continues on this project.

Our next meeting is scheduled for May 29, 2008 at 1:30 p.m.

LOCAL EMERGENCY PLANNING COMMITTEE REPORTS

New Castle County – Mr. David Irwin

- Meeting Notes -There has been one LEPC meeting since the last SERC meeting. That meeting was held on March 10, 2008 and was hosted by the Astra Zeneca Fairfax facility. A total of 35 individuals attended.
- Consultant Position Update: The Selection Committee Chairman, LEPC Vice Chairman Dave Ennis, described the selection process and presented the Committee's recommendations to the group. The LEPC members approved the Selection Committee's motion to expand the vacant part-time Planning Coordinator consultant position responsibilities and split the role into two separate contracts. The new positions are titled LEPC Chair/Planning Coordinator and Planning Coordinator/Trainer. The members also approved the motion to award the remainder of the FY 2008 and FY 2009 contracts for the LEPC Chair/Planning Coordinator position to D. Irwin and the Planning Coordinator/Trainer Position to J. Leonetti. The group also approved the motion to expand the responsibilities of the Information Technology Coordinator position to include serving as LEPC Vice Chair and approved B. McCracken's FY 2009 contract.
- FY 2009 Budget: Vice Chairman Ennis presented the proposed FY 2009 budget to the group. The total amount of the budget is \$125,162, which represents an 8.86% increase over the FY 2008 budget. The increase is due to an increase in the Planning Services and NCC Administrative support cost. The members approved the FY 2009 NCC LEPC budget as presented.
- Tier II Manager: Paper copies of the Tier II data of the facilities and chemicals in each fire district were distributed to the New Castle County fire chiefs at their meeting on February 7th.

- Training: NCCIHMR: Marine Response Operation Training for NCCIHMR was held on February 5th and March 4th at the Elsmere Fire Company. A training session on the fundamental and intermediate concepts of toxic industrial chemical monitoring, identification and radiological responses will be held on March 11th and 13th at the DuPont Experimental Station.
- CERT: The LEPC provided the Shelter-in- Place training within the CERT program at the Millcreek Fire Company on February 29th.
- Hazardous Materials Conference: Planning continues for the Hazardous Materials Conference. The Conference Committee selected the Delaware State Fire School to provide the HazMat training. On February 19th, the DSFS, DEMA, DuPont, and LEPC personnel met to finalize plans for the HazMat rotations.
 - Facility Visits: No site visits have been conducted since the last SERC meeting due to the Consultant vacancy.
 - HazMat Plan Status: The Hazardous Materials Response Plan has been reviewed and forwarded to New Castle County for inclusion as an annex to the New Castle County Comprehensive Emergency Management Plan.
 - Exercise Status: Not reported.
 - HazMat Incidents: There have been no incidents that required activation of NCCIHMR since the last SERC meeting.

City of Wilmington – Mr. Arthur Paul

- Meeting Notes – George Giles Co-chair reported that the budget is far on tract this year. 60% of our budget goes to salary. There is still available money for training and outreach. The anti-terrorism committee continues to meet regularly. Our training and outreach programs are very busy.
- Facility visits – Al Ostrand reported that a group from Fredericksburg Maryland is interested in their work with the Delaware LEPC's.
- HazMat Plan Status – continue on working on updated plan
- Exercise Status – not reported Hazardous Material Responses – One hazardous incident during the last period on the riverfront. This incident involved an old hydraulic elevator shaft. The river was at high elevations causing the substance to spread over road surfaces. This turned out to be non-hazardous. HMHTTC and DNREC responded to the site.
- HazMat Incidents: none reported
- Comments – HazMat Training - We are continuing training on the new HazMat Program, ADASHI Software. Six members of the LEPC will be attended the EPA Region III in Pittsburg. HazMat tech training thru DSFS for 30 Wilmington Firefighters is completed. There are now approximately 60 members now trained for the Fire Department. 24 members will be trained with NCCIHMR on toxic chemical air monitoring. Field DECON training was completed for the Department the week of March 3, 2008. Margie Williams and George Giles have presented to over 500 citizens a program on evacuation and sheltering in place. CERT training will be done at the Bank of America on March 26th and the first week of April at the Wilmington Trust. Disaster Preparedness briefings will be given to other groups during the month of March. Continue with our radio station on public safety announcements to the community. We are keeping the public informed 24/7. DPH is working with us closely for public health announcements. We are preparing to do Disaster Preparedness presentation to area local schools as well as Senior Citizens at Nursing Homes and Senior Centers. We have received a \$25,000.00 grant Along with other City Agencies to target the 19801 zip code. A Senior Citizen magnet was developed by the Office of Emergency Management and AmeriCorps and will be distributed. - We are working with the Wilmington Fire Department at the present time on the SOP's for the HazMat teams. The City will have HazMat teams in place 24/7. We will be sending 12 members to participate in the DE HazMat Conference in April.

Kent County – Mr. J. Allen Metheny, Sr.

- Meeting Notes - Regular meetings held on January 8th and March 11th with 22 and 28 members present respectively. Provided updates to the members on the following topics: Decon III operations, Statewide HazMat Conference, Budget issues, Delaware emergency notification system, The tier ii manger system
- Facility Visits – none
- HazMat Plan Status – have received several plan updates since the last meeting.
- Exercise status – Kent and Sussex County conducted a tabletop exercise on November 7th. This was a state WMD exercise. The exercise discussed actions anticipated in order to manage explosions of “dirty” bombs at two schools and one hospital in the counties at the same time. The exercise concentrated on area and unified command between the two counties and the state. The draft after action report was just received and several recommendations for improvement were made in 8 different capabilities.
- Hazmat Incidents – Two: 1. responded to Mountaire poultry plant in Selbyville to assist Decon 2 with a leak. Decon 3's team did not go into action. 2. Dispatched to assist Frederica Fire Company with a possible HazMat incident at the ILC Dover plant. The team deployed and deconned approximately 60 first responders. Decon 2 was called to assist and they also deployed.

The next LEPC meeting will be May 13th at the Kent county public safety building at 10 a.m.

Sussex County No Report**DNREC REPORT** – Director James Werner

Responded to a total of 345 responses in 2007. There were no SERT level responses called in 2007. DNREC transportation related responses for 2007 was 26% of the total number compared with 21% transportation related responses in 2006.

Statistics for the 4th quarter 2007 show DNREC responded to 70 incidents. This is compared to 96 responses in the 3rd quarter of 2007. The largest number of responses continues to be transportation related spills and releases primarily from motor vehicle accidents.

Secretary's Order with penalty to Dow Reichhold Specialty Chemicals, LLC for the August 2006 styrene railcar release was issued November 19, 2007. As part of the order, Dow Reichhold committed to implementing over \$1M in upgrades and enhancements to its monomer handling systems at the facility. These improvements were identified as part of DNREC's Accidental Release Prevention accident investigation. The improvements are to be phased in over the next three years.

Valero recent events – On February 11, 2008 a cascade failure caused a refinery-wide upset condition by disrupting steam and power supplies to refinery processes. This condition caused an unplanned refinery-wide shut down. By February 22, 2008 normal operations were restored and most units with the exception of the hydrocracker were back in operation. DNREC's Air Quality Management and Accidental Release Prevention programs are conducting follow-up investigations.

Mountaire Farms, Selbyville, ammonia release February 7, 2008—a refrigeration system relief valve located on the roof malfunctioned causing the release of approximately 960 pounds of ammonia. Atmospheric conditions at the time caused the vapors to migrate into the building's HVAC rooftop intake vent. The facility was evacuated because of ammonia vapors in the building. Seventeen workers were transported to area hospitals for evaluation. Affected areas of the facility were vented, and after venting DNREC's HazMat Emergency Response Team (ERT) monitored and found no

hazardous levels of ammonia. Mountaire replaced the relief valve on February 8, 2008. DNREC's Accidental Release Prevention program will conduct a follow-up investigation.

Advanced Aerosol Technologies, Seaford, December 27, 2008—DNREC ERT responded to a flash fire in a mixing vessel containing flammable chemicals. The facility's sprinkler system extinguished the fire quickly. DNREC ERT observed scorch marks from the fire approximately 12 feet above the mixing vessel. DNREC's Environmental Crimes Unit and the Accidental Release Prevention Program are conducting follow-up investigations.

ILC Dover, Frederica – State Emergency Response Team (SERT) Level 1 Response—February 29, 2008, DNREC responded to a Level 1 SERT Incident at the ILC Dover facility. The incident was caused by a fire from a heating element in a water bath that spread to insulation in the walls of a laboratory. The fire officer in charge requested DNREC ERT conduct monitoring for potential toxic by-products of combustion of the insulation. The DNREC ERT conducted three (3) Level B entries into the facility and conducted air monitoring for several parameters, including phosgene. No hazardous levels of phosgene were detected by the DNREC ERT in the facility.

OLD BUSINESS

1. Rail Hazardous Material Letter – Prior to the December SERC meeting letters were sent to Norfolk Southern Corporation and CSX Transportation asking questions pertaining to shipping and storage of HazMat railcars. Mr. Paul emailed the representatives about responses and Mr. Turner will follow up.

2. SERT Plan Revision & Review – Mr. Paul briefed that the SERC Decon Committee would be completing a final review of the Decon Annex before the SERT Plan goes to print.

NEW BUSINESS

Mr. Steve Rahaim, DuPont Legal, introduced himself as the new Commissioner for the Consumer of HazMat position, replacing Ms Pam Meitner following her December retirement.

Mr. Paul read a tribute to Ms. Meitner from the Governor's office and she made some farewell comments.

PRESENTATION - Commercial Vehicle Information Systems and Networks (CVISN)
Director Werner briefed on the background, purpose, and scope of this initiative. A PowerPoint presentation was available in the agenda package.

CLOSING COMMENTS

Next meeting will be June 11th, 2008, 9:00 a.m. at the Fire School. Meeting adjourned at approximately 10:30 a.m.