



Local Emergency Planning Committee  
For New Castle County  
P.O. Box 2998  
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David Irwin, Chairman  
Elizabeth Neumane, Vice Chairman  
Tom Kovach, Vice Chairman

## LEPC for NCC – March Meeting

### Meeting Minutes

May 9, 2022

- I. **Call to Order** At 2:40 pm, with 25 voting members participating, Chairman Irwin determined a quorum was present for the May 9, 2022 meeting of the Local Emergency Planning Committee for New Castle County.
- II. **Introductions** Those participating introduced themselves with the company, community, citizen or agency they represented. A total of 36 individuals participated in the meeting either in person or via Teams, please refer to the attached attendance roster. Attendee distribution:
  - Voting Members: (25)
  - Non-Voting Members: (2)
  - Other Attendees: (9)
- III. **Welcome:** Host Chris Barnett, Croda-Atlas Point Site Director welcomed everyone and presented a PowerPoint presentation showing an overview of the Croda plant.
- IV. **Agenda Approval:** Chairman Irwin asked if everyone received the agenda electronically. *A motion was made by Mark Dolan to approve the agenda, seconded by Mark Logemann. Vote- No objections were noted, motion passed.*
- V. **Approval of the March 14<sup>th</sup> LEPC Meeting Minutes:** Chairman Irwin asked if everyone received the email with meeting minutes. *A motion was made by Joe Cochran to approve the meeting minutes, seconded by Babak Golgolab. Vote- No objections were noted, motion passed.*

## VI. Committee Reports

a) **Finance:** Chairman Irwin reported on finances since the March 14, 2022 LEPC meeting:

1) Balance as of March 1, 2022	\$ 19,191.21
Expenses:	
Professional Services (March & April)	\$ 7,500.00
NCCIHMRA Training (4/13/22)	\$ 238.81
<u>Total Expenses</u>	<u>\$ 7,738.81</u>
Balance as of May 1, 2022	\$ 11,432.40

**Recorded and submitted, Elizabeth Neumane**

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b) **IT:** Chairman Bill McCracken reported the following:

- DNREC is making progress on the Accidental Release Prevention (ARP) project.

c) **DECON:** No Report Provided.

d) **Training:** Chairman Mark Dolan reported the following:

## NCC INDUSTRIAL HAZARDOUS MATERIALS RESPONSE ALLIANCE

### NCCIHMRA TRAINING COMMITTEE REPORT TO LEPC FOR NCC

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee conducted three scheduled training sessions between the March 14th, 2022, and the May 9th, 2022, LEPC for NCC meetings.

Training Session I, "Hazmat Operations Meeting and Hazmat Apparatus 101 Overviews" with the DNREC Emergency Response Team, the New Castle County Special Operations Hazardous Materials Decontamination Team, Belvedere Hazmat 30 and the 166 Civil Engineering Squadron of the Delaware Air National Guard was conducted at the Delaware State Fire School New Castle Division on Wednesday, April 13, from 6:30 pm to 9:00 pm (2.5 hrs.). Hazmat Apparatus reviewed included Hazmat Decon 1, Elsmere Hazmat 16, Cranston Heights Hazmat 14, Cranston Heights Hazmat 14 Support, Belvedere Hazmat 30, DNREC HMRU 1, DNREC HMRU 2, DNREC HMRU 4 and the DEANG 166 Civil Engineering Squadron's CBRN/Hazmat Trailer. The Delaware State Fire School concurrently administered annual Draeger SCBA respirator quantitative fit testing. A total of thirty (30) hazardous materials first responders attended the training session.

Training Session II and Training Session III corresponded to the two days of the Fifteenth Annual State of Delaware Hazardous Materials Training Workshop hosted by the Delaware State Fire School's Dover Center on Friday, May 6th (6 hrs.) & Saturday, May 7th (6 hrs.). Hazmat Training Workshop sessions included: (i) the Safe Transportation Training Specialists (STTS) "MC-306/DOT-406 Gasoline Cargo Tank Emergencies" course; (ii) the Saint Francis Hospital – Trinity Health, Mid Atlantic "CBRNE Decontamination" course; (iii) the Frank Docimo "Advanced Meters Program – Rapid Risk Assessment Techniques™ and Understanding Air Monitoring Devices" course; (iv) the Dr. Carrie Poore "Biological Warfare Agents (BWA) and Agents of Biological Terrorism" course; (v) the Delaware State Police EOD's "Commercial/Improvised Explosives Awareness" and "Home Grown Terrorism" courses; (vi) the Delaware State Fire School's "Its Only Smoke!" course; and (vii) the DNREC ERT's "Air Monitoring for Firefighters", "Chemical Suicide" and "Meth & Marijuana Labs Update" courses.

The NCCIHMRA Training Committee has the following two hazmat training sessions planned for the CY2022 Training Schedule:

- Training Session IV: "Joint Agency Hazmat Field Drill" (includes hazard and risk evaluation, hazmat container capping, MCI decontamination, interagency field communications and live-burn flaring) on Tuesday evening, September 6th, from 6:00 pm to 9:30 pm, at the Delaware State Fire School's New Castle Division (3.5 hrs.).
- Twenty-first Annual Planning & Training Meeting hosted by the Elsmere Fire Company at Fire Station 16 on Wednesday evening, November 9th, starting at 6:30 pm (2 hrs.).

e) **Transportation:** Chairman Al Stein reported the following -

Reviewed the hazards associated with the increase in lithium batteries used in automobiles and the risk to emergency responders. Evens require a lot of water used to cool the incident area by area.

**VII. Tier II EPCRA Report - Bill Davis from DNREC EPCRA reported the following:**

**EPCRA Reporting Program LEPC Report – May 2022**

**1. DNREC Management Changes**

**Bob Pritchett** has retired after over 30 years of State service. Bob helped create Delaware’s EPCRA program and was one of the nation’s first to adopt a web-based reporting platform. He is an acknowledge expert in the field that few can match.

**Anuj Kumar** is the new *Program Manager* (replacing Eileen Butler) over the Prevention and Preparedness Branch, which includes the EPCRA Reporting Program. Anuj was previously with Air Liquide. He reports to **Mindy Anthony**, who is the new *Section Administrator* (replacing Judy Jordan). Mindy has extensive DNREC and private sector experience, not the least of which is being Lynn Bullock’s (the original Sussex LEPC Chair) niece.

**2. ARP Workshops**

Virtual workshops for the upcoming software enhancement for Accidental Release Prevention (Risk Management Plan) reporting originally scheduled for mid-May are being rescheduled. These enhancements will allow annual ARP fees to be paid and inspections reports to be submitted through the database system. DNREC will be contacting ARP facilities regarding the workshop schedule change.

**3. RY2021 Reporting Status**

Tier II Reports for 2021 (due March 1, 2022) are submitted through the online *Tier II Manager™* System. Note, the numbers presented below are approximate as facilities have determined their own LEPC designation, and these determinations have not been verified by each LEPC. LEPCs can access and view the reports through the system.

**EPCRA 312 (Tier II) Reports**

<b>Current 5/02/2022 RY 2021</b>	<b>2 months ago 3/03/2022 RY2020</b>	<b>1 Year Ago 3/4/2021 RY2020</b>	
<b>2608</b>	2459	2399	<b>State Total</b>
<b>933</b>	899	884	<b>Sussex</b>
<b>530</b>	503	490	<b>Kent</b>
<b>986</b>	917	870	<b>New Castle</b>
<b>159</b>	140	155	<b>Wilmington</b>

**4. Missing Facilities**

These are facilities who have previously reported but have not submitted a 2021 Tier II. A spreadsheet of these facilities will be provided to the LEPCs for follow up. If a LEPC determines that a facility is closed or is not subject to reporting, it will be deactivated in the database by DNREC. If, however, a LEPC confirms that a delinquent facility remains in operation, current contact information should be provided to DNREC.

**Missing Tier II Reports / Unknown Facility Status**

<b>Remaining 5/2/22</b>	<b>Initial List 5/2/22</b>	<b>Change Since Last Meeting</b>	<b>End of 2021</b>	
<b>46</b>	48	N/A	49	<b>State Total</b>
<b>21</b>	21	N/A	12	<b>Sussex</b>
<b>5</b>	5	N/A	5	<b>Kent</b>
<b>14</b>	14	N/A	26	<b>New Castle</b>
<b>8</b>	8	N/A	6	<b>Wilmington</b>

**5. Recent Reports & New Facilities**

**Changes Since Last LEPC Meeting**

<b>302 Submittals</b>	<b>311 Submittals</b>	<b>312 Revisions</b>	<b>312 Updates</b>	<b>New Facilities</b>	
1	4	0	14	7	<b>State Total</b>
0	1	0	0	4	<b>Sussex</b>
0	0	0	0	1	<b>Kent</b>
1	3	0	13	2	<b>New Castle</b>
0	0	0	1	0	<b>Wilmington</b>

*New Facilities are those that have been created within TierIIManager™ and may not have submitted a 312-Annual report yet; therefore, the number of New Facilities will not match the number of reports.*

**VIII. SERC Report - Steve Phillips reported the following -**

- **SERC Report**
  - o Coordination of the Statewide HazMat Flow Study continues. The Stakeholder Meeting will be / was held on May 9<sup>th</sup>. Individual stakeholder interviews will be scheduled between Mid-May and Mid-June.
  - o Attended the National SERC-TERC meeting on April 18.
  - o Attended the NASTTPO Workshop April 18 – 21.
  - o Planning & Training Committee meets on 5/19/22
  - o Next Quarterly SERC meeting is on 6/8/22
- **HMEP Funds**
  - o On Year 3 of the HMEP Grant. Subgrantees, please work to complete Year 3 projects, if projects cannot be completed please reach out so we can work with you on developing new projects or moving the funds to other subgrantees.
  - o HMEP Application for the upcoming FY 23-25 grant years was submitted.
- **DEMA Update**
  - o FEMA Graded REP Exercise is scheduled for the afternoon / evening of May 10<sup>th</sup>.
  - o Albert Samah has been selected as the new REP Planner in the Tech Hazards Planning Section.

**Recorded and submitted, Elizabeth Neumane**

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Vanessa De La Rosa has been selected as the new Management Analyst in the Tech Hazards Planning Section.

o Nicole Carey has been selected as the new Planner in the Recovery (Natural Hazards) Planning Section.

o Currently filling vacant Administrative Specialist, Social Services Senior Administrator, and PIO positions. Interviews will be accomplished in the near future.

## IX. Staff Reports

Chairman Irwin – reported the following:

David Irwin  
Activity Report – Items Accomplished  
March 15, 2022 – May 09, 2022

### **SERC Activities:**

- Submitted the FY 2023 – 2025 PHMSA HMEP Grant request in a timely Manner
- Participated in the hybrid SERC P & T committee meeting April 7<sup>th</sup>
- Participated in the hybrid Delaware LEPC Handbook Working Group Session on May 4<sup>th</sup>.
- Participated in two (2) SERC sponsored Hazardous Materials Flow Study Project meetings, Management Team Kickoff (4/5) and the Stakeholders Kickoff Meeting (5/9)
- Continued to coordinate the 15<sup>th</sup> Annual Workshop process with partners, stakeholders, presenters, Emergency Response personnel and community representatives.
- Facilitated two (2) HazMat Workshop Planning Committee hybrid meetings (3/21, (4/11)
- Participated in the 15<sup>th</sup> Annual HazMat Training Workshop (5/6, 5/7)

### **Emergency Response Plan Reviews and Facility Visits**

- Participated in the Burris Logistics annual Emergency Response Plan review, site tour and discussion with Goodwill Volunteer Fire Company officers (4/8)

### **Exercise Status:**

- No activity this period

### **NCCIHMRA:**

- Coordinated Training Session I, “Hazmat Operations Meeting and Hazmat Apparatus 101 Overviews” and Fit Testing at the Delaware State Fire School New Castle Division on Wednesday, April 13th

### **LEPC Initiatives:**

- Chaired the LEPC for NCC March 14<sup>th</sup> LEPC meeting
- Represented the LEPC at five (5) CAP meetings, DCR (3/22, 4/22), Newark (3/23), Solvay (3/24) and Croda (5/6)

### **Additional Activities:**

- Developed a sponsor history document using the HazMat Workshop programs from 2008 to 2022 for the perpetual plaques that will be issued starting in 2022
- Worked with Crown Trophy staff to finalize perpetual plaque design
- Recorded and submitted the draft March 14<sup>th</sup> meeting minutes
- In accordance with EPA regulations documented one Hazardous Material release
- Served as a SME to one non-member companies

**Recorded and submitted, Elizabeth Neumane**

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Vice Chairman Neumane – reported the following:

- Prepared and recorded the minutes for the March 21<sup>st</sup> HazMat Workshop planning meeting.
- Prepared and recorded the minutes for the April 11<sup>th</sup> HazMat Workshop planning meeting.

Bill McCracken – reported the following:

- Three Site Assessments and Emergency Action Plan Reviews were completed:
  - i. MTC Logistics
  - ii. Croda
  - iii. Middletown Water Treatment

#### **X. Old Business**

- a) Chairman Irwin gave an update on the 15<sup>th</sup> Annual HazMat Workshop held on May 6<sup>th</sup> and 7<sup>th</sup>.
  - Attendance: Friday – 110, Saturday – 85
  - Coast Guard is planning to present at the 16<sup>th</sup> annual workshop.
- b) Chairman Irwin reviewed the HMEP Grant Funds:
  - 2023 - \$39,000
  - 2024 - \$30,199
  - 2025 - \$35,949

#### **XI. New Business**

- a) Sussex County LEPC Chair Chip Stevenson announced that the Sussex County LEPC will be held on Thursday, 5/12/22.
- b) The state is currently reviewing the response to ammonium incidents for improvements.
- c) YTD there have been 55 events that DNREC recorded on the SERC Response Log

**XII. Adjournment** – *A motion was made by Al Stein to adjourn the meeting, seconded by Beth Neumane.* Meeting adjourned at 3:42pm.

**Next Hybrid Meeting – Monday, July 11<sup>th</sup>, 2022 2:30 pm**  
**Delaware State Fire School, New Castle Location**  
**Host: Chemours**

**Recorded and submitted, Elizabeth Neumane**

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