



# DELAWARE STATE EMERGENCY RESPONSE COMMISSION ANNUAL REPORT Fiscal Year 2021

Submitted to  
**Governor John Carney**



Prepared by the  
Delaware Emergency Management Agency

Note: SERC meeting dates, Bylaws, and the Annotated Code of Delaware - Emergency Planning and Community Right-To-Know are on file and available upon request from the Department of Safety and Homeland Security, Delaware Emergency Management Agency (Steven Phillips, SERC Executive Director, Phone 302-659-2228). SERC information is also available on the SERC website at <https://dnrec.alpha.delaware.gov/serc/>

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# **STATE EMERGENCY RESPONSE COMMISSION**

## **Executive Summary**

The following annual report details the SERC Fiscal Year 2021 (July 1, 2020 – June 30, 2021) activities in support of the federal “Superfund Amendments and Reauthorization Act (SARA) of 1986,” Title III “Emergency Planning and Community Right-to-Know Act” (EPCRA) and Title 16, Chapter 63 of the Delaware Code. The aid and assistance of the business community, emergency responders, planners, county commissioners and state agency personnel has been instrumental in developing and maintaining Delaware’s hazardous materials emergency preparedness.

## **SARA Title III and Title 16, Chapter 63**

On October 17, 1986, President Reagan signed the Superfund Amendment and Reauthorization Act (SARA) into law. Title III of this Act (which is referred to separately as EPCRA) establishes requirements for Federal, State and local governments, and industry regarding emergency planning and community right-to-know reporting on hazardous chemicals. This legislation builds upon the Environmental Protection Agency’s (EPA’s) Chemical Emergency Preparedness Program and numerous state and local programs aimed at helping communities to meet their responsibilities concerning potential chemical emergencies.

The Act requires the governor of each state to designate a State Emergency Response Commission (SERC). On March 17, 1987, the Commission on Hazardous Materials was designated as the Delaware State Emergency Response Commission. Members of the SERC are listed in Attachment 6.

The Act has four major sections: emergency planning, emergency notification, hazardous chemical inventory reporting, and toxic chemical release reporting. The sections are interrelated in a way that unifies the emergency planning and community right-to-know provisions of SARA and Title III. An explanation of these sections follows.

## **Emergency Planning**

The emergency planning sections are designed to develop state and local government emergency preparedness and response capabilities through better coordination and planning, especially at the local level.

The Act requires the establishment of Local Emergency Planning Districts and Committees. Four (4) Local Emergency Planning Districts and Committees (LEPCs) exist in Delaware and are designated as three (3) counties and the City of Wilmington.

LEPC membership includes elected county and municipal officials, state agency representatives, police, fire, civil defense, public health professionals, environmental, hospital, and transportation officials as well as representatives of facilities, community groups, and the media. A list of the LEPC Chairs, membership, and a summary of their Committee’s activities are found in Attachment 3.

The Act also requires the LEPCs to develop hazardous materials emergency response plans. In developing a plan, the local committees evaluate available resources for preparing for and responding to a potential accident involving hazardous materials at the various sites within their jurisdiction.

The SERC is required to review the LEPC plans and make recommendations to the LEPCs on revisions that may be necessary. The SERC fulfilled this mandate and approved all initial plans for operational use by the LEPCs at its April 1993 meeting. In addition, a biannual review schedule of the LEPC plans was adopted, with the last review completed in FY21.

### **Emergency Notification**

If a facility produces, uses, or stores one or more EPA-listed hazardous substances and there is a release that equals or exceeds the reportable quantity, the facility must immediately notify the Department of Natural Resources and Environmental Control (DNREC), the SERC, and the Community Emergency Coordinator (CEC). The notification must identify any area likely to be affected by the release.

In the Delaware Code, notification to DNREC serves as notification to the SERC. Previously, notification to the 911 Centers served as notification to the CEC. With legislation passed in 2003, however, this was changed. Notification to the CECs for the LEPCs is now fulfilled by notification to an “800” number established in 2004.

### **Hazardous Chemical Inventory Reporting**

There are two Community Right-to-Know reporting obligations under the requirement:

- Facilities must prepare or have available safety data sheets (SDSs) (SDSs were formerly known as material safety data sheets MSDSs) under the Occupational Safety and Health Administration (OSHA) hazard communications regulations and Delaware Worker Right-to-Know requirements. For chemicals on-site above certain quantities, facilities shall submit either copies of the SDSs or a list of such substances to the SERC, the LEPC, and the local fire company that provides fire rescue service to the facility. In Delaware, these SDSs or lists are centrally collected and distributed for the SERC through DNREC.
- Chemical inventory forms must also be submitted annually by March 1 for the preceding calendar year. The form contains chemical type, quantities, storage locations, and emergency contact information.

A Delaware Emergency and Hazardous Chemical Inventory form is used for industry’s reporting purposes by the SERC Information and Technology Committee to improve facility reporting.

The form requires additional reporting elements that will further aid the first responder, community, and LEPCs. Originally, completed forms were submitted to DNREC, Division of Waste and Hazardous Substances (DWHS), where the information was entered into a database and made available to the LEPCs, 911 Centers, and other approved users for their purposes.

Beginning in March 1, 2006, a new on-line Web-based reporting system was implemented, Tier II Manager. This system allows facilities to register and report on-line through a secure web-site. Submitted data is immediately available on-line for access by approved emergency planning and response organizations. The system also allows facilities to pay reporting fees electronically on-line.

Between January and July 2021, approximately 2400 facilities reported on chemicals used/stored on site with 100% reporting on-line.

### **Toxic Chemical Release Reporting**

This section of the act requires EPA to establish an inventory of toxic chemical emissions from certain facilities. The purpose is to inform government officials and the public about releases of toxic chemicals into the environment. It also provides for assistance with research and in the development of regulations, guidelines, and standards.

The reporting requirement applies to owners and operators of manufacturing facilities that have ten or more full-time employees that are in Standard Industrial Classification (SIC) codes 20 through 39, and that manufacture, process, import 25,000 lbs., or otherwise use 10,000 lbs. of a listed toxic chemical. Subject facilities must report these emissions annually by July 1 for the preceding calendar year. Beginning with the 1998 reports due in 1999, seven additional industry categories were also added, including electric generation and bulk petroleum distribution facilities. Beginning with the 2000 calendar year reports due in 2001, substantially lower reporting thresholds were established for a number of chemicals classified as persistent, bio accumulative toxic (PBT) chemicals. The Federal Form R, Toxic Chemical Release Inventory (TRI) Reporting Form is used. Copies are submitted to EPA and the State.

For several years, the EPA has made software available for facilities to compile their TRI reports on computer and submit their reports on diskette. Beginning in 2006, Delaware implemented a process involving TRI reporting to EPA's Central Data Exchange (CDX). Rather than submitting disks, this process allows facilities to submit their electronic reports through the internet to EPA. EPA in turn pushes a copy of the submittal to the State, to its Exchange Network Node. With this streamlined approach, facilities only need to submit reports once to EPA. Delaware then automatically receives the reports, instead of requiring the facility to submit their reports separately to the EPA and to the state.

Although these reports are not emergency oriented, the data submitted is vital to analysis of situations and supports release prevention. It supports the Community Right-to-know principle by providing the public with essentially an "annual report card" on management of toxic chemicals by facilities.

In Delaware, TRI submissions are directed to DNREC, Division of Waste and Hazardous Substances (DWHS). DNREC typically develops and releases an annual report for the public summarizing this TRI data. DNREC's DWHS also processes public requests for all the various EPCRA information it receives, with the majority of requests being for TRI data. The annual TRI reports are available at online at the SERC website at: <https://dnrec.alpha.delaware.gov/serc/documents/>

Other sections of this law provide for confidentiality of trade secrets and public access to all reported information from facilities and emergency response plans.

## **Facilities**

In 1991, the State of Delaware passed its own Emergency Planning and Community Right-to-Know Act (Title 16, Delaware Code, Chapter 63), which built upon the federal requirements and created a funding mechanism for emergency planning activities. These laws established a series of reporting requirements impacting facilities ranging from large industrial sites to small businesses. Facilities can be required to report a variety of information, ranging from chemicals used and stored at the site, to chemicals released to the environment. These requirements essentially mirror the Federal EPCRA requirements described previously, with some additional provisions added at the State level, such as lower reporting thresholds and reporting fees.

## **Exercises**

An exercise program to review the capability of the staff and emergency response personnel to respond to hazardous material incidents continued. Hazardous material events are a regular part of natural and technological hazards exercise scenarios. Policy, training, and outreach efforts continue to expand in this area.

## **Training**

The SERT Plan was developed to establish policy and emergency response organization for responding to a broad class of hazardous substance incidents. Safe and coordinated response requires the application of specialized techniques and organizational concepts. In general, individual organizations are responsible for tactical training in accordance with the assigned roles in the emergency organization. A state program has been developed to educate and train local and state response personnel. The program is administered by the Fire School and is structured to provide training in accordance with assigned roles in the emergency organization. All SERT responders receive Incident Management System Training.

## **Hazardous Material Response Capability**

In Delaware, decontamination capability is provided by three Hazardous Material Decontamination Response (DECON) Teams. The teams are made up of a combination of Volunteer Fire Companies and Career Emergency Medical Service (EMS) agencies and fall under the Department of Natural Resources and Environmental Control Hazardous Materials Branch Director for the incident. All the response teams are provided with the training and equipment necessary to provide specialized HazMat decontamination response throughout the State. Each team is equipped with a state of the art DECON trailer and tow vehicle, which contains specialized equipment for decontamination of HazMat responders and the public and containment of hazardous substances. New Castle County has an Industrial Hazardous Material Response Alliance (NCCIHMRA), which was formed in cooperation with the local industry HazMat response teams and DNREC. The Alliance consist of approximately 38 volunteers, who are currently or previously members of an industrial HazMat Team. The NCCIHMRA team can be activated to enhance state HazMat response capabilities.

## **Revenues**

The Commission collected approximately \$428,361 in reporting fees between January and the end of the 2021 fiscal year. Monies in the fund and the interest accrued are appropriated annually. The fiscal year 2021 financial status is reflected in Attachment 4.

The fees were originally established in 1991 and had remained unchanged for 26 years. With legislation passed in the 149th General Assembly and signed on 8/30/2018 (SB 68), the previous fee per hazardous substance was increased from \$40 to \$60, and per extremely hazardous substance from \$80 to \$100, starting in 2019.

## **Operation and Administration of the Commission**

The Delaware SERC instituted bylaws to improve its operation. Regularly scheduled meetings and the establishment of standing committees are some highlights of the bylaws adopted by the Commission. The Standing Committees' members, functions, accomplishments, and goals are contained in Attachment 2.

## **Outreach and Public Education**

The SERC Committees established a complete set of Emergency Planning and Community Right-to-Know web pages for Delaware. The pages provide SERC, LEPC, and Facility Compliance Information and detail the reporting requirements of the Act. The public information section contains a searchable on-line database of TRI data reported by facilities.

Following the September 11, 2001 terrorist attacks, the Tier II searchable database was removed from the public domain for security considerations. At the December 2008, meeting the SERC adopted formal procedures for handling public access to EPCRA information. However, the information is still available, as required by EPCRA. Request for Tier II data can be made using the "on-line" request form or through the Freedom of Information Act request process.

During FY 06, the EPCRA web pages for Delaware were converted to a new "common look and feel" format required for all Delaware government related sites. The pages were also moved from their previous location at the Department of Technology and Information, to a server at the Department of Natural Resources and Environmental Control. During the latter half of 2011, DNREC updated their web servers, and migrated the SERC website to a new platform. As a result, the new SERC web address is now <https://dnrec.alpha.delaware.gov/serc/>.

Under Federal EPCRA, LEPCs are required to publish newspaper ads annually, informing the public of information available to them under the Act. In Delaware, these ads are developed with the LEPCs through the SERC Information and Technology Committee. The EPCRA ads describe the Emergency Planning and Community Right-to-Know Act, and include general information on the SERC, LEPCs, EPCRA Reporting and Risk Management programs. The ads are published in several Delaware newspapers annually, typically in the August/September time period. SERC and LEPC information and meeting dates are also provided. Interested citizens are encouraged to contact local LEPCs or the SERC and to attend the regularly scheduled meetings for further information.

## **Conclusion**

Delaware's Emergency Planning and Community Right-to-Know Act continues to work well through the dedicated efforts of the partnership of citizens, local government, industry, and the public sector. The Act's implementation provides for public safety and public awareness about chemicals in communities statewide. The 2021 accomplishments of the SERC are in Attachment 1.

The SERC and LEPCs continue their efforts through training, planning, exercise, and community awareness. The support of the community and state partners is integral towards working forward in a comprehensive and effective manner.

## **Attachment 1**

### **SERC Activities**

- The Commission met on regularly scheduled meeting dates in March, June, September, and December. Business was conducted to support the Emergency Planning and Community Right-to-Know Act (EPCRA). Meetings included:
  - Reports from the four Standing Committees, which included updates on activities and items requiring action by the Commission.
  - Reports from the four LEPCs included updates on five key areas: Meetings, Facility Visits, HazMat Plans, Exercise Status, and Hazardous Material Responses.
  - Briefings from the DNREC/Division Waste and Hazardous Substances, which included detailed information on releases and responses.
- Funded DNREC and Delaware State Fire School HazMat training with Hazardous Material Emergency Preparedness (HMEP) Grant funds.
- Continued to maintain a publicly accessible SERC web page running on Department of Natural Resources and Environmental Control server to make EPCRA information available to the public. Due to security concerns and the Freedom of Information Act (FOIA), detailed information reported by facilities is no longer available on the website. Request for this information must be made in writing and be as specific as possible following FOIA procedures. Requests can also be submitted online at <https://dnrec.alpha.delaware.gov/foia/>
- Continued to support the Decontamination Trailer Committee by replenishing the DECON Trailer Maintenance and Equipment Account.
- Reviewed the allocations of Hazardous Material Emergency Preparedness (HMEP) Grant Budget projections for approved and pending Planning and Training funds.
- Reviewed and approved the application for Year 3 of the current HMEP Grant cycle.
- Hazardous Material Emergency Preparedness (HMEP) funds were sub-granted to the four Local Emergency Planning Committees (LEPC) for the eighth fiscal year. The Delaware State Fire School was given a sub-grant to conduct the core HazMat training for the State.
- The Commission approved a motion to provide funds for the 15<sup>th</sup> Annual HazMat Training Workshop in the amount of \$4,000.00. The funds were obligated to provide instructor and keynote speaker travel support for the Training Workshop.

## **SERC Standing Committees**

### **Finance and Budget Committee**

#### **Voting Members**

DSFS	Robert P. Newnam
DVFA	Sen. Bruce Ennis
DNREC	Robert Pritchett
DEMA HMEP Grant Administrator	Michael O'Malley
Private Sector	Vacant

#### **Function**

- Project probable revenues generated by fee system.
- Review and make recommendations to SERC regarding annual budgets from LEPCs, Information and Technology Committee, and Delaware Emergency Management Agency.
- Explore alternate funding sources.

#### **Accomplishments for FY 2021**

- Collected fees associated with the annual hazardous chemical inventory reports submitted by facilities.
  - Fees collected are appropriated to the State Emergency Response Commission (SERC), and are used primarily to support operation of Local Emergency Planning Committees (LEPCS). Funds are also used to support emergency response vehicles for decontamination.

#### **Goals and Objectives for FY 2022**

- Provide, through the SERC, fair and equitable distribution of monies, collected from Delaware Fee Reporting System and other sources, to the four LEPCs, and other eligible parties, so they may meet the requirements imposed by EPCRA and Title 16, Chapter 63 of the Delaware Code.
- To keep all SERC members advised of current revenues, balances, and projections.
- To provide budget preparation materials to all eligible parties in a timely fashion.
- To develop a handbook for the LEPCs Budget process and update the Performance Review document in addition to making necessary adjustments in submitted budgets to ensure equitable funds distribution.
- To recommend approval to SERC the distribution of funds to the LEPCs and other SERC funded entities.

- To maintain a contingency fund of monies.
- To work closely with the Secretary of Safety and Homeland Security, DEMA, and SERC members to ensure all potential and existing funding sources and requests are handled in a manner consistent with accepted practices of State Government.

## Information and Technology (IT) Committee

### Voting Members

Chair (SERC Member)	David Irwin
Vice (DNREC)	Robert Pritchett
Delaware State Fire School (DSFS)	Robert Newnam
Division of Public Health (DPH)	Mollee Dworkin
Delaware Emergency Mgmt. Agency (DEMA)	Steven Phillips
City of Wilmington LEPC	Willie Patrick
New Castle County LEPC	Bill McCracken
Kent County LEPC	Brandon Olenik
Sussex County LEPC	Charles Stevenson
Industry	Lynn Krueger

### Function

- Ensure hazardous material information is made available to emergency planners and responders.
- Oversee development, implementation and operation of information system(s) for collection and management of EPCRA-related facility information for use by emergency planning and response organizations. Coordinate selection and purchase of related software for emergency planning and response. Organize and conduct training on the information systems and software.
- Explore computer-based strategies for enhancing compliance.
- Develop materials to inform the public through community outreach and promote participation in **Emergency Planning and Community Right-to-know Act** matters.
- Oversee development and maintenance of SERC/LEPC/EPCRA web pages.

## **Accomplishments for FY 2021 and Continuing Projects**

- The last meeting was November 6, 2019; there were no meetings in FY21.
- DNREC hosted four EPCRA reporting virtual workshops in January 2021, for reporting facilities. The workshops covered both the regulatory background and the on-line reporting software, with specific emphasis on Tier II reports due March 1. A total of 198 people attended throughout January, which is nearly four times the number from previous years. Post-event surveys indicate that the workshops were overwhelmingly well received, and future virtual workshop topics are being considered.
- The DNREC EPCRA Reporting Program worked with the contractor to implement significant enhancements to the billing features of the on-line EPCRA reporting platform, *TierIIManager*<sup>™</sup>. Financing was provided through the SERC IT Committee reserve account established for system upgrades, funded by the SERC. These enhancements included:
  - Require all payments to be made online.
  - Automatically bill for *revised* reports if chemicals are added through the revision, and thus associated fee already paid should have been higher.
  - Allow companies reporting and paying for multiple sites to pay one automatically calculated combined invoice, covering all the sites.
  - Automatically add a late fee charge of 1.5% per month, as authorized under Delaware statute, for payments made after the deadline.
- The DNREC EPCRA Reporting Program continued overall implementation & routine upgrading of the Delaware *TierIIManager*<sup>™</sup> system. Throughout the year, multiple updates/upgrades were tested off-line first and then loaded for the system. This has been and will continue as an ongoing process.
- The federal EPCRA Statute requires each LEPC to publish an annual notice to the public in local newspapers about the availability of various information under EPCRA. DNREC organized a statewide ad that was carried in the News Journal and the State News on October 15<sup>th</sup>, 19<sup>th</sup>, and 23<sup>rd</sup>, 2020. Beginning in 2021 (FY 22), the LEPCs will be developing and publishing their own newspaper ads.
- DSFS maintained the central “866” toll free number and related voice mailboxes for emergency release notifications by facilities to the LEPC community emergency coordinators.
- Managed and tracked the SERC approved IT Committee FY 2021 budget. Prepared and submitted FY 2022 budget request.

## **Goals and Objectives for FY 2022**

- Continue working to deliver FY 2021 open projects for full implementation by end of FY 2021. This includes ongoing development of the SERC IT “Living Document” to describe and designate all tasks associated with TierIIManager™, as well as other EPCRA related information management issues (public info policy, procedures and documentation for 304 notifications to LEPC mailboxes, etc.) so that (1) all roles are understood and executed, and (2) to aid succession planning.
- Complete web page transfers to LEPCs and DEMA per the agreement that each agency would take over their respective pages effective Jan 2, 2020.
- Continue working with the contractor to implement updates/upgrades to the system as needed.
- DNREC EPCRA Reporting Program staff will organize and present another series of training workshops for Tier II Manager users in January 2022.
- Continue efforts with the LEPCs and 911 Fire Dispatch Centers to ensure all State Approved Admin Fields are completed as needed for reporting facilities in Tier II Manager System.
- Provide guidance and assistance to the LEPCs to ensure the required EPCRA annual informational ads are published.
- Continue maintenance of the toll-free Community Coordinator emergency release notification number.
- Prepare annual budget request for SERC and manage funds.
- Complete other tasks as requested by the SERC and SERC Planning & Training Committee.

## **Planning and Training Committee**

### **Voting Members**

DEMA	A.J. Schall Jr.
DSFS	Robert Newnam
DNREC Response	Jamie Bethard
DPH	Mollee Dworkin
NCCIHMRA	Mark Dolan
DelDOT	Dwayne Day
New Castle County	David Irwin
Kent County	Brandon Olenik
Sussex County	Charles Stevenson
City of Wilmington	Willie Patrick

### **Function**

- Perform planning functions and provide oversight of training activities.
- Provide EPCRA policy and direction to the LEPCs with SERC approval.
- Establish goals and objectives that support state and Federal EPCRA mandates.
- Review LEPC plans and revisions to ensure compliance with Federal requirements and consistency with SERT Plan.
- Monitor issues related to transportation of hazardous materials in the State of Delaware.
- Examine strategies used by other states and make improvements and/or recommendations.

### **Accomplishments for FY 2021**

- The Committee provided support for the 14<sup>th</sup> Annual Hazardous Materials Training Workshop conducted on May 7-8, 2021.
- The Committee provided oversight and guidance for the expenditure of the HMEP Grant.
- The Committee approved and submitted the Year 3 application for the current HMEP Grant cycle.

## **Goals and Objectives for FY 2022**

- Continuing review and as necessary update all LEPC plans for compliance with state and Federal EPCRA requirements.
- Continue to assist the LEPCs with planning and training efforts.
- Provide ongoing oversight of the HMEP Grant Program.
- Continue providing oversight and support for planning and coordination of the State of Delaware Annual Hazardous Material Training Workshop scheduled for May 2022.
- Study and analyze real-world incidents and events related to hazmat incident response, and share lessons learned with the SERC community.
- Work with the selected vendor to conduct a Statewide Hazardous Materials Commodity Flow Study which will analyze the types, volume, and routes of hazardous materials traveling within the State.

## DECON Trailer User's Group Committee

### Voting Members

DSFS	Robert P. Newnam (Chair)
Kent County, LEPC, Decon	Brandon Olenik (Co-Chair)
New Castle County LEPC	David Irwin
New Castle County Decon	Joseph Leonetti
Sussex County Decon	Charles Stevenson
City of Wilmington	Willie Patrick
DNREC	Jamie Bethard
DPH	Vacant
DEMA	Michael O'Malley
DVFA	Tucker Dempsey

### Function

- Oversee the operation, training, and maintenance of the three Decon units that the State funded for each county.
- Provide decontamination to emergency service personnel and victims of HazMat incidents.
- Monitor and report on decon operations and activities.

### Accomplishments for FY 2021

- The Decon Trailer maintenance and equipment account was replenished to operational level.
- Developed a policy to ensure the timely and efficient method of authorizing repairs and equipment updates with Chairman and DNREC approval.

### Goals and Objectives for FY 2022

- Based on the long-range goals and missions developed by the Team Leaders continue to determine equipment and training needs and to pursue these needs through the Department of Homeland Security funding.
- Continue to provide timely decontamination services to emergency personnel and facility workers when needed.
- Continue the training of the team members on the equipment acquired through Homeland Security funding programs.
- Seek adequate funding for equipment, maintenance, training, and physicals for those needing them to better protect the DECON team members.
- Continuing to budget with available funding for the replacement of Kent DECON unit.

- Develop specifications, proceed to bid and accept delivery of a replacement DECON unit.
- Promote the availability of the DECON teams to emergency responders, facility operators, and the public.
- To be recognized as an “all hazards” emergency response decontamination team.

## Attachment 2

### LEPC Committees

#### LEPC for New Castle County FY 2021 Performance Report (July 1, 2020 - June 30, 2021)

##### Accomplishments:

- Six LEPC meetings were conducted:
  - July 13, 2020 – cancelled due to COVID-19 pandemic restrictions
  - September 14, 2020 –remote meeting hosted by Rogers Corporation; 39 individuals participated.
  - November 9, 2020 – remote meeting hosted by Rogers Corporation; 37 individuals participated.
  - January 11, 2021 – remote meeting hosted by Rogers Corporation; 44 individuals participated.
  - January 11, 2021 –LEPC Steering Committee via remote meeting hosted by Rogers Corporation.
  - March 8, 2021 – remote meeting hosted by Ashland LLC; 48 individuals participated
  - May 10, 2021 – remote meeting hosted by Croda; 34 individuals participated
  
- The LEPC for NCC, Delaware State Fire School, DEMA, DNREC, 31<sup>st</sup> CST and the Mill Creek Fire Company sponsored the 14<sup>th</sup> Annual Hazardous Materials Training Workshop on May 7<sup>th</sup> & 8<sup>th</sup>, 2021 at the DSFS Dover location. Once again, the theme for the workshop was “Educating Responders for Today and Tomorrow”. Although attendance was down to COVID-19 pandemic restrictions almost of 200 individuals participated in the free two-day training workshop. The event had nineteen corporate sponsors. Efforts to plan the 15<sup>th</sup> Annual Hazardous Material Training Workshop are underway.
  
- The LEPC continues to co-sponsor along with DNREC the New Castle County Industrial Hazardous Materials Response alliance (NCCIHMR).
  
- **LEPC for NCC Chairman (David Irwin) Accomplishments:**
  - Continue to serve as the Chairman of the SERC Information & Technology (IT) Committee.
  - Participated in all SERC meetings and provided quarterly and annual performance reports.
  - Continue to participate as a member of the SERC Planning & Training Committee.
  - Continue to participate as a member of the SERC DECON Committee.
  - Continue to serve as co-chair of the NCCIHMR (New Castle County Industrial Hazardous Material Response Alliance) Steering/Training Committee.
  - In accordance with SARA Title III Section 303 [42 U.S.C. 11003 (a)] completed the LEPC for NCC’s 2021 annual review of the LEPC for NCC Hazardous Material Response Plan

- Prepared, managed and tracked the SERC approved FY 2021 LEPC for NCC budget.
- Prepared, managed and tracked the FY 2021 LEPC for NCC Work Plan
- Prepared the FY 2022 Work Plan and Budget
- Submitted 3Q & 4Q HMEP Grant performance report in a timely manner.
- Reviewed and submitted comments on the proposed Statewide Flow Study scope of work proposal
- Prepared and submitted in a timely manner the PHMSA HMEP Grant 1st Quarter Activity Report.
- Submitted DEMA FY 2019 HMEP Grant accountability questionnaire
- Prepared and submitted in a timely manner the LEPC Quarterly Performance Reports
- Submitted LEPC approved FY 2022 proposed Budget, FY 2022 Work Plan and CY 2020 Performance Report in a timely manner to the SERC Finance Committee
- Submitted the SERC IT Committee FY 2022 Budget request in a timely manner to the SERC Finance Committee
- Received SERC approval to conduct 15th Annual HazMat Training Workshop
- Due to COVID – 19 restrictions conducted all Annual HazMat Training Workshop Planning Committee workshop activities/business via email.
- Cross walked updated LEPC email distribution list with CFATS Program Administrator facility contacts
- Met remotely with Mrs. Octavia (Penny) Dryden a representative of the Community Housing & Empowerment Connections Inc. and the Delaware Environmental Justice Community Partnership and Ms. Barbara DeHaven DE Technology Park to discuss the Delaware City Refinery CAP
- Reviewed St. Francis Hazard Vulnerability Analysis
- Attended the Mill Creek Board of Directors meeting on March 1<sup>st</sup> to thank them for approving Mill Creek to once again serve as the financial partner for the 14<sup>th</sup> annual workshop
- Worked with DNREC and Wilmington LEPC personnel to develop a path forward to have the LEPC's assume responsibility for the publication and payment of the federally required annual LEPC advertisement in local newspapers
- Reached out to NCC OEM to host the LEPC website
- Worked with Energy Transfer and NCC OEM personnel to coordinate the transfer of the remaining "Resident Awareness & Emergency Preparedness Guide" to NCC OEM
- Developed and launched the 14th Annual Hazardous Material Training Workshop "Save the Date" notice
- Represented the LEPC at the Burris Annual Emergency Responders Facility Plan Review and facility walkthrough
- Represented the LEPC at twenty-three (23) Community Advisory Panel (CAP) remote meetings, Croda (6/3, 9/2, 12/2, 3/24, 4/28, 5/2), Solvay Specialty Polymers (10/29, 3/25), DuPont Nutrition & Health/IFF (7/1, 9/23, 3/31), DuPont Newark (7/1, 12/17, 6/23), FMC -Stine (10/26, 5/19) and Delaware City Refining (12/10, 1/17, 2/11, 3/19, 4/23, 5/20, 6/24)
- Represented the LEPC for NCC at eight (8) LEPC meetings, Kent (1/12, 3/9, 5/11), Sussex (11/12, 3/11, 5/13) and Wilmington (3/12, 5/14)
- Represented the LEPC at three (3) DC CAER remote quarterly meetings (1/14, 10/8, 4/9)
- Developed HazMat Workshop PowerPoint presentation for LEPC meetings

- Documented six Hazardous Material reportable release reports in accordance with EPA regulations
- Reviewed July 2019 to June 2020 LEPC meeting attendance and developed CY 2021 LEPC voting/non-voting membership list for Steering Committee/membership approval
- Developed new LEPC meeting sign-in sheet
- Worked to secure presenters for the 14th Annual HazMat Training Workshop
- Developed draft session descriptions for 14th Annual HazMat Training Workshop
- Served as a technical resource to three member companies
- Served as a technical resource to five non-member companies
- Reviewed Croda's DNREC NOV
- Worked with DNREC and Wilmington LEPC personnel to develop a path forward to have the LEPC's assume responsibility for the publication and payment of the federally required annual LEPC advertisement in local newspapers
- Reached out to NCC OEM to host the LEPC website
- Worked with Energy Transfer and NCC OEM personnel to coordinate the transfer of the remaining "Resident Awareness & Emergency Preparedness Guide" to NCC OEM
- Monitored I-95 Peroxide Hazardous Material incident
- Monitored Veolia Olefin/Sulfuric Acid rail cars Hazardous Material incident
- Reviewed DNREC Incident Response reports for New Castle County

➤ **LEPC for NCC Vice Chairman (Elizabeth Neumane) Accomplishments:**

- Prepared and submitted in a timely manner the LEPC Quarterly Performance Report
- Prepared and submitted in a timely manner the LEPC 2020 Annual Report
- Prepared and recorded the minutes for the September 14<sup>th</sup> NCC LEPC meeting.
- Prepared and recorded the minutes for the November 9<sup>th</sup>, 2020 NCC LEPC meeting.
- Updated the NCC LEPC electronic distribution list
- Prepared and recorded the minutes for the January 13<sup>th</sup>, 2021 NCC LEPC meeting.
- Prepared and recorded the minutes for the January 13<sup>th</sup>, 2021 NCC LEPC Steering Committee meeting.
- Prepared and recorded the minutes for the March 8<sup>th</sup>, 2021 NCC LEPC meeting.
- Hosted four (4) remote LEPC meetings

➤ **ERP Liaison (William McCracken) Accomplishments:**

- Completed eleven (11) Emergency Response Plan Reviews:
 

Burriss Logistics	10/23/2020
Windstream Communications	10/29/2020
A. Duie Pyle Inc.	12/20/2020
Messer, LLC	1/16/2021
Agilent Technologies	2/18/2021
Artesian Water Company	3/3/2021

Kuehne Chemical Company	3/29/2021
Astra Zeneca Wilmington	5/7/2021
United Refrigeration	6/1/2021
Foley, Inc.	6/2/2021
G. E. Company	5/26/2021

➤ **Goals and Objectives FY 2022:**

- Prepare, manage and track the SERC approved FY 2022 LEPC for NCC budget.
- Prepare, manage and implement the DEMA/PHMSA approved FY 2021 LEPC for NCC HMEP Grant projects.
- As required by SARA Title III Section 303 [42 U.S.C. 11003 (a)] federal statute review and update as appropriate the Hazardous Substance Response Plan
- Continue to work with DNREC EPCRA personnel to maintain and update the TIER II Manager database and work with DNREC EPCRA section and the DSFS personnel to coordinate training of identified emergency services personnel in the use of TIER II Manager program to ensure competency in the defined needs as agreed by the LEPCs and the SERC IT Committee.
- Accompany DNREC ARP personnel on at least one ARP inspection
- Continue to encourage the NCC Volunteer Fire Chiefs to identify and enroll key stakeholders for the TIER II Manager training program.
- Continue to serve as the sponsor of NCCIHMRRA
- Work with the NCCIHMRRA Training and Steering Committee to develop, sponsor, facilitate and coordinate NCCIHMRRA training initiatives.
- Work with Industry, Local Government and Community Organizations to identify and pursue opportunities to promote and implement LEPC mission and message at community meetings, public outreach events, open houses and other special events as appropriate and provide reports at LEPC meetings
- Serve as an active member of industry sponsored Community Advisory Panels.
- Given the changing landscape of industry in NCC continue to work with DNREC personnel to develop an accurate NCC EHS facility list and schedule for EHS Chemical Facility Emergency Response Plan/Procedure reviews and site visits in accordance with the rolling 3year cycle schedule.

- Serve as Chairman of the Delaware State Hazardous Materials Training Workshop Planning Committee.
- Sponsor, facilitate, arrange or participate in at least one hazardous materials drill, tabletop or field exercise.
- Serve as an active member of the SERC Planning & Training Committee.
- Serve as the Chair of the SERC Information Technology Committee.
- Serve as an active member of the SERC DECON Committee.
- Attend the Regional Emergency Preparedness and Hazardous Materials Conference.
- Provide bi-monthly activity reports to the LEPC.
- Provide quarterly and annual activity reports to the SERC.
- As requested, serve as a subject matter expert to LEPC members as well as other entities.
- Perform other duties as requested by the SERC.

➤ **LEPC for NCC Proposed Membership List FY 2022:**

<b>Voting Members - 41</b>	
<b>Name</b>	<b>Representation</b>
Barrish, Bob	Community At-Large
Baldinger, Dave	Chesapeake Utilities
Bethard, Jamie (proxy Tara Chambers)	DNREC
Brennan, Jerry (proxy Chad Ingram)	DSFS
Cartier, John, Councilman	NCC Council, District 8
Cenci, Ken	DNREC -ARP
Cochran, Joseph	NCC Emergency Management
Davis, Bill	DNREC - EPCRA
Davis, Russ	Honeywell
Dietrick, Ron (proxy John Deemer)	Delaware City Refining Company
Mark Dolan	DNREC -ARP
Durbano, Dave (proxy Sweitzer, Barnett)	Croda
Dworkin, Molle (proxy Ken Belmont, Kim Hicks)	Public Health
Ennis, David	LEPC
Fox, Robert	State Fire Marshall
Golgolab, Babak	Claymont Community Coalition/LEPC
Hopkins, Wayne	FMC - Stine
Irwin, David	NCC LEPC
Jack, William	DuPont ESL
Kelly, William	Energy Transfer/Delaware State Fire Prevention Commission
Kovach, Tom	NCC LEPC
Krueger, Lynn	Maritime / Duffield Associates
Leonetti Sr., Joseph	Saint Francis Healthcare
Logemann, Mark, Asst. Chief	NCC EMS
Love, Tim (proxy Kathy Baily)	BASF
McCracken, William	Public Member/LEPC
McDonough, Brian	Amtrak
McGrath, John	DRBA
McDowell III, Harris, Senator	Senator, 1 <sup>st</sup> District
Neumane, Beth	Rogers Corporation/Vice -chairman
Patrick, Willie	Wilmington LEPC

Philips, Mike	Radio - WDEL
Phillips, Steve	DEMA
Rubin, Joseph	WSFS Bank
Scheibe, Jon	Ashland
Shively, Edwin	Hologic
Stein, Al	EMRES Ltd.
Stevenson, Charles	Sussex County LEPC
Strupczewski, William	FAA/US DOT
Verdi, John (proxy Kevin McSweeney)	University of Delaware
Whitemarsh, Dan (proxy David Tench)	Buckeye
<b>Non-Voting Members - 13</b>	
<b>Name</b>	<b>Representation</b>
Bazzo, Mora	Sardo & Sons
Butler, Eileen	DNREC
Barth, Rick	Lewis
Chambers, Tara	DNREC
Connors, Patty	Eastern Shore Natural Gas
Critchfield, Dustin (proxy Brandon Wickland)	DOT Foods
Dobson, Frank	Dobson Associates
Doss, Michael	Print Pack
Gregg Haslinksy	Moran Environmental
Oswald, Brian	Solvay
Pelna, Stephan	Lewis
Reynolds, Philip	Miller Environmental Group
Ross, Rich	Eastern Shore Natural Gas

## **LEPC for City of Wilmington FY 2021 Performance Report (July 1, 2020 - June 30, 2021)**

### **Accomplishments for FY 2021**

- Held LEPC meetings via zoom after canceling a couple due to pandemic.
- Maintained City of Wilmington LEPC membership with a regular attendance of a small group of members.
- Attend SERC meetings and other county LEPC meetings via zoom.
- Completed the annual LEPC and HMPG Work Plan and Budget.
- Reviewed and updated the Hazardous Substance Response Plan for Wilmington.
- Continue with Shelter-in-Place and Evacuation presentations to several neighborhood groups and senior citizens. We have also worked with the City on and business partners on Lock down Shelter in place plans of preparedness. Sent out preparedness for pandemic Precautions such as masks, hand sanitizing, separation and where to receive testing then shots.
- Serve on the planning and preparation committee for the annual Hazmat Conference.
- Attend all meetings of the planning committee for the workshop.
- Participate with the Wilmington OEM and other agencies in any exercises.
- Conducted SERT response training for Wilmington Fire Department on hold .
- Meet with all Emergency Responder Staff, Police and HazMat on a quarterly basis.
- Meet with the Wilmington Fire Department Operational Personnel monthly.
- Participate and attended the State All Hazards Conference and the Hazmat conference.
- Distribute copies of the updated and reprinted “Resident Awareness and Emergency Preparedness Guide” to area businesses, industry and Community groups.
- Work with the WFD Emergency Responders on the EPCRA reporting information.
- Provide monthly Partners in Public Safety messages to the City residents via Chanel 22.
- Reviewed SERT Response Guide Book.
- Participate in the planning of the Blue Rocks Preparedness game to be held the end of August.

## **Goals and Objectives for FY 2022**

- Met with Wilmington LEPC every sixty days.
- Work with all agencies to improve the response capabilities to hazardous material incidents.
- Provide HazMat responders with continued and updated training programs.
- Continue working with all City Corporations on any exercise or drill.
- Participated in the SERC hazmat material TTX drill in September.
- Participated in the annual hazmat workshop with the State and County.
- Attended all planning meetings for the hazmat workshop.
- Distributed LEPC information throughout Wilmington, through community, business and city organizations.
- Increased the number of LEPC presentations to schools, neighborhood planning councils and businesses.
- Attended various conferences and seminars for improvement of the LEPC.
- Continued to reach out to businesses in Wilmington to encourage them to be participants in the Wilmington LEPC.
- Continue to work with New Castle County LEPC to improve all identified HazMat sites within the City of Wilmington and update information needed by the emergency responders.
- Test the DENS System on a quarterly basis.
- Work with local companies on requirements of reporting non-emergencies to the local emergency coordinator.
- Continued to provide to all extremely hazardous material sites, large employers and public buildings notification alert radios.
- Test City monitor radios and emergency notification systems on a semi-annual basis.
- Continue to review the Hazardous Substance Plan for Wilmington.
- Participated in the Emergency Preparedness & Hazmat Conference in October.
- Provide Incident Command Training for all emergency responders.

- Continue to use our City TV station channel 22 and Public Safety radio station 1640 AM for public safety announcements.
- Assisted in providing proper equipment and will try to update equipment and meters for the Hazmat units.
- Participate in Local, County and State drills.
- Worked with DEMA and other LEPC's in planning annual Delaware HazMat Training Workshop.
- Supported other LEPC's by attending quarterly meetings.
- Worked to increase LEPC membership. Trying also to have participation of City Council representatives.
- Completed 3 inspections of the EHS sites by private contractor that been on hold due to Covid 19.

**City of Wilmington LEPC Membership** (Listed alphabetically as of June 2020)

<b>Name</b>	<b>Organization</b>	<b>Representation</b>
Allen Ecker	Dana Transportation	Transportation
Andrew Zaun	Bucheye	Industry/Chemical
Bob Schroeder	Noramco	Industry Facilities
Carole Dougherty	EPA	Environmental
Chris Young	American Red Cross	Emergency Services
Danny F. Miller	Allied Signal Inc.	Industry/Chemical
Dave Irwin	NCC LEPC	
David Hodas	Widener University/Env. Law	Community Representatives
David McFadden	Quip Laboratories, Inc.	Industry
	Wilmington Police Dept	Law Enforcement
Doug Dillon	Tri-State Maritime Safety	Industry
Ed Gerhart	EPA Region III	Environmental
Enid Simms-Wallace	Delmarva Power	Utilities Rep
George B. Giles	Citizen	
George Evans	Vice President, Community Council	Community Representative
Glen Schmiesing	Environmental Engineer	Environmental
Helene Stolker	EPA	Environmental
Gabe Pabone	Dep. Chief WFD	WFD FMO
James Rhodes	Licenses & Inspections Dept.	Local Official
Jamie Bethard	DNREC	Environmental
Jeff Kreb	Christiana Hospital	Hospital Representative
Kelly Williams	Commissioner, Public Works	Public Works
Jerry Custis	Port of Wilmington	Industry/Chemical

John Hoban	Dep Chief Operations	Fire Department
Joe Kalinowski	Citizen	Fire Department
Joe Leonetti	St. Francis Hospital	Hospital Representative
Joe Rubin	WSFS	Industry
John Gillespie	Pennoni Associates, Inc.	Industry/ Chemical
John Looney	WFD Chief	Fire Department
Joseph DiPinto	City of Wilmington	LEPC Chairman
Kara Coats	City Solicitor	Local Government
Kevin Senseny	Citrosuco Corporation	Industry/Chemical
Loretta Walsh	Wilmington City Council	Elected Official Government
Luke Mette	City Solicitor	Executive Committee
Lynn Kruger	River Services	Environmental
Name	Organization	Representation
Marc Brenner	Lewis Environmental	Emergency Services
Margie Williams	LEPC Clerical Staff	Executive Committee
	Wilmington City Council	Elected Official
Vacant		Fire Department
Michael Hackett	DART	Transportation
Michael Purzycki	Mayor	Elected Official
Mikal Shabazz	EPA	Environmental
Gabe Pabone	Dep Chief WFD Fire Marshall	Fire Department
Mike McLean	Amtrak, Safety Department	Transportation
<i>Position Vacant</i>	Planning, Community Projects	Local Official
<i>Position Vacant</i>	Christiana Care	Hospital Representative
<i>Position Vacant</i>	International Petroleum Corp.	Industry/Chemical Industry
<i>Position Vacant</i>	Mayor's Office	Local Official
Mike O'Mally	Planner DE Emergency Mgmt	State of Delaware
Robert Tracy	Police Chief, Wilmington	Law Enforcement
Sally Hawkins	Delaware Broadcasting Company	Publicity/Public Information
Scott Turner	Transport Technology Co. Inc	Industry
Sid Sharma	Environmental Compliance	Environmental
Tom Born	Atlantic City Electric	Utilities Representative
Kelly Williams	Public Works	City of Wilmington
Vacant	Wilmington City Council	Elected Official Government
Vacant	Courts	State of Delaware
Vince Jacono	Delmarva Power- Public Affairs	Utilities Representative
Wayne Hopkins	DuPont Company	Industry/Chemical
William Hornung	WSFS	Industry
Willie Patrick	Director Emergency Management	City of Wilmington

## **LEPC for Kent County FY 2021 Performance Report (July 1, 2020 - June 30, 2021)**

The Kent County LEPC normally meets the second Tuesday of every odd-numbered month at 10:00 a.m. in the Kent County Public Safety Building. Special programs/events may dictate changing the time and/or location of the meetings. The LEPC consists of over 40 members who represent about 30 plus organizations or facilities in the County. The average attendance at the six meetings was 18 members. All 13 categories of members listed in our bylaws are represented.

The Kent County Department of Public Safety Chief Colin Faulkner serves as Chairman of the LEPC and Administrative Officer Brandon Olenik serves as Vice Chairman. The Vice Chairman serves on the IT Committee and Planning and Training Committee of the SERC. Both Ch. Faulkner and VC Brandon Olenik participate in the Delmarva Emergency Task Force.

### **Accomplishments for FY 2021**

- Developed an Annual Work Plan and Budget for FY 2022.
- Supported the long-term LEPC Planning Committee.
- The Kent County LEPC addressed all nine of the “Uniform LEPC Performance Measures” during Fiscal year 2020.
- Reviewed the Kent County HAZMAT plan in June 2021.
- Maintained HMEP Grant.
- Supported and assisted with the training on the DECON trailer, including the local fire companies.
- Held bi-monthly LEPC meetings. Meetings continued in online format until March 2021. Meeting are being held in person again.
- Continued support of the Tier II Manager reporting system.
- Assisted late and non-reporting facilities in filing Tier II reports
- Members of the LEPC participated in several exercises during the year, including a full scale radiological drill with DEMA.
- Provided programs at several of the LEPC meetings.
- Worked with facilities in Kent County to identify hazardous and extremely hazardous substances and insure they are meeting reporting requirements.
- Assisted first responders and facilities in pre-planning, drills, and facility compliance.
- Promoted the Delaware Emergency Notification System to be used in the case of accidental releases at chemical facilities or other emergencies.

- Continued site visits for facilities that have EHS materials.

### **Goals and Objectives for FY 2022**

- Continue to support the Tier II Manager reporting system.
- Continue to work with SERC IT committee in achieving the goal of having all fire companies have access to TIER II for planning purposes.
- Continue work with the facilities in Kent County to identify hazardous and extremely hazardous substances and insure they are meeting reporting requirements.
- Continue 3-year review of emergency response plans for selected Kent County facilities that maintain an inventory of hazardous and extremely hazardous substances.
- Assist first responders and facilities in pre-planning, drills, and facility compliance.
- Hold bi-monthly LEPC meetings with a program for each meeting.
- Meet the performance measures established by SERC for LEPC's.
- Review and update, as needed, the Kent County HAZMAT plan.
- Attend SERC meetings and give activity reports for the Kent County LEPC.
- Attend conferences and training programs to become more knowledgeable in the areas of responsibility for LEPC's.
- Promote the Delaware Emergency Notification System to be used in the case of accidental releases at chemical facilities or other emergencies.
- Continue to support DECON 3 & serve as Co-Chairman of the Statewide DECON Committee.
- Participate in investigations by DNREC or the EPA when called upon.
- Participate in planning and completing tabletop, functional and full-scale exercises in Kent County in accordance with the Statewide Homeland Security Exercise Plan.
- Identify, publicize, and promote opportunities for improvement in emergency responses to hazardous situations in Kent County.
- Promote the Kent County LEPC through the media and static displays.

## Kent County LEPC Membership (as of June 2021)

<b>Member</b>	<b>Organization</b>	<b>Representation</b>
Antonio Haigler	Dentsply Caulk	Facility Operator
Steven Phillips	DEMA	Emergency Management
Barry Laise	Station 54	Firefighting
Bill Davis	DNREC	Environmental
Bob Barrish	Retired.	Community Group
Brandon Olenik	KCDPS	Vice Chairman
Charles Boyer	Town of Smyrna	Facility Operator
Charles Stevenson	Sussex LEPC	Community Group
Sharon Jefferson	American Red Cross	Community Group
Colin Faulkner	KCDPS	Chairman
David Irwin	New Castle LEPC	Community Group
David Mick	KCDPS	EMS
Eric Rowland	Edgewell	Facility Operator
Willie Patrick	Wilmington LEPC	Emergency Management
Joshua Bushweller	DSP	Law Enforcement
Hon. P. Brooks Banta	Kent County Levy Court	Local Official
Jeff Vadakin	Magnum Electronics	Facility Operator
Joe Tyler	US Cold Storage	Facility Operator
John Griscovey	Perdue	Facility Operator
John Melvin	DAFB	Firefighting
Kenneth Cenci	DNREC	Environmental
Mark Dolan	DNREC	Environmental
Mark Lucy	Miller Environmental	Facility Operator
Michael Layton	SERC	Transportation
Miranda Mal	DAFB	Emergency Management
Nicole Vautard	KCDPS	Emergency Management
Phillip Reynolds	Miller Environmental	Facility Operator
Radford Garrison	Bayhealth	Hospital
Ron Dukes	Perdue	Facility Operator
Scott Melnick	Perdue	Facility Operator
Sen. Bruce Ennis	State of Delaware	State Official
Steve Farkas	Chesapeake Utilities	Facility Operator
Tara Chambers	DNREC	Environmental

## **LEPC for Sussex County FY 2021 Performance Report (July 1, 2020 - June 30, 2021)**

### **Accomplishments FY 2021**

- Five LEPC meetings were held with presentations on the following topics:
  - Rich Gaudiosi, along with Scott Bossert, of the DBRC provided a presentation and discussion on the response equipment and capabilities of the Delaware Bay and River Cooperative.
  - Patty Connors, Safety & Compliance Specialist for Eastern Shore Natural Gas Company, provided a presentation on ESNG's Delmarva Peninsula pipeline network and the pipeline safety initiatives utilized by the company.
  - Milt Warren, President of Delmarva Two-Way Radio, provided a presentation on Intertalk's cloud-based dispatching.
- Provided access to Tier II facility database for each Sussex County fire company Chief about the use and storage of chemicals in their district
- Continued an active membership in the SERC Planning and Training committee
- Continued an active membership in the SERC Information Technology committee
- Continued an active membership in the HazMat Conference Planning Committee
- Continued to work long range plan of visits to EHS facilities
- Attended scheduled SERC meetings with printed and verbal report of Sussex County LEPC activities
- Participated in an emergency response exercise at Simmons Agri Service in Bridgeville

### **Goals and Objectives for FY 2022**

- Review/revise Sussex County Hazardous Material Response Plan
- Continue to follow plan of facility visits to review emergency response plans, as well as assist with reporting procedures, if needed
- Attend SERC meetings and provide activity reports for Sussex County LEPC
- Continue to build membership in the LEPC
- Conduct regular meetings with informative presentations
- Continue to actively participate as a member of the Planning and Training Committee
- Continue to actively participate as a member of the Information Technology committee

- Locate and include new facilities in the chemical reporting program for Sussex County and State of Delaware
- Meet with first responders to discuss concerns and facility emergency response plans, as well as ensuring all designated representatives of Sussex County fire companies have access to and understand the use of Tier II for planning purposes
- Coordinate and participate in planned exercises
- Continue to participate as a member of the DECON User's Group
- Continue to attend and support other counties LEPC meetings
- Coordinate use of training funds through the HMEP Grant
- Participate as a member of the HazMat Training Workshop Training committee

**Sussex County LEPC Membership** (as of August 2021)

Name	Organization	Representation
Charles Stevenson	Sussex County EOC	LEPC Chairperson
Joseph Thomas	Sussex County	Emergency Management
David Mick	Kent County LEPC	Emergency Management
Brandon Olenik	Kent County LEPC	Emergency Management
David Irwin	Chairman, NCC LEPC	Emergency Management
Bob Shinholt	ALOFT AeroArchitects	Industry
Steve Phillips	DEMA	Emergency Management
Willie Patrick, Jr.	City of Wilmington LEPC	Emergency Management
Todd Lawson	Sussex County	Government
Paul Swarm	SPI Pharma	Industry
Bob Barrish	Citizen/SERC	SERC
Robert Murray	Director, Paramedic Office	Emergency Medical Svcs.
Glenn Marshall	Sussex County EMS	Emergency Medical Svcs.
Kort Dickson	Perdue Farms	Industry
Bill Duveneck	Amateur Radio	Emergency Services
Kevin Burdette	Artesian	Industry
Thomas Hicks	Schering-Plough	Industry
Michael Layton	Growmark FS	Industry
Thomas Stowe	Invista	Industry
Brad Ebaugh	Delaware Electric Coop.	Industry
Bob Kendall	Mountaire	Industry
John Ward	Mountaire	Industry

Sonia Williamson	Mountaire	Industry
Ed Short	Justin Tanks	Industry
Randy Dell	Suburban Propane	Industry
Bill Ridenour	Magnum Electronics	Industry
Mary Whalen	Magnum Electronics	Industry
Milt Warren	Delmarva Two-Way	Industry
Chris Martinez	Nanticoke Hospital	Hospital
Jim Mooney	Long Neck Water Co.	Industry
Steve Denny	Pictsweet	Industry
Jim Smith	Delmarva Power	Industry
Terri Adams	SUN Delaware	Industry
Tom Bastian	Dogfish Head Brewery	Industry
Chip Guy	Sussex County	Government/Media
Jamie Bethard	DNREC/ERB	Environmental
Name	Organization	Representation
Matthew Higgins	DNREC/ERB	Environmental
Colleen Casey	Verizon Wireless	Industry
Rick Hoppes	Chesapeake Utilities	Industry
Mark Dolan	DNREC/ARP	Environmental
Chatham Marsch	City of Lewes	Law Enforcement
Michael Welch	US EPA	Environmental
Radford Garrison	Bay Health	Hospital
Alistair Probst	DelDOT Southern Division	Transportation
Brian Pepper	Pep Up Incorporated	Industry
Ken Greeson	DHS	Government
Lisa Dunaway	DHS	Government
Roger Minner	DHS	Government
Scott Bossert	DRBC	Environmental Response
Rich Gaudiosi	DRBC	Environmental Response
Steve Farkas	Chesapeake Utilities	Industry
Carl Davis	Sussex Citizen Corps	Community Group
Terry Hastings	Amateur Radio	Emergency Services
Marc Evans	U.S.Army CST	Military
Kristin Koory	Lewis Environmental	Industry
Andrew Vahey	Pepco Holdings	Industry
Andy Johnson	Fire Chief	Fire Service
Cheryl Hopple	Beebe Hospital	Hospital
Bernard Carter	U.S. Army CST	Military
Beth Sise	Mountaire	Industry

## **Attachment 3**

### **DNREC Emergency Response State Fiscal Year 2021 Summary of Activities**

DNREC is responsible for activities related to hazardous materials Emergency Response, Accidental Release Prevention, and Emergency Planning & Community Right to Know. Statistics for state fiscal year (SFY) 2021 show DNREC's Emergency Response Team (ERT) responded to 367 incidents. This is compared to 388 responses in SFY 2020. As with previous years, DNREC's highest percentage of responses (36%) continue to be transportation related spills and releases primarily from motor vehicle accidents. The second highest responses in SFY 2021 were to residential heating fuel spills. These two types of responses made up 45% of DNREC total responses in SFY 2021. In SFY 2021, there were 14 declared SERT responses, which are listed on the DNREC HazMat Response Summary Table. DNREC has also had a long-standing "60% Rule" with 60% of the incidents being petroleum and 60% being in New Castle County. Last year the results were 66% petroleum and 53% New Castle incidents. Kent County had 20% of the incidents while Sussex had 26% respectively. A breakdown of the numbers is on the following pages.

Due to COVID-19 many additional trainings have been placed on hold or cancelled and responses significantly decreased.

## DNREC ERT HazMat Response Summary

**FY 2021**

**July 1, 2020 to June 1, 2021**

TYPE OF RESPONSE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL	PERCENT
Abandoned drums & containers	8	1	2	3	14	4%
Abestos	1	0	2	0	3	1%
AST	0	0	0	1	1	0%
BIOA	0	1	1	0	2	1%
Cooking oil	1	0	0	0	1	0%
Dumping	4	0	1	3	8	2%
EOD Assists/Special Duty	2	2	9	5	18	5%
Exercises	1	0	0	0	1	0%
Fires	2	3	1	2	8	2%
Fish kills	3	0	1	5	9	2%
Grease	0	1	0	2	3	1%
Indoor air quality	8	2	1	1	12	3%
Marina/waterway sheen/spills	6	2	2	3	13	4%
Medical waste	3	0	0	0	3	1%
Mercury spill	0	1	1	1	3	1%
Meth lab	1	0	0	1	2	1%
Mineral oil	2	0	0	0	2	1%
Non-petroleum	0	1	2	2	5	1%
Odors	2	0	0	0	2	1%
Other	5	4	2	6	17	5%
Other petroleum	0	0	1	0	1	0%
Petroleum	9	4	15	3	31	8%
Radiation	1	0	1	0	2	1%
Residential oil spills	9	13	9	3	34	9%
Sheen	1	0	3	2	6	2%
Sink hole	1	0	0	0	1	0%
Storage tank releases	4	2	1	1	8	2%
Sunken vessel	0	1	0	0	1	0%
Transportation	35	38	33	26	132	36%
UST	1	1	2	1	5	1%
Vessel releases	2	1	1	0	4	1%
Waste oil	0	1	0	0	1	0%
Water quality complaint	5	2	6	0	13	4%
WMD	0	0	0	1	1	0%
<b>Total Number of Responses</b>	<b>117</b>	<b>81</b>	<b>97</b>	<b>72</b>	<b>367</b>	<b>100%</b>

RESPONSES BY COUNTY						
TYPE OF RESPONSE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL	PERCENT
Kent County	24	16	16	19	75	20%
New Castle County	64	41	55	36	196	53%
Sussex County	29	24	25	17	95	26%
Maryland	0	0	1	0	1	0%
Pennsylvania	0	0	0	0	0	0%
<b>TOTAL</b>	<b>117</b>	<b>81</b>	<b>97</b>	<b>72</b>	<b>367</b>	<b>100%</b>

PETROLEUM AND NON PETROLEUM RESPONSES						
TYPE OF RESPONSE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL	PERCENT
Petroleum	75	63	64	42	244	66%
Non-Petroleum	42	18	33	30	123	34%
<b>TOTAL</b>	<b>117</b>	<b>81</b>	<b>97</b>	<b>72</b>	<b>367</b>	<b>100%</b>

SFY 20-21 SERT INCIDENTS	INCID. #	SERT Level	SERT Date
Pine Valley Rd. Chlorine Incident	200917-02-1NN	1	9/17/2020
Broadkill Beach Oil Spill	201019-04-4PS	4	10/19/2020
POTUS Event 1 Wilmington	210205-01-4NN	4	2/5/2021
POTUS Event 2 Wilmington	210227-01-4NN	4	2/27/2021
POTUS Event 3 Wilmington Cancelled	210306-01-4NN	4	3/6/2021
POTUS Event 4 Wilmington	210310-01-4NN	4	3/10/2021
POTUS Event 5 Wilmington	210326-01-4NN	4	3/26/2021
POTUS Event 6 Wilmington	210416-03-4NN	4	4/16/2021
POTUS Event 7 Wilmington	210419-02-4NN	4	4/19/2021
POTUS Event 8 Wilmington	210430-01-4NN	4	4/30/2021
Windrow Way IAQ	210501-01-1NK	1	5/1/2021
Sea Watch Artillery Round Chemical Release	210514-01-1NS	1	5/14/2021
108 Marabou Drive Clan Lab Assist	210527-01-1NN	1	5/27/2021
POTUS Event 9 Rehoboth	210602-02-4NS	4	6/2/2021

## Attachment 4

### SERC Funds – 2021 Fiscal Year Summary

(Based on figures from January 1, 2021 through end of fiscal year)

#### SERC Fee Holding Account:

Carryover from 2020 calendar year	+ \$ 328,504
Fees received in 2021	+ \$ 428,361 (a)
Annual disbursements for FY 2022	- \$ 422,623 (b)
Account balance	+ \$ 334,242

#### Decon Trailer Replacement Account:

Carryover from 2020 calendar year	+ \$ 354,924
Deposit as part of SERC FY 2022 disbursements	+ \$ 100,000 (b)
Interest received thus far in 2021 calendar year (1 <sup>st</sup> 4 months)	+ \$ 2,373 (c)
Account balance	+ \$ 457,297

#### Notes:

- a) Reports and fees from facilities covering calendar year 2020 were due 3/1/2021. Efforts to review submitted reports and fees, and follow-up on delinquent reporters, are ongoing.
- b) FY 2022 Allocations Approved for Distribution:

<b>Agency/Organization</b>	<b>FY 2022 Approved Allocation</b>
City of Wilmington LEPC	\$ 62,858.99
New Castle County LEPC (account maintained at DSFS)	\$ 49,311.00
Kent County LEPC	\$ 70,867.48
Sussex County LEPC	\$ 74,660.58
SERC IT Committee (account maintained at DSFS)	\$ 33,089.00
Transfer to decon. trailer equipment and maintenance account	\$ 9,600.00
Transfer to decon. trailer replacement account	\$ 100,000.00
DNREC Emergency Response & Strategic Services Section	\$ 16,236.00
Mill Creek Fire Company for utility expenses at Old Fire Station 21, for housing SERC Decon/hazmat apparatus	\$ 6,000
<b>Total</b>	<b>\$ 422,623.05</b>

- c) Interest will continue to accumulate. Effective July 2008, interest from both the Fee Holding Account and Decon Trailer Replacement Account are to be jointly deposited into the Decon Trailer Replacement Account. This is an ongoing policy decision by the SERC, with the interest to be transferred on a yearly basis from the main Fee Holding Account.

## Attachment 5

<b>DELAWARE STATE EMERGENCY RESPONSE COMMISSION</b>			
<b>Member List as of June 30, 2021</b>			
<b>Chairperson</b>	Mr. Nathaniel McQueen Secretary Department of Safety & Homeland Security	Public Safety Building P.O. Box 818 Dover, DE 19903	Phone: (302) 744-2665 Fax: (302) 739-7003
<b>DelDOT</b>	Mrs. Nicole Majeski Secretary Department of Transportation	Highway Administration Blvd P.O. Box 778 Dover, DE 19903	Phone: (302) 760-2303 Fax: (302) 739-4329
<i>Designated Proxy</i>	Mr. Gene Donaldson Operations Manager Transportation Management Ctr.	169 Brick Store Landing Rd. Smyrna, DE 19977	Phone: (302) 659-4601 Fax: (302) 659-6128
<b>DSP</b>	Col. Melissa Zebley Superintendent Delaware State Police	Headquarters Bld., Rt. 13 P.O. Box 430 Dover, DE 19903	Phone: (302) 739-5911 Fax: (302) 739-5966
<i>Designated Proxy</i>	Lt. Col. Daniel Meadows		
<b>DEMA</b>	Mr. A.J. Schall Jr. Director DE Emergency Management Agency	Emergency Operations Ctr. 165 Brick Store Landing Rd. Smyrna, DE 19977	Phone: (302) 659-3362 Fax: (302) 659-6855
<i>Designated Proxy</i>	Mr. Christopher Murtha Deputy Director		Phone: (302) 659-2202
<b>DNREC Vice-Chair</b>	Mr. Jamie Bethard Chief DNREC Emergency Prevention and Response	155 Commerce Way Suite B Dover, DE 19904	Phone: (302) 739-9404 Fax: (302) 739-2466
<b>Fire Marshal (FMO)</b>	Mr. Grover P. Ingle State Fire Marshal	DE State Fire Service Center 1537 Chestnut Grove Road Dover, DE 19904	Phone: (302) 739-5665 Fax: (302) 739-3696
<i>Designated Proxy</i>	Mr. Michael G. Chionchio, Assistant State Fire Marshal		Phone: (302) 323-5375 Fax: (302) 323-5366
<b>Public Health</b>	Dr. Karyl Rattay Director Division of Public Health	Jesse Cooper Building 417 Federal Street Dover, DE 19901	Phone: (302) 744-4818 Fax: (302) 739-6659
<i>Designated Proxy</i>	Mollee Dworkin Environmental Health		Phone: (302) 223-1720 Fax: (302) 739-3071
<b>Fire School (DSFS)</b>	Mr. Robert Newnam Director DE State Fire Service Center	1461 Chestnut Grove Road Dover, DE 19904	Phone: (302) 739-4773 Fax: (302) 739-6245
<i>Designated Proxy</i>	Mr. William H. Baker		

## DELAWARE STATE EMERGENCY RESPONSE COMMISSION

<b>Fire Prevention Commission</b>	Mr. Dave Roberts Fire Prevention Commission	35 Yeates Drive New Castle, DE 19720	Phone: (302) 528-9039 Fax: (302) 739-4436
<b>Rail Transportation</b>	Mr. Robert Byrd Industry Representing Rail	Wilmington Trust Center 2 Penns Way, Suite 305 New Castle, DE 19703	Phone: (302) 757-6300
<b>Air Transportation</b>	Mr. Ben Clendaniel Industry Representing Air	129 Mary Ella Court Smyrna, DE 19977	Phone: (302) 535-1989 Fax: (302) 335-3922
<b>Highway Transportation</b>	Michael Layton Industry Representing Highway	308 NE Front St. Milford, DE 19963	Phone: (302) 424-2841
<b>Water Transportation</b>	Lynn Krueger Industry Representing Water	296 Llewellyn Road. Chester Heights, PA 19017	Phone: (302)547-3405
<b>Shippers</b>	Capt. Brian Wong Industry Representing Shippers	1308 Riverview Avenue Wilmington, DE 19806	Phone: (302) 463-6370
<b>Chemical Users</b>	Mr. John Verdi Industry Representing Users BASF Corporation	205 S. James Street Newport, DE 19804	Office: (302) 992-5660 Fax: (302) 992-9371
<b>Consignees</b>	Mr. James Lee Industry Representing Consignees DE City Refinery Co.	4550 Wrangle Hill Road Delaware City , DE 19706	Phone: (302) 834-6404
<b>DE Volunteer Firefighters Association</b>	Senator Bruce C. Ennis Director DE Volunteer Fireman's Association	522 Clayton Road Smyrna, DE 19977	Phone: (302) 744-4351 Fax: (302) 739-2313
<i>Designated Proxy</i>	Mr. Warren Jones, Executive Secretary	PO Box 1849 Dover, DE 19903	Phone: (302) 734-9390 Fax: (302) 734-9404
<b>City of Wilmington</b>	Mr. Willie Patrick Director City of Wilmington Office of Emergency Management	Public Safety Blvd 22 South Heald Street Wilmington, DE 19801	Phone: (302) 576-3915
<b>New Castle County</b>	Mr. David H. Irwin Chair, New Castle County LEPC	LEPC for NCC P.O. 2998 Wilmington, DE 19805-0998	Phone: (302) 383-1307 Fax: (302) 323-4573
<i>Vice Chair</i>	Beth Neumane	Rogers Corporation 1100 Governor Lea Road, Bear, DE 19701	Phone: (302) 595-1218 Phone: (302) 834-2100
<b>Kent County</b>	Chief Colin Faulkner Chair, Kent County LEPC	Kent County Department of Public Safety 911 Public Safety Blvd.	Phone: (302) 735-3461 Fax: (302) 735-3473
<i>Co-Chair</i>	Brandon Olenik	Dover, DE 19901	

**DELAWARE STATE EMERGENCY RESPONSE COMMISSION**

<b>Sussex County</b>	Mr. Charles B. Stevenson, IV Chair, Sussex County LEPC	Sussex County EOC P.O. Box 589 (21911 Rudder Lane) Georgetown, DE 19947	Phone: (302) 855-7810 Fax: (302) 855-7805
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