



DELAWARE STATE EMERGENCY RESPONSE COMMISSION ANNUAL REPORT Fiscal Year 2019

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 (Michael O'Malley, SERC Executive Director, Phone 302-659-2239). SERC information is also available on the SERC website at www.dnrec.delaware.gov/SERC

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STATE EMERGENCY RESPONSE COMMISSION

Executive Summary

The following annual report details the SERC Fiscal Year 2019 (July 1, 2018 – June 30, 2019) 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 FY19.

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 2019, approximately 2278 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 a number of years, 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:

<http://www.dnrec.delaware.gov/SERC/Pages/Reports.aspx>

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.

This year the committee directed a functional exercise be planned for August 2019 to test the updated State of Delaware Oil and Hazardous Substance Incident Contingency (SERT) Plan. This exercise will look at the SERT Plan and its interactions with other relevant state plans and procedures for emergency response.

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 of 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 (NCCIHMR), 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 \$399,450 in reporting fees between January and the end of the 2019 fiscal year. Monies in the fund and the interest accrued are appropriated annually. The fiscal year 2019 financial status is reflected in Attachment 5.

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 www.dnrec.delaware.gov/SERC. The old address (www.SERC.delaware.gov) will still work; a pointer is in place that will automatically redirect users to the new page until all related documents are updated to reflect the new address.

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 2019 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 quarterly scheduled meeting dates in September, December, March, and June. 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 of Air Waste Management, which included detailed information on releases and responses.
- SERC Presentations on the following topics/agencies:
 - March 2019 – Steve Tull of Chesapeake Utilities presented their natural gas training trailer along with Sand Hoffman, Marvin Johnson, and Anthony Coker. This showed SERC members information about natural gas pipeline markings, systems, 811 dial before you dig, gas distribution in Delaware, pipeline inspections, and other topics.
 - June 2019 - The SERC was briefed on the 11th Annual Hazmat Training Workshop by David Irwin. The presentation discussed the training that was offered, the number of attendees, and the workshop sponsors.
- 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 on line at:
http://www.dnrec.state.de.us/air/aqm_page/foia.htm
- 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 the next 3-Year 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 for the fifth year.

- The Commission approved a motion to provide funds for the 13th 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	Mike O'Malley

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 2019

- 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 2020

- 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.
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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)	Mike O'Malley
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 **E**mergency **P**lanning and **C**ommunity **R**ight-to-know Act matters.
- Oversee development and maintenance of SERC/LEPC/EPCRA web pages.

Accomplishments for FY 2019 and Continuing Projects

- During the month of January 2019, staff from DNREC's EPCRA Reporting Program hosted a series of four workshops across the State in support of Annual Hazardous Chemical Inventory (Tier II) Reports due March 1st. Out of a total of 900 state-wide users (responsible for over 2300 facilities), 61 attended one of the workshops. Two of the workshops were conducted jointly with a LEPC meeting. Under EPCRA, LEPCs base their community emergency plans on the information collected from the regulated community via the Tier II Report. The sessions also featured a bonus presentation by Erin Patterson, OSHA Area Director to offer additional information to regulated facilities regarding Safety Data Sheets and hazard categories as described by the Globally Harmonized Standard (GHS) of classification & labeling. *Hazardous Chemicals* under EPCRA are the same as those defined by the OSHA Hazard Communication Standard.
- The SERC IT Committee Chair along with DNREC EPCRA staff met with officials from the New Jersey State Police, Emergency Management, Emergency Response Bureau and Department of Environmental Protection, Emergency Management discuss Delaware's EPCRA Program, TIER II Manager™, history of the SERC and LEPCs, process for funding SERC and LEPC initiatives, LEPC Emergency Response Plans and numerous other related topics
- LEPCs continued to roll-out *TierIIManager*™ system training for Fire Service personnel.
116 accounts have been assigned to fire services across the State
- In accordance with the EPCRA Statute published the annual informational ads in area newspaper statewide, providing information about the SERC, LEPCs and EPCRA in general, as well as information available to the public under the Act. The News Journal and the State News carried the ad on September 30th and October 3rd, 2018.
- Committee continued to make progress the on the creation of a document to describe and designate all tasks associated with *TierIIManager*™, as well as other EPCRA related information management issues (like 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.
- Continued implementation & upgrading of the Delaware *TierIIManager*™ 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.
- Continued distributing outreach materials, including general EPCRA factsheet for industry concerning chemical release reporting requirements.
- Maintained the central "866" toll free number and related voice mailboxes for emergency release notifications by facilities to the LEPC community emergency coordinators.
- Maintained the EPCRA/SERC/LEPC Web Pages.
- Managed and tracked the SERC approved IT Committee FY 2019 budget. Prepared and submitted FY 2020 budget request.

- Met on March 6, 2019. Committee discontinued the 3-inch by 8-inch informational card; delayed further printing of wallet-sized *Chemical Release Notification Cards* pending resolution of new website addresses; discussed SERC/LEPC web page realignment; and reviewed the status of on-going committee projects.

Goals and Objectives for FY 2020

- Review and revise overall approach to SERC/LEPC/EPCRA Web pages. Committee is working on a project to more effectively manage the web pages, by re-distributing the SERC and LEPC pages to those which are responsible for the related information.
 - Will update the education/outreach pages
 - Will continue posting meeting dates/minutes on the State meetings calendar, with links from the EPCRA pages.
- Continue working to deliver FY 2019 open projects for full implementation by end of FY 2019.
- Continue working with the contractor to implement updates/upgrades to the system as needed.
- EPCRA Program staff will organize and present another series of training workshops Tier II Manager users in January 2020.
- Update Tier II HazMat sites layer and other GIS layers previously loaded in Tier II Manager System. Continue efforts working with 911 Fire Dispatch Centers to ensure all Fire Districts, Cross Streets and 911 Address Fields are completed for reporting facilities in Tier II Manager System.
- Continue to publish and update as necessary the required EPCRA annual informational ads in area newspapers statewide.
- 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
DNREC/Accidental Release Prevention	Mark Dolan
DeIDOT	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 2019

- The Committee provided support for the 12th Annual Hazardous Materials Training Workshop conducted on Friday May 10 and Saturday May 11. This free training event was attended by 250 First Responders and was sponsored by Delaware's State Emergency Response Commission (SERC), along with partners from the Kent, Sussex, New Castle and City of Wilmington Local Emergency Planning Committees (LEPC's), DSFS, DNREC, DEMA, NCC OEM, Delaware National Guard 31st Civil Support Team, NCCIHMR, and thirty-five corporate sponsors.
 - Friday morning's Sponsor Plaque presentation was conducted from 8:30 to 9:30 am and was followed by the keynote speaker. This year's speaker was Kevin Eichinger from the United States Environmental Protection Agency. His presentation focused on the sharing of hazardous materials data during natural disasters.

- 2019 Hazmat Training Workshop courses from local and national instructors included: Hospital Infectious Disease & Chemical DECON, Responding to Railroad Incidents, Plug and Play Training for HazMat Technicians, CBRNE (Chemical-Biological-Radiological-Nuclear and Explosive) Response, HazMat on the Water, Hazardous Materials Safety Officer, Advanced Meters, Amtrak Passenger Train Emergency Response, Bio Threat Brief, Recent IED Trends and Emerging Threats, EMS Challenges of a HazMat Team, Civil Support Teams Capabilities, Utilization, and Employment Trends, Fire Fighting Foam, Meth Labs and Marijuana Grow Labs, and Fentanyl for First Responders.
- The Committee provided oversight and guidance for the expenditure of the HMEP Grant.
- The Committee approved and submitted the FY20-FY22 HMEP Grant application.
- The Committee conducted a functional exercise in August 2019 to test the SERT Plan.
- The Committee completed the biennial review of LEPC Emergency Plans.

Goals and Objectives for FY 2020

- Continuing review and as necessary update all LEPC plans for compliance with state and Federal EPCRA requirements.
- Develop a comprehensive strategy for completing the functions of the Committee and ensuring that the State of Delaware meets or exceeds established requirements.
- Continue to assist the LEPCs with planning and training efforts.
- Provide ongoing oversight of the Hazardous Material Emergency Preparedness Grant Program.
- Continue providing oversight and support for planning and coordination of the State of Delaware Annual Hazardous Material Training Workshop scheduled for May 2020.
- Study and analyze real-world incidents and events related to hazmat incident response, and share lessons learned with the SERC community.

DECON Trailer User's Group Committee

Voting Members

DSFS	Robert P. Newnam
Kent County, LEPC, Decon:	David Mick
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	Mollee Dworkin
DEMA	Mike 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 2019

- 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.
- Participated in the planning of the 12th Annual Statewide HazMat Training Workshop.

Goals and Objectives for FY 2020

- 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 in

order to better protect the DECON team members.

- Continuing to budget with available funding for the replacement of Kent 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 2019 Performance Report (July 1, 2018 - June 30, 2019)

Accomplishments:

- Seven LEPC meetings were conducted:
 - July 9, 2018 –hosted by HelenHardy, 28 individuals attended.
 - September 10, 2018 –hosted by Delaware City Refining, 27 individuals attended.
 - November 19, 2018 – hosted by Energy Transfer, 32 individuals attended.
 - January 14, 2019 - hosted by Rogers Corporation, 43 individuals attended.
 - January 14 2019 –LEPC Steering Committee met at the DSFS New Castle Location.
 - March 13, 2019 – hosted by Miller Environmental, 24 individuals attended.
 - May 13, 2019 – hosted by Lewis Environmental, 23 individuals attended.

- The LEPC for NCC, Delaware State Fire School, DEMA, DNREC and the Mill Creek Fire Company sponsored the 12th Annual Hazardous Materials Training Workshop on May 10th & 11th, 2019 at the DSFS Dover location. Once again, the theme for the workshop was “Educating Responders for Today and Tomorrow”. A total of 250 individuals participated in the free two-day training workshop. The event had thirty-one corporate sponsors and exhibitors. Efforts to plan the 13th 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:

- As Chair of the 12th Annual HazMat Workshop Planning Committee delivered an extremely successful Workshop.
- 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.
- Prepared, managed and tracked the SERC approved FY 2019 LEPC for NCC budget.
- Prepared, managed and tracked the FY 2019 LEPC for NCC Work Plan
- Prepared the FY 2020 Work Plan and Budget
- Submitted three (3) year HMEP Grant Application form in a timely manner

- Continue to serve as the TRANSCAER Coordinator for State of Delaware.
- Represented the LEPC for NCC at the one-day 2019 Anti-Terrorism Advisory Council Conference hosted by the Pennsylvania Governor's Office of Homeland Security
- Represented the LEPC at the three-day DIAC sponsored 2018 Hometown Security Conference
- Represented the LEPC at the three-day DIAC sponsored 2019 Hometown Security Conference
- Worked with Croda personnel to plan, develop and execute the TTX involving an Ethylene Oxide release scheduled for August 29, 2018 (scenario mirrored the actual November 25th release)
- Represented LEPC at DEMA sponsored Croda Response After Action Review meeting (12/4)
- Represented LEPC at DNREC sponsored public meeting to discuss Croda accidental Ethylene Oxide release (12/20)
- Served four times (12/5,6,11&19) as a subject matter expert for News Journal Environmental Reporter
- Participate in the on-going Croda/DNREC-ARP PSSR ECO plant review
- Participated in EPA Croda EPCRA inspection and provided certified documentation regarding Croda's EPCRA compliance
- Participated in DNREC ARP-RMP Veolia inspection
- In accordance with SARA Title III Section 303 [42 U.S.C. 11003 (a)] completed the annual review and update of the LEPC for NCC Hazardous Material Response Plan. Copies of the Plan have been forwarded to New Castle County Office of Emergency Management, appropriate state agencies and the SERC.
- Participated as an evaluator at the DuPont Experimental Station - 2018 Site Drill - October 24, 2018
 - Participated as an evaluator at the BASF Newport Site - 2018 Mutual Aid Drill – October 30, 2018
- Participated as an evaluator for the Energy Transfer Marcus Hook Industrial Complex annual spill response table top exercise (12/6)
- Participated as an evaluator for the May 7-9, 2019 Marcus Hook Industrial Complex Worse Case Discharge Exercise
- Participated as an evaluator in the SERT Radiological Incident Tabletop Exercise (9/26) and a member of the After-Action Report/Improvement Plan review team (11/1)
- Participated as an observer for the Wilmington LEPC Functional Exercise
- Participated in the Magellan Boom Access plan review with OSRO partners
- Represented LEPC at PBF Energy Hydrogen Plant Groundbreaking Ceremony (11/26)
- Participated in Burris Refrigerated Logistics Annual Emergency Response Review capability meeting with local fire company and other external partners.
- As the SERC IT Committee Chair met with DNREC EPCRA staff and New Jersey officials from the New Jersey State Police, Emergency Management, Emergency Response Bureau and Department of Environmental Protection, Emergency Management discuss Delaware's EPCRA Program, TIER II Manager™, history of

the SERC and LEPCs, process for funding SERC and LEPC initiatives, LEPC Emergency Response Plans and numerous other related topics

- Prepared and submitted in a timely manner the LEPC for NCC FY 2018 Performance Report, FY 2019 Goals and Objectives and Membership List
- At DEMA's request reviewed and commented on the SERC 2018 Annual Report
- Participated in the July 9th and September 6th SERC TTX Planning meetings
- Participated in the SERC P & T Committee meeting August 16th
- Facilitated eight (8) 12th Annual HazMat Training Workshop Planning Committee meetings
- As the SERC IT Committee Chair approved the payment of the FY 2019 IDIS (TIER

II) License invoice

- Met with DNREC personnel to discuss new SERC website
- Provided assistance to a local resident who discovered radioactive material in a container in his garage
- Served as a subject matter expert regarding the hazards associated hydrogen peroxide (H₂O₂) found in a refrigerator in a recently vacated laboratory space
- Participated as a member of the Dupont Newark mini-grant selection committee
- Facilitated the 17th Annual NCCIHMR P & T meeting hosted by the Elsmere Fire Company
- Reviewed the PHMSA, FEMA and the IAFC sponsored "Hazardous Materials Roundtable Meeting" report
- Arranged for the Mill Creek Fire Company to partner with the SERC in sponsoring the 12th Annual HazMat Training Workshop by providing financial management and sponsor coordinator.
- Attended the following LEPC bi-monthly meetings:
 - Kent County - 6
 - Sussex County - 5
 - City of Wilmington - 5
- Continue to participate in five industry sponsored CAP's (Community Advisory Panel):
 - Croda (quarterly) - 3
 - Delaware City Refining (monthly) - 6
 - DuPont Experimental Station (semi-annual) - 2
 - FMC/DuPont Nutrition (quarterly) - 4
 - Solvay (quarterly) - 3
 - FMC Stine 1
- Served as a Subject Matter Expert for the following:
 - General Public 3
 - Local companies 10
 - LEPC members 3
 - Consultants - 2
- Continue to participate in the Delaware City CAER group, attended four meetings.
- Served as a member of the FMC Mini-grant selection committee.
- Worked with NCCIHMR Training Committee to develop 2019 Training Program

- Served as a subject matter expert to member organizations, state agencies, private schools, academia, industry, community representatives, private citizens, consultants and other states.
- Managed FY 2019 HMEP Grant program
- Participated in the NCCIHMRRA Fire-Rescue-Hazmat Training Exercise conducted September 5th
- Participated in the DNREC sponsored Technician level “Live-Burn Propane Flaring Evolutions
- Participated in the NCCIHMRRA sponsored “Decon 101 Evolutions” plus annual Draeger SCBA Facepiece Fit Testing with the NCC Hazmat Decon Team, NCCIHMRRA, DNREC ERT and Belvedere Hazmat 30
- Organized, administered and participated in HMEP Grant funded LEPC sponsored NCCIHMRRA technician level training for two eight (8) hour classroom and hands-on sessions titled “Low Pressure Bulk Tank Trailer Emergency Response Workshop” conducted by Safe Transportation Training Specialists (STTS)
- Organized, administered and participated in HMEP Grant funded LEPC sponsored NCCIHMRRA technician level training titled “Radiation Assessment & Mitigation – Concepts of Radiological Response for Hazardous Materials Technicians and Operations Workshop”, the two eight-hour sessions were conducted by nationally-recognized Instructor Cheryl Weaver-Docimo, CEO of RadResponse, LLC.
- Presented LEPC and 12th Annual HazMat Training Workshop presentations to Solvay CAP (6/19)
- Accompanied Kent County Director of Public Safety Colin Faulkner on a Fire Fly public safety readiness tour (6/21)
- Developed HazMat Workshop PowerPoint presentation for SERC and LEPC meetings
- Documented 12 CERCLA/EPCRA required chemical release reports
- Updated LEPC distribution list and developed new LEPC sign-in sheet

The LEPC for NCC Vice-Chairman (Jake Morente) Accomplishments:

- Site Assessments & Plan Reviews:
 - DuPont Nutrition USA (Newark)
 - Hologic, Inc. (Newark)
 - Affinity Research Chemicals (Wilm)
 - Bloom Energy (Newark)
 - Datwyler Pharma Packaging (Middletown)
 - Kuehne Chemical (Delaware City)
 - Astra Zeneca (Wilmington)
 - Affinity Research Chemicals
 - Ecolab

- Outreach:
 - Participated in SERC Tabletop Training Exercise event held at Delaware State Fire School (Dover)
 - Participated as evaluator training exercise at DuPont Experimental Station (Wilmington)
 - Participated as evaluator training exercise at BASF's Newport facility (Newport)
 - Provided 150 LEPC Resident Awareness and Emergency Preparedness brochures to one neighborhood group. Hockessin PAL
 - Provided 325 LEPC Resident Awareness and Emergency Preparedness brochures to two neighborhood groups. Village of Arden, Graylyn Crest Civic Association
 - Participated in training exercise event held at Croda – Cherry Lane facility in New Castle.
- Fire Service Liaison:
 - Attended seven (7) NCC Fire Chief's Association meetings
 - Consulted with NCC Fire Chief (17-8) determining chemicals used, stored or produced on Mecco Drive (Wilmington). Email inquiries to DNREC & FMO
 - Visited 406 Mecco Drive (Wilmington), met with chemical facility introduced the LEPC and EPCRA reporting program. Email follow-up
- NCCIHMRRA & Training:
 - Participated and recorded meeting minutes for seven (7) Delaware Hazardous Materials Training Workshop
 - Attended NCCIHMRRA's Annual Planning and Training session held at the Elsmere Fire Company, Station 16.
- SERC & Tier II:
 - Attended four SERC quarterly meeting at D.S.F.S. in Dover
 - Recorded, transcribed & distributed six LEPC for NCC Meeting Minutes to email list
 - Participated in two (2) DNREC's EPCRA Office Tier II Workshop at D.S.F.S. New Castle
 - Met with Bill Davis, Chip Stevens and Brandon Olenik at DNREC's EPCRA Office – Tier II Manager navigation and enhancements
 - Met with NCC Emergency Operations Center to discuss Tier II Manager training

Goals and Objectives FY 2020:

- Prepare, manage and track the SERC approved FY 2020 LEPC for NCC budget.
- Prepare, manage and implement the DEMA/PHMSA approved FY 2020 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 train 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.
- Continue to partner with NCC Volunteer Fire Chiefs to identify and enroll key stakeholders for the TIER II Manager Fire Service training program.
- Encourage the appropriate Fire Chief/Representatives to participate in the site visit to each EHS Facility scheduled for a Plan Review in their respective district for FY 2019 and document discussion
- Attend each monthly NCC Fire Chiefs Association meeting and report on LEPC activities and provide report at LEPC meetings.
- Continue to serve as the sponsor of NCCIHMRA
- Work with the NCCIHMRA Training and Steering Committee to develop, sponsor, facilitate and coordinate NCCIHMRA training initiatives.
- Work with NCC Volunteer Fire Chiefs and DNREC EPCRA personnel to identify facilities that based on historical information pose a potential threat to the community but are not captured by regulations and work the fire chiefs to educate and inform those facility operators and provide progress reports at LEPC meetings.

- 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.
- Serve as the TRANSCAER® State Coordinator.
- 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.
- Perform other duties as requested by the SERC.

VOTING MEMBERS: 40		
Name	Organization	Representation
Anderson, David	Community At-Large	Community Rep.
Armstrong, Rob	Miller Environmental Group	Industry
Backus, Jeff	FMC Stine Research Center	Industry
Barrish, Bob	Community At-Large	Community Rep.
Belmont, Ken	State Official (Public Health)	Required by Statute
Bethard, Jamie(proxy Tara Chambers)	State Official (DNREC)	Required by Statute
Bennett, Kim	Formosa	Industry
Brennan, Jerry (proxy Chad Ingram)	DSFS	State Government
Cartier, John, Councilman	NCC Council, District 8	Elected County Official
Cenci, Ken	DNREC -ARP	State Official
Cochran, Joseph	NCC Emergency Management	Local Government
Davis, Bill	DNREC - EPCRA	State Official
Davis, Russ	Honeywell	Industry
Ron Dietrick (proxy John Deemer)	Delaware City Refining Company	Industry
Mark Dolan	DNREC -ARP	State Official
Ennis, David	LEPC	Past Chairman
Fox, Robert	State Fire Marshall	State
Gladle, Mike (proxy John Verdi)	University of Delaware	Academia
Golgolab, Babak	Claymont Community Coalition	Community Rep.
Hoffman, Jeffery	DRBA	Industry
Hopkins, Wayne	DuPont Chestnut Run	Industry
Hupp, Renee	State Official (DEMA)	State Official
Irwin, David	NCC LEPC	Chairman
Jack, William	DuPont ESL	Industry
Jefferson-Hawkins, Sharon	American Red Cross	Required by Statute
Kelly, William	Energy Transfer	Industry
Kovach, Tom	NCC LEPC	Vice-chairman
Krueger, Lynn	Duffield Associates	Industry
Leonetti Sr., Joseph	St. Francis Hospital	Hospital
Logemann, Mark, Asst. Chief	NCC EMS	Required by Statute
McCracken, William	Public Member	Public

McDonough, Brian	Amtrak	Transportation
McDowell III, Harris, Senator	Senator, 1 st District	Elected State Official
Name	Organization	Representation
Neumane, Beth	Rogers Corporation	Industry
Philips, Mike	Radio - WDEL	Required by Statute
Pierce, Terry	American Red Cross	Required by Statute
Rubin, Joseph	WSFS Bank	Banking Industry
Shively, Edwin	Hologic	Industry
Stein, Al	EMRES Ltd.	Public
Stevenson, Charles	Sussex County LEPC	Local Government

Non-voting Members: 13		
Name	Organization	Representation
Cirilli, Maura	Industry	Industry
Chambers, Tara	DNREC	State
Connors, Patty	Eastern Shore Natural Gas	Industry
Doss, Michael	Print Pack	Industry
Eller, Daryl	Industry	Industry
Hodgdan, Chris	NCCOEM	Local Government
Jefferson, Brenda	American Red Cross	First Aid
Palmer, Kate	HalenHardy	Industry
Reynolds, Philip	Miller Environmental Group	Industry
Roman, Jennie	Lewis Environmental	Industry
Ross, Rich	Eastern Shore Natural Gas	Industry
Whitemarsh, Dan	Magellan	Industry
Williams, Margie	Wilmington LEPC	Local Government

LEPC for the City of Wilmington FY 2019 Performance Report (July 1, 2018 - June 30, 2019)

Accomplishments for FY 2019

- Held LEPC meetings every sixty (60) days.
- Maintained City of Wilmington LEPC membership at a high level with a large attendance per meeting.
- Coordinated and participated in the Public Safety Awareness Week activities in conjunction with National Night Out, and Seniors Health Day Fair.
- Participated with several banks for their Health Fair Days City of Wilmington & Christiana Care.
- Participated in the Blue Coats game and the Blue Rocks preparedness night handing out all-hazards information and information on the LEPC.
- Completed the annual LEPC Work Plan and Budget.
- The Hazardous Substance Response Plan for Wilmington was reviewed and updated.
- Completed Shelter-in-place and Evacuation presentations to several neighborhood groups and senior citizens. Also presented approximately 500 school children with all hazard preparedness presentations. Gave presentations to several community centers.
- Continued to tour all Wilmington fixed facilities with EHS and train emergency responders on facilities response.
- Attended various HazMat conferences and training sessions.
- Trained Wilmington Fire Department for new hazmat meters.
- Conducted HazMat training for Wilmington Emergency response personnel.
- Participated with the Magellan Corporation at the Port of Wilmington in classroom and hands on training at their facility.
- Participated with the Port of Wilmington on a Hazardous Material Drill.
- Conducted SERT response training for Wilmington Fire Department.
- Met with all Emergency Responder Staff on a quarterly basis.
- Met with the Wilmington Fire Department Monthly.
- Participated in a drill at the Noramco Plant in Wilmington.

- Sent several members to the state All Hazards Conference
- One staff member attended the Hurricane conference.
- Conducted EHS site assessments at facilities.
- Participated in an EOC communications exercise.

Goals and Objectives for FY 2020

- Continue to meet with Wilmington LEPC every sixty days.
- Work with all agencies to improve the response capabilities to hazardous material incidents.
- Conduct a full-scale and tabletop exercise needed to achieve proficiency of all emergency personnel.
- Meet with all emergency responder staff on a quarterly basis.
- Provide HazMat response with continued and updated training programs for all 1st responders.
- Distribute LEPC information throughout Wilmington, through community, business and city organizations.
- Increase the number of LEPC presentations to schools, neighborhood planning councils and businesses.
- Attend various conferences and seminars for improvement of the 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 along with our drills and on a quarterly basis. Training to begin on new system from the state
- Work with local companies on requirements of reporting non-emergencies to the local emergency coordinator.
- Continue to test the Delaware Emergency Notification System (DENS) along with our drills in conjunction with the citywide Emergency Notification Alerting System.
- Provide to all extremely hazardous material sites, large employers and public buildings notifications.
- Monitor radios of city emergency notification.
- Continue to update the Hazardous Substance Plan for Wilmington.

- Provide Incident Command Training for all emergency responders.
- Provide National Incident Management System Update Training for all emergency responders.
- Continue to use our TV station and Public Safety radio station 1640 AM for public safety announcements.
- Instruct all emergency responders in proper fitting of all level HazMat personal protective equipment. Assist in providing proper equipment.
- Will conduct any refresher courses and updates that are required by the HazMat Team as needed.
- Drill/Table Top at Port of Wilmington.
- Staying part of the TRANSCAER Program and attending meetings as required. Work with other LEPC's in planning annual Delaware HazMat Conference.

City of Wilmington LEPC Membership (as of January 2019)

Name	Organization	Representation
Joseph DiPinto	City of Wilmington	LEPC Chairman
Mike Purzyck	Mayor	Elected State/Local Officials
Tammy Washington	Mayor's Office	Local Official
Luke Matte	City Solicitor	Executive Committee
	Wilmington City Council	Elected Official Government
Loretta Walsh	Wilmington City Council	Elected Official Government
	Wilmington City Council	Elected Official Government
Mike Tracy	Police Chief, Wilmington	Law Enforcement
George B. Giles	Citizen	Citizen
Margie Williams	LEPC Clerical Staff	Executive Committee
Mike O'Malley	DEMA	State of Delaware
Jerome McCaffrey	Deputy Chief, Wilmington Fire Department	Fire Department
John Looney	Safety & Training, Wilmington Fire Department	Fire Department
Jeff Kreb	Christiana Hospital	Hospital Representative
Sharon Jefferson	American Red Cross	Emergency Services
Allen Ecker	Dana Transportation	Transportation
Hern Inden	Director, Dep. of Planning	
William Davis	DNREC	Environmental
Mike Donohue	Chief, Wilmington Fire Department	Fire Department
Scott Turner	Transport Technology Co. Inc	
Willie Patrick	Director, Office of Emergency Management	Emergency Management
Ed Gerhart	EPA Region III	Environmental
Carole Dougherty	EPA	Environmental
Mikal Shabazz	EPA	Environmental
Kelly Williams	Commissioner, Public Works	Public Works
	Dep. Chief, Wilmington Fire Department Fire Marshall	Fire Department
Jeff Starkey	Licenses & Inspections Dep.	
Enid Wallace-Simms	Delmarva Power	Industry
	Noramco	Industry Facilities
	International Petroleum Corp.	Industry/Chemical Industry
John Gillespie	Pennoni Associates, Inc	Industry/ Chemical
Mike McLean	Amtrak, Safety Department	Transportation
Danny F. Miller	Allied Signal Inc.	Industry/Chemical
Sean Finnerty	DART	Transportation
Joe Leonetti	St. Francis Hospital	Hospital Representative
Doug Dillon	Tri-State Maritime Safety	

Wayne Hopkins	DuPont	Industrial/Chemical
Sally Hawkins	President Delaware Broadcasting Co.	Publicity/Public Information
Vince Jacono	Delmarva Power, Public Affairs	Utilities Representative
David McFadden	Quip Laboratories, Inc.	Industry/Chemical
Dennis Lehey	Wilmington Police Dept	Law Enforcement
	Courts	State of Delaware
Ed Durst	Christiana Care	Hospital Representative
Andrew	Magellan	Industry/Chemical
	Zaun Corporation	
Wayne Hopkins	DuPont Company	Industry/Chemical
Kevin Senseny	Citrosuco Corporation	Industry/Chemical
Jerry Custis	Port of Wilmington	Industry/Chemical/Security
Joe Rubin	Amtrak	Industrial/Chemical

LEPC for Kent County FY 2019 Performance Report (July 1, 2018 - June 30, 2019)

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 2019

- Developed an Annual Work Plan and Budget for FY 2020.
- Supported the long-term LEPC Planning Committee.
- The Kent County LEPC addressed all nine of the “Uniform LEPC Performance Measures” during Fiscal year 2019.
- Reviewed the Kent County HAZMAT plan in June 2019.
- Developed new 3 year HMEP Grant.
- Supported and assisted with the training on the DECON trailer, including the local fire companies.
- Held bi-monthly LEPC meetings.
- Traveled to the NASTTPO Conference in Reno, NV.
- Continued support of the Tier II Manager reporting system.
- Members of the LEPC participated in several exercises during the year, including a radiological table top drill with DEMA.
- Provided programs at 4 of the LEPC meetings.
 - Mr. Dave Irwin discussed the State of Delaware HAZMAT Workshop.
 - Mr. Bob Barrish presented on facility inspections in Kent County
 - Mr. Mark Dolan and Mr. Ken Cenci presented on the DNREC ARP program.
 - A joint meeting was held between DNREC EPCRA and KC LEPC at the DSFS.
- Promoted the LEPC at public events/open houses, including Safe Summer Day and Family Emergency Preparedness Day.

- 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.
- Supported and attended the Annual Hazmat Workshop in May.
- Continued site visits for facilities that have EHS materials.

Goals and Objectives for FY 2020

- 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 2019)

Member	Organization	Representation
Antonio Haigler	Dentsply Caulk	Facility Operator
Michael O'Malley	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 Griscoverey	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 2019 Performance Report (July 1, 2018 - June 30, 2019)

Accomplishments FY 2019

- Six LEPC meetings were held with presentations on the following topics:
 - There was a joint presentation between Chip Stevenson, Chairman of the Sussex County LEPC and Bill Davis, DNREC-EPCRA branch discussing the utilization of Tier II data.
 - Mark Dolan and Ken Cenci from the DNREC-Accidental Release Prevention Program gave an overview on the program's roles and responsibilities.
 - David Irwin provided the group with an overview of the 12th Annual HazMat Workshop held at DSFS in Dover in May.

- Provided access to Tier II facility database for each Sussex County fire company Chief about the use and storage of chemicals in their district

- Members of the Sussex LEPC and SCEMS attended the 12th Annual Statewide Hazardous Materials Training Workshop in May 2019.

- 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

Goals and Objectives for FY 2020

- 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

- 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
- Conduct and participate in planned exercises
- Continue to participate as a member of the DECON User's Group

Sussex County LEPC Membership (as of August 2019)

Name	Organization	Representation
Charles Stevenson	Sussex County EOC	LEPC Chairperson
Joseph Thomas	Sussex County	Emergency Management
David Mick	Kent County LEPC	Emergency Management
Brandon Olenick	Kent County LEPC	Emergency Management
David Irwin	Chairman, NCC LEPC	Emergency Management
Jacob Morente	NCC LEPC	Emergency Management
Mike O'Malley	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 Stuart	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 Kendell	Mountaire	Industry
John Ward	Mountaire	Industry
Sonia Williamson	Mountaire	Industry
Michael Calloway	Mountaire	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
Marty McIsaac	SUN Delaware	Industry
Skip Gillespie	Cannon Cold Storage	Industry
Mark Lucy	Miller Env. Group	Local Environ. Response
Jamie Bethard	DNREC/ERB	Environmental
Matthew Higgins	DNREC/ERB	Environmental
Tanya Rogers-Vickers	Perdue Farms	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
John Evans	Peninsula Oil	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
David H. Ennis	DelTech	Community Group
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
Terry Hastings	Amateur Radio	Emergency Services
Brian Schilling	Southern States	Industry
Brian Pepper	Pep Up Incorporated	Industry
Colleen Casey	Verizon Wireless	Industry
Dan King	Clean Venture	Environ. Response
Doug Scott	Town of Millville	Fire Service
Chip Guy	Sussex County	Government/Media
Tom Bastian	Dogfish Head Brewery	Industry
Ed Short	Justin Tanks	Industry
Bob Shinholt	ALOFT AeroArchitects	Industry
Gene Dvornick	Town of Georgetown	Government

Attachment 3

DNREC Emergency Response

State Fiscal Year 2019 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) 2019 show DNREC's Emergency Response Team (ERT) responded to 406 incidents. This is compared to 402 responses in SFY 2018. As with previous years, DNREC's highest percentage of responses continue to be transportation related spills and releases primarily from motor vehicle accidents. The second highest responses in SFY 2019 were to residential heating fuel spills. These two types of responses made up 41% of DNREC total responses in SFY 2019. In SFY 2019, there were 8 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 68% petroleum and 53% New Castle incidents. Kent County had 22% of the incidents while Sussex had 24% respectively. In the past year, we also responded to several out of state incidents at the request of the local Law Enforcement Agency or Fire Dept.

The DNREC Emergency Response Team provided the Hazardous Materials support function as part of a "joint hazard assessment team" with other emergency response partners, law enforcement agencies and the 31st CST during the October 2018 and May 2019 multi-day NASCAR race events at Dover International Speedway, the June 2019 Firefly Music Festival held at Dover Downs and the 2019 July 4th Fireworks in Rehoboth Beach. DNREC ERT participated in drills and exercises with response partners including:

- NCCIHMRA/DNREC conducted a "Scintillating Screwy-Louie Hazmat Field Drill" with New Castle County hazmat units and the local fire co.
- NCCIHMRA 17th Annual Planning and Training dinner and training session
- NCCIHMRA Annual fit testing held in conjunction with the DECON 101 course provided by Elsmere Fire Co.
- 12th Annual State of Delaware Hazardous Materials Workshop held at the Delaware State Fire School.
- NCCIHMRA Low Pressure tank truck training conducted STTS training.
- NCCIHMRA Radiological Assessment and Mitigation materials training conducted at DNREC Lukens Drive.
- University of Delaware Hazardous Materials Branch Officer Training conducted by Maryland Fire Rescue Institute.

DNREC ERT HazMat Response Summary

FY 2019

July 1, 2018 to June 30, 2019

TYPE OF RESPONSE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL	PERCENT
Abandoned drums & containers	6	13	5	13	37	9%
Cooking oil	0	1	0	1	2	0%
Dumping	1	2	2	0	5	1%
EOD Assists/Special Duty/Exercises	1	8	5	8	22	5%
Exercises	0	0	2	0	2	0%
Fires	1	6	10	2	19	5%
Fish kills	1	1	0	2	4	1%
Grease	0	0	2	0	2	0%
Indoor air quality	2	0	6	3	11	3%
Marina/waterway sheen/spills	4	2	7	7	20	5%
Medical waste	1	0	1	0	2	0%
Mercury spill	1	0	1	0	2	0%
Meth lab	5	5	3	2	15	4%
Mineral oil	2	1	1	0	4	1%
Non-petroleum	2	1	1	4	8	2%
Odor	2	0	0	1	3	1%
Other	1	4	1	4	10	2%
Other petroleum	1	0	2	0	3	1%
Petroleum	9	8	7	3	27	7%
Residential oil spills	12	8	13	11	44	11%
Sheen	0	1	0	2	3	1%
Sink hole	0	0	2	0	2	0%
Storage tank releases	1	3	3	4	11	3%
Transportation	27	40	35	21	123	30%
UST	0	3	0	1	4	1%
Vessel releases	0	1	1	0	2	0%
Waste oil	1	4	0	2	7	2%
Water quality complaint	3	3	3	2	11	3%
WMD	0	0	0	1	1	0%
Total Number of Responses	84	115	113	94	406	100%

RESPONSES BY COUNTY

TYPE OF RESPONSE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL	PERCENT
New Castle County	42	66	68	41	217	53%
Kent County	17	20	26	28	91	22%
Sussex County	25	29	18	24	96	24%
Maryland	0	0	1	0	1	0%
Pennsylvania	0	0	0	1	1	0%
TOTAL	84	115	113	94	406	100%

PETROLEUM AND NON PETROLEUM RESPONSES

TYPE OF RESPONSE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL	PERCENT
Petroleum	60	78	82	57	277	68%
Non-Petroleum	24	37	31	37	129	32%
TOTAL	84	115	113	94	406	100%

SFY 2018-19 SERT INCIDENTS	INCID. #	SERT Level	SERT Date
Mountaire Selbyville Peracetic Acid Spill Level 1 Sert	180712-01-1NS	1	7/12/2018
Schiber Molten Sulfer Trailer Accident	180811-01-1NN	1	8/11/2018
University of Delaware Brown laboratory Chemical Reaction	180926-02-1NN	1	9/26/2018
Croda Ethylene Oxide Release Level 1 SERT	181125-01-1NN	1	11/25/2018
Dogfish Head Nitric Acid	181217-01-1NS	1	12/17/2018
Delaware Technology Park Labaoratory Fire	190102-02-1NN	1	1/2/2019
DCRC Crude Unit Fire	190203-01-1PN	1	2/3/2019
Continental Drive Meth Lab	190204-01-1NN	1	2/4/2019

DNREC Published 2016 Toxics Release Inventory (TRI) data and analysis in January 2018. TRI data is compiled by the Emergency Planning and Community Right to Know (EPCRA) program. Delaware's TRI reports are on DNREC's website at: <http://www.dnrec.delaware.gov/SERC/Pages/Reports.aspx>

Attachment 4

SERC Funds – 2019 Fiscal Year Summary

(Based on figures from January 1, 2019 through end of fiscal year)

SERC Fee Holding Account:

Carryover from 2018 calendar year	+ \$ 154,972
Fees received in 2019 (as of June 30)	+ \$ 399,540 (a)
Annual disbursements for FY 2020	<u>- \$ 336,125 (b)</u>
Account balance (as of June 30)	+ \$ 218,387

Decon Trailer Replacement Account:

Carryover from 2018 calendar year	+ \$ 224,042
Deposit as part of SERC FY 2020 disbursements	+ \$ 50,000 (b)
Interest received thus far in 2019 calendar year (1 st 6 months)	<u>+ \$ 7,220 (c)</u>
Account balance (as of June 30)	+ \$ 281,262

Notes:

- a) Reports and fees from facilities covering calendar year 2018 were due 3/1/2019. Efforts to review submitted reports and fees, and follow-up on delinquent reporters, are ongoing. Fees collected in 2018 totaled \$422,360.
- b) FY 2020 Allocations Approved for Distribution:

Agency/Organization	FY 2020 Approved Allocation
City of Wilmington LEPC	\$ 61,858.99
New Castle County LEPC (account maintained at DSFS)	\$ 36,291.00
Kent County LEPC	\$ 67,207.00
Sussex County LEPC	\$ 70,868.11
SERC IT Committee (account maintained at DSFS)	\$ 21,794.00
Transfer to decon. trailer equipment and maintenance account	\$ 6,500.00
Transfer to decon. trailer replacement account	\$ 50,000.00
DNREC Emergency Prevention & Response Section	\$ 15,606.00
Mill Creek Fire Company for utility expenses at Old Fire Station 21, for housing SERC Decon/hazmat apparatus	\$ 6,000
Total	\$ 336,125.10

- 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

DELAWARE STATE EMERGENCY RESPONSE COMMISSION			
Member List as of June 30, 2019			
Chairperson	Mr. Robert Coupe Secretary Department of Safety & Homeland Security	Public Safety Building P.O. Box 818 Dover, DE 19903	Phone: (302) 744-2665 Fax: (302) 739-7003
DelDOT	Mrs. Jennifer Cohan Secretary Department of Transportation	Highway Administration Bld 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
DSP	Col. Nathaniel McQueen 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. Monroe B. Hudson Jr.		
DEMA	Mr. A.J. Schall Jr. Director DE Emergency Mgmt 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		
DNREC Vice-Chair	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
Fire Marshal (FMO)	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
Public Health	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
Fire School (DSFS)	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		
Fire Prevention Commission	Mr. Dave Roberts Fire Prevention Commission	35 Yeates Drive New Castle, DE 19720	Phone: (302) 528-9039 Fax: (302) 739-4436

DELAWARE STATE EMERGENCY RESPONSE COMMISSION

Rail Transportation	Mr. Robert Byrd Industry Representing Rail	Wilmington Trust Center 2 Penns Way, Suite 305 New Castle, DE 19703	Phone: (302) 757-6300
Air Transportation	Mr. Ben Clendaniel Industry Representing Air	129 Mary Ella Court Smyrna, DE 19977	Phone: (302) 535-1989 Fax: (302) 335-3922
Highway Transportation	Michael Layton Industry Representing Highway	308 NE Front St. Milford, DE 19963	Phone: (302) 424-2841
Water Transportation	Lynn Krueger Industry Representing Water	296 Llewellyn Road. Chester Heights, PA 19017	Phone: (302)547-3405
Shippers	Capt Brian Wong Industry Representing Shippers	1308 Riverview Avenue Wilmington, DE 19806	Phone: (302) 463-6370
Chemical Users	Mr. John Verdi Industry Representing Users BASF Corporation	205 S. James Street Newport, DE 19804	Office: (302) 992-5660 Fax: (302) 992-9371
Consignees	Mr. James Lee Industry Representing Consignees DE City Refinery Co.	4550 Wrangle Hill Road Delaware City , DE 19706	Phone: (302) 834-6404
DE Volunteer Firefighters Association	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
City of Wilmington	Mr. Willie Patrick Director City of Wilmington Office of Emergency Management	Public Safety Bld 22 South Heald Street Wilmington, DE 19801	Phone: (302) 576-3915
New Castle County	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 LeaRoad, Bear, DE 19701	Phone: (302) 595-1218 Phone: (302) 834-2100
Kent County	Chief Colin Faulkner Chair, Kent County LEPC	Kent County Department of Public Safety 911 Public Safety Blvd. Dover, DE 19901	Phone: (302) 735-3461 Fax: (302) 735-3473
<i>Co-Chair</i>	Brandon Olenik		

DELAWARE STATE EMERGENCY RESPONSE COMMISSION

Sussex County	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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