

**SUSSEX COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
MEETING MINUTES
January 11, 2024**

There were 31 members/guests in attendance.

Chip Stevenson	Sussex County, LEPC
Kelly Kruger	Sussex County, Secretary
Dave Irwin	New Castle County LEPC
Mark Dolan	DNREC-ARP
Fred Haas	SCEMS
Tony Susi	Red Cross
Chris Mitchell	NRG
Kristin Deno	Trinity Logistics
Wayne Vogel	DPH
Anthony Zarello	PAM Rehab
Anuj Kumar	DNREC
Omar Jackson	ICP Group
Mindy Anthony	DNREC
Michael Kaupa	Mountaire Farms
Bill Davis	DNREC
Nicholas Butler	DNREC
Rebecca Voshell	DPH
Marty Mclsaac	Beebe Hospital
Andy Jones	Dentsply
John Thielemann	Sharp Energy
Steven Phillips	DEMA
Ed Hudson	Sharp Energy
Bob Shinholt	ALOFT
Trevor Cantwell	DHS
Lisa Donaway	DHS
John Greenwood	Miller Environmental
Jim Smith	Delmarva Power & Light
La'Dezha Gibbs	ICP Group
James Woznicki	DP&L
Danielle Breitreitz	Dentsply
Bryan Walton	Delmarva Two-way

Chairman Stevenson called the meeting to order at 10:00 a.m.

The minutes of the November 15, 2023, meeting was approved.

The meeting attendance list was compiled by Chairman Stevenson.

REPORTS-

-DNREC-EPCRA- Bill Davis-

EPCRA Reporting Program LEPC Report – January 2024

Training Workshops (Virtual)

- One (1) Presentation on ‘*Regulatory Background of EPCRA Reporting & What’s New*’ was held on December 14, 2023; a recording is posted on DNREC’s webpage ([Link](#)).
- Two (2) training workshops on ‘*How to Submit a Tier II Annual Chemical Inventory Report*’ will be conducted on January 10 and February 7, 2024, to demonstrate the online reporting requirements. Both workshops are the same.
 - Wednesday, [January 10th](#), 9:00-10:00 ([Link to Register](#))
 - Wednesday, [February 7th](#), 9:00-10:00 ([Link to Register](#))
- One (1) *Live Q&A Session* on February 14, 2024, to assist users in answering any questions they might have for 2023 reporting.
 - Wednesday, [February 14th](#), 9:00-10:00 ([Link to Register](#))

RY2022 Reporting Status

Below are the Tier II Reports for 2022 (that were due March 1, 2023) that have been submitted through the online *Tier II Manager*TM System. The numbers presented below are approximate as facilities have determined their own LEPC designation, and these determinations have not been verified by each LEPC. LEPCs can access and view the reports through the T2M system.

Table-1. RY2022 Submitted EPCRA 312 (Tier II) Reports
(LEPC designation reported by Facility)

Current 12/29/2023 RY 2022	Last Meeting 11/02/2023 RY2022	1 Year Ago 1/06/2022 RY2021	Note that status of facilities may change
2662	2656	2621	State Total
972	969	934	Sussex
533	533	531	Kent
1007	1007	993	New Castle
150	147	163	Wilmington

Data via T2M Advanced Report

Table-2. Active Facilities in the T2M Database

Current 12/29/2023	Facilities 302 EHS>TPQ	
2655	284	State Total
971	59	Sussex
532	49	Kent
996	151	New Castle
156	25	Wilmington

Data via T2M *Facilities* tab

Note that new facilities added since 1/1/23 may not have been subject to RY22 Tier II Reporting, while some facilities that reported for 2022 may have been deactivated, and there remains other facilities whose status is unknown (see Table 5). Therefore, caution is advised when comparing Table 1 vs. Table 2.

Table-3. Fee Payments

2023 Calendar Year Total Receipts	Note that a facility may have more than one invoice due to <i>revisions</i> that affect fees.
1877	Number of facilities that pay fees
95 government 85 non-profit	Fee Exempt Facilities
\$487,276	Fees Paid

Data via T2M *Advanced Report*

Table-4. Changes Since Last LEPC Meeting

New facilities	302 Submittals	311 Submittals	312 Updates	312 Revisions	312 Annuals Due 3/1/23	
3	0	7	107	10	15	State Total
0	0	0	35	0	4	Sussex
1	0	2	31	1	1	Kent
0	0	5	37	6	2	New Castle
2	0	0	4	3	8	Wilmington

¹ *New Facilities* are those that have been created within *TierIIManager™* and may not have submitted a 312-Annual report yet; therefore, the number of *New Facilities* will not match the number of reports.

Table-5. Missing Facility Status

On March 2nd, 2023 there were 127 facilities in the TierIIManager™ database that had not reported for 2022 (due 3/1). DNREC was able to contact and resolve most of these missing reports. The list of 25 facilities below was forwarded to the LEPCs on May 18th so that LEPCs can determine if the facilities are still in operation, and if so, find new contact information. The current status of the missing Tier II report is shown in the last column.

FID	Company/Facility	Location	LEPC	Status as of 12/13/23
505	dba Uncle Willies	Blades	Sussex	Confirmed in operation, contact info needed
561	Mills Bros	Milford	Sussex	Deactivated 5/24/23; superseded by FID3010
1019	Highs Dairy	Store #105	Sussex	
404	Shore Star 2238	Millsboro	Sussex	
2690	DEC/Bruce Henry	Georgetown	Sussex	Reported 6/13/23
1352	Mil-Del Corp	Milford	Sussex	
3628	Royal Pigments	Seaford	Sussex	Not yet in operation; below reporting threshold
2987	Save-A-Lot	Milford	Kent	Deactivated 5/19/23
345	Fordham&Dominion Brewing	Dover	Kent	suspected closed pending confirmation
560	Mills Bros	Milford	Kent	
984	South Little Creek Fuel	Dover	Kent	
2745	Shops of Mt. Pleasant	Middletown	New Castle	Deactivated 9/21/23
2186	Save-A-Lot	Claymont	New Castle	Deactivated 12/13/23
2357	Save-A-Lot	New Castle	New Castle	New Contact provided; pending response
2170	Tesla	New Castle	New Castle	New Contact established; report pending
969	MeadowWood Health	New Castle	New Castle	Confirmed in operation, contact info needed
2190	Goodman Distribution	Newark	New Castle	Confirmed in operation, contact info needed
639	Campbells Flight	New Castle	New Castle	Deactivated 12/13/23
1973	Newark County Club	Newark	New Castle	Confirmed in operation, contact info needed
2408	Barclay Bank / Dryrock	Wilmington	Wilmington	Confirmed in operation, contact info needed
2409	Barclay Bank / Juniper	Wilmington	Wilmington	Confirmed in operation, contact info needed
2365	Save-A-Lot	Wilmington	Wilmington	Deactivated 9/12/23
2188	Save-A-Lot	Wilmington	Wilmington	Deactivated 9/12/23

654	Chiquita	Wilmington	Wilmington	Confirmed in operation, contact info needed
949	Edgemoor Materials	Wilmington	Wilmington	Confirmed in operation, contact info needed

- This list does not include government facilities or those facilities with known contacts, which DNREC continues to pursue.
- A blank status indicates it is unresolved and remains missing. Green highlight indicates that the facility has been updated in the database and no further action is needed, while yellow indicates facilities that are in progress.

-DEMA UPDATES- Steven Phillips

SERC Report

- The Information Technology Committee met on November 28. A demonstration of DNREC’s EPCRA Public Portal was provided by the DNREC EPCRA Team.
- Mr. Pieshala and Mr. Strupczewski were appointed by the Governor to serve as Commissioners on the SERC. Mr. Pieshala will represent Highway Transportation and Mr. Strupczewski will represent Shippers. One Governor appointment vacancy remains for Chemical Users. A candidate application is with Boards and Commissions for review.
- The next Planning and Training Committee meeting is on February 15.
- The next SERC meeting is on March 13.

HMEP Report

- Currently in Year 2 of the HMEP three-year grant period. \$179,752.00 Total Grant Amount for Year 2. For Year 2 we have spent \$4,550.
- For Year 1, there was \$36,315.55 left unspent. \$10,100 of that was transferred to NCC LEPC for Year 2 projects. \$2,100 has been transferred to DEMA for Year 2 management costs. There is a proposal from DSFS for a new Year 2 project.
- The HMEP Grant will be moving to the Smart Simple grant management system in the Spring to Summer timeframe. User training and orientation will occur around that time.
- HMEP Subgrantee Quarterly Reports were requested for the first quarter. Second quarter reports will be requested on April 1 with a return date of April 15.

DEMA Report

- DEMA has implemented major updates to the WebEOC system. For users of WebEOC, DEMA is putting on training classes to orient users to the new system. See the training calendar on the DEMA website for training dates.
- DEMA held an exercise for Emergency Support Coordinators in December 2023. This was an opportunity for ESCs to practice their State EOC activation roles outside of a REP drill.
- A morning REP siren test occurred on January 2. The next siren test will occur in the evening on April 2

SCEMS-Fred Haas-

The HazMat Team will be conducting some training next month.

DECON Trailer Updates-

No Updates

Kent County LEPC-Brandon Olenik-

No Report

New Castle County LEPC-Dave Irwin-

Chairman Irwin reviewed the upcoming Annual HazMat Training Workshop that will be held on May 10th and May 11th, 2024 at the Delaware State Fire School in Dover.

Wilmington LEPC- Willie Patrick-

No Report

DNREC-ARP-Mark Dolan

No report

DPH-Wayne Vogel

DPH Briefing LEPC Meeting – January 2024

Radiological Emergency Preparedness Drill

On December 20, 2023, DPH participated in the quarterly Salem - Hope Creek Nuclear Generating Station (SHCNGS) emergency drill at the Delaware Emergency Management Agency (DEMA), Emergency Operation Center (EOC). The drill scenario resulted in SHCNGS declaring a General Emergency which could result in the release of radioactive matter outside of the plant potentially affecting Delaware. DPH supported the DEMA Technical Assessment Center (TAC) by assessing the projected radiation dose to the population living in the Delaware Emergency Planning Zone (EPZ) and providing protective action recommendations.

Exposure Assessment and Monitoring Following a Hazardous Material or Radiological Disaster Workshop

DPH is in the process of planning a workshop to address disaster-related population exposure monitoring and assessment. This workshop is intended to spur discussion on the information elements for process to maintain vital information of exposed or potentially exposed individuals including responders following a technological disaster. The workshop will explore various tools available to create a data management system for the long-term monitoring of the public following exposure to radiation and airborne or waterborne chemically contaminated substance. The date of the workshop is TBD.

Red Cross-Tony Susi

The local Red Cross chapter has been busy with responses of clients with fires and flooding.

Delmarva & Power- Jim Smith

Jim Smith spoke about the storm on January 9th and January 10th.

Sussex County LEPC-Chip Stevenson-

- Attended the SERC Planning & Training Committee meeting on November 16th.
- Attended the SERC Information & Technology Committee Review meeting on November 28th.
- Attended the SERC meeting on December 13th.
- Attended virtually the DNREC-EPCRA Training Workshop #1 on December 14th.
- Attended the New Castle County LEPC meeting on January 8th.
- Attended the Kent County LEPC meeting on January 9th.
- Attended virtually the DNREC-EPCRA Training Workshop #2 on January 10th.

PRESENTATIONS-

Trevor Cantwell from U.S. Department of Homeland Security provided an overview of the ChemLock program.

NEXT MEETING- Thursday, March 14, 2024, at 10 A.M.-Sussex County Emergency Operations Center, 21911 Rudder Lane, Georgetown, DE.

