

**SUSSEX COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE  
MEETING MINUTES  
March 13, 2025**

There were 29 members/guests in attendance.

**Kelly Kruger**

**Sussex County, EOC  
Secretary**

**Charles Stevenson, IV**

**Sussex County LEPC**

**Glenn Marshall**

**SCEMS**

**David Irwin**

**LEPC/NCC**

**Bill Davis**

**DNREC**

**Steven Phillips**

**DEMA**

**David Seip**

**Beebe Hospital**

**Bryan Walton**

**Delmarva Two-Way Radio**

**David Baldinger**

**Chesapeake Utilities**

**James Woznicki**

**Delmarva Power**

**Nicholas Butler**

**DNREC**

**Wayne Vogel**

**DPH**

**Kristin Deno**

**Trinity Logistics**

**Michael Kaupa**

**Mountaire**

**Tony Susi**

**Red Cross**

**Chris Mitchell**

**NRG**

**Trevor Cantwell**

**DHS**

**Ron Verosko**

**Sussex County**

**David Keith**

**Ensinger**

**Anthony Zarrello**

**PAM Health**

**Anuj Kumar**

**DNREC**

**Christopher Ramos**

**DHS**

**David Humphrey**

**Perdue**

**William Martinez**

**Tidal Health**

**Jim Baker**

**ARES**

**John Thielmann**

**Sharp Energy**

**Howard Chelton**

**Sharp Energy**

**Scott Jestice**

**Sharp Energy**

**Chad Maris**

**SCEMS**

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

The January 9, 2025, meeting minutes were approved.

All attendees introduced themselves.

## **REPORTS-**

### **DNREC- Nicholas Butler**

Department of Natural Resources and Environmental Control (DNREC)  
Emergency Planning and Community Right-to-Know Act (EPCRA) Reporting Program

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#### **Local Emergency Planning Committee (LEPC) Report – March 2025**

##### **1. Reporting Year (RY) 2024 Reporting Summary**

Delaware facilities submit their EPCRA Section 312 reports (also known as Annual Tier II reports) using the *Tier II Manager* <sup>TM</sup> (T2M) database. For Reporting Year (RY) 2024, covering Jan. 1 – Dec. 31, 2024, over 97% facilities submitted 2,629 Tier II reports by the due date, March 1<sup>st</sup>, 2025. The program has received \$467,140 in annual fees from submitted reports.

Tables 1-3 summarize key reporting metrics such as submitted annual Tier II reports, active facilities in the database, and other EPCRA facility updates since the last LEPC meeting. The tables below contain Tier II reporting data according to a facility's LEPC designation. Facilities usually determine their own LEPC, but these determinations should be verified by each LEPC. LEPC's can access and view the reports through the T2M system.

**Table 1 - RY 2024 Submitted EPCRA 312 (Tier II) Reports**

LEPC	1 Year Ago 3/4/2024 RY 2023	Current 3/3/2025 RY 2024	Annual Change in Submitted Reports
Sussex LEPC	989	1005	+16 (+1.6%)
Kent LEPC	523	522	-1 (-0.2%)
New Castle LEPC	977	958	-19 (-1.9%)
Wilmington LEPC	144	144	+0 (+0%)
State Total	2633	2629	-4 (-0.1%)

**Notes:**

- Data sourced from T2M *Advanced Report*. LEPC designations as reported by facilities.
- Facilities report Annual Hazardous Chemical Inventory under EPCRA 312 section.

**Table 2 - Active Facilities in the T2M Database**

LEPC	EPCRA 302 Facilities 3/3/2025	Total EPCRA Facilities 3/3/2025
Sussex LEPC	62	1027
Kent LEPC	50	535
New Castle LEPC	156	1002
Wilmington LEPC	25	159
State Total	293	2723

**Notes:**

- Data sourced from T2M Facilities tab.
- For emergency planning purposes, facilities containing Extremely Hazardous Substances (EHS) above Threshold Planning Quantity (TPQ) are required to submit EPCRA 302 reports.
- Caution is advised when comparing Tables 1 & 2. New facilities added since 1/1/25 may not have been subject to RY 24 Tier II reporting, while some facilities that reported for 2024 may have been deactivated.

**Table 3 - Other EPCRA Facility Updates Since Last LEPC Meeting (1/1/25 - 3/3/25)**

LEPC	New EPCRA Facilities	EPCRA 302 Reports	EPCRA 311 Reports	EPCRA 312 Report Updates	EPCRA 312 Report Revisions
Sussex LEPC	24	0	0	17	2
Kent LEPC	3	0	1	16	0
New Castle LEPC	10	0	4	37	4

Wilmington LEPC	3	1	1	1	1
State Total	40	1	6	71	7

**Notes:**

- New EPCRA Facilities are those that have been created within T2M and may not have submitted a 312-Annual report yet; the number of New Facilities will not match the number of reports.
- EPCRA Sections 311-312 require facilities to provide initial notification and report hazardous chemicals that are used or stored. Please refer to the DNREC EPCRA reporting requirements webpage for details of EPCRA sections 302, 311, & 312 (<https://dnrec.delaware.gov/waste-hazardous/emergency-response/community-right-to-know/reporting-requirements/>)
- 312 Updates reflect new data introduced after Jan 1<sup>st</sup>, while 312 Revisions are corrections to old data.

## **2. Community Engagement & Other Program Updates**

- The EPCRA Program identified the following events to participate in promoting community Right-to-Know. LEPC's are encouraged to join these events and suggest other outreach activities.
  - Community Preparedness & Resiliency Workshop at the Ezion-Mount Carmel United Methodist Church in Wilmington, DE on February 8<sup>th</sup>
  - The article *Meet Your Chemical Neighbors: DNREC's New Portal Reveals Local Chemical Hazards* was published in DNREC's [Outdoor Delaware](#) on February 25<sup>th</sup> and on DNREC's social media platforms on February 28<sup>th</sup>.
- The program presented its winter training workshop series, with over 200 people participating across four workshops. Slides of the workshop presentations are available on the [Online Reporting webpage](#).

## **DEMA UPDATES- Steven Phillips**

### **SERC Report**

- The last Planning and Training Committee meeting was on February 20. The next P&T Committee meeting will be on May 15.
  - Reviewed updated Flow Study GIS Map, discussed printing/distribution of the SERT Plan, commenced planning for a SERT Plan Seminar/TTX, approved HMEP projects for NCC LEPC and DSFS, and reviewed proposed HMEP FY26-28 projects.
- The Finance and Budget Committee met on February 27 to review budget requests and provide proposed budget allocations for the FY26 SERC budget.
  - The budget will be reviewed for approval at the March SERC meeting.
- The next SERC meeting is on March 12. The following meeting will be on June 11.

#### **HMEP Report**

- Currently in Year 3 of the HMEP three-year grant period. \$179,752.00 Total Grant Amount for Year 3. For Year 3 we have spent \$13,486.15.
- The application period for the FY26-28 HMEP Grant has not yet opened. The funding opportunity is going through additional reviews on the federal side before it is released.

#### **DEMA Report**

- DEMA attended the DHSS Mass Care TTX on January 28 and the DHSS Mass Feeding Planning Workshop on January 29.
- Quarterly REP Drill was held on March 4.
- DEMA hosted the morning session of the Kent County Criminal Justice & Public Safety Day on March 6. The DEMA session featured a presentation about DEMA, facility tour, and a panel discussion on Law Enforcement Issues of Today with representatives from state, local, and federal law enforcement agencies.

#### **SCEMS-Glenn Marshall-** **No Report**

#### **DECON Trailer Updates-**

An After-Action Meeting was held with local and state partner agencies concerning the HazMat incident at the Perdue facility in Georgetown.

#### **Kent County LEPC-Brandon Olenick-** **No Report**

#### **New Castle County LEPC-Dave Irwin-**

The LEPC Meeting for New Castle County will be on Monday March 10, 2025. The Hazmat workshop registration packets should go out during the week of March 17, 2025.

#### **Wayne Vogel-DPH**

#### **DPH LEPC Report – March 2025**

- The State Health Operations Center (SHOC) remains activated to support Delaware's response to bird flu. There is no known person-to-person spread at this time. The current public health risk is low.

#### **Radiological Emergency Preparedness Drill**

- Staff from DPH participated in the DEMA Radiological Emergency Plan exercise on March 4. DPH staff in the Technical Assessment Center

conducted dose assessments and provided protective action recommendations to the Incident Command Staff during the exercise.

#### **DHSS All Hazards Workshop**

- The DHSS All Hazards Workshop was held on March 5 at the Clayton Fire Company. The exercise was sponsored by the Office of Preparedness to review the Delaware Emergency Management Agency's Delaware Emergency Operations Plan and the DHSS All Hazards Plan.

**DNREC-Mark Dolan-**  
No Report

**Red Cross-Toni Susi**  
Several shelter exercises are coming in the future.

**Delmarva Power- Jim Smith**  
No Report

**Emergency Management-Tim Cooper**  
No Report

#### **Sussex County LEPC-Chip Stevenson**

- Attended the Wicomico County LEPC meeting on January 15<sup>th</sup>.
- Attended the Delmarva Emergency Task Force (DETF) meeting on January 15<sup>th</sup>.
- Attended the Kent County LEPC meetings on January 16<sup>th</sup> and March 11<sup>th</sup>.
- Attended the New Castle County LEPC meetings on January 16<sup>th</sup> and March 10<sup>th</sup>.
- Attended virtually the USCG-Sector Delaware Bay meeting on January 22<sup>nd</sup>.
- Participated in the Perdue Hazmat incident After-Action meeting on February 4<sup>th</sup>.
- Attended the SERC Planning & Training Committee meeting on February 20<sup>th</sup>.
- Participated in an initial information meeting with East Point Energy and members of Millville Fire Company and other state agencies at Station 84 on February 27<sup>th</sup>.
- Attended the State Emergency Response Commission (SERC) meeting on March 12<sup>th</sup>.
- Submitted the Sussex County LEPC FY2025 Q1 Work Plan to DEMA.
- Provided all Sussex County Fire Chiefs with Tier II login information for 2025.
- Provided the SERC Planning & Training Committee with Sussex County LEPC's list of proposed 3-year HMEP Subgrant projects.
- Attended a Business Continuity Training program taught by DRI International in Las Vegas from January 30<sup>th</sup>-February 2<sup>nd</sup>.

**-Provided the SERC Budget Committee with the Sussex County LEPC request for FY2026.**

**PRESENTATIONS:**

**None**

**NEXT MEETING- Wednesday, May 14<sup>th</sup>, 2025, 10 A.M. at the Delaware State Fire School-Sussex Division.**