

**SUSSEX COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
MEETING MINUTES
January 8, 2026**

There were 34 members/guests in attendance.

Chip Stevenson	Sussex County LEPC
Kelly Kruger	Sussex County Public Safety
Andrew Jones	Dentsply Sirona
Mark Dolan	DNREC-ARP
Nicholas Butler	DNREC-EPCRA
Glenn Marshall	SCEMS
Bill Davis	DNREC-EPCRA
Danielle Breitzkreitz	Dentsply Sirona
Ken Cenci	DNREC-ARP
Jeff Willis	Mountaire
Sara Kershaw	Red Cross
Tim Cooper	Sussex County Public Safety-EM
Mike Kaupa	Mountaire
Sand Hoffman	Simmons
Jason Madden	Miller Environmental
Scott Bossert	DBRC
Joe Gawarzewski	US EPA
Shelly Masone Davis	EcoTech
David Seip	Beebe Health Care
Steven Phillips	DEMA
Jim Woznicki	Delmarva Power
Lorenzo Cropper	Wicomico County
Matt Munday	Wicomico County
Michael Edwards	New Castle County EMA
Donna Smith	Wicomico County
Mindy Anthony	DNREC
Jim Smith	Delmarva Power
David Humphrey	Perdue
Christopher Ramos	CISA
Allen Papp	ICP Group
Wayne Vogel	DPH
Anthony Zarello	PAM Rehab
Heather Hudson	DNREC-ERB
Anuj Kumar	DNREC

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

The minutes of the November 13, 2025, meeting were approved.

Chairman Stevenson compiled the meeting attendance list.

REPORTS-

-DNREC-EPCRA- Bill Davis-

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

Local Emergency Planning Committee (LEPC) Report – March 2026

1. Reporting Year (RY) 2025 Reporting Summary

Delaware facilities submit their EPCRA Section 312 reports (also known as Annual Tier II reports) using the *Tier II Manager™* (T2M) database. For Reporting Year (RY) 2025, facilities submitted 2796 Tier II reports on time by the March 1st, 2026 deadline, accounting for over 97% of active facilities. The program added 165 new facilities, bringing active facilities to a program record high of 2883. The program has received ~ \$475,700.00 in annual fees from fee-paying facilities.

Tables 1-3 summarize key reporting metrics such as submitted annual Tier II reports, active facilities in the database, and other notable EPCRA facility updates since the last LEPC meeting. The tables below contain reporting data based on a facility's LEPC designation. Facilities self-identify their LEPC, County, Fire Department, and 911 address; these determinations should be verified by each LEPC periodically. LEPC's can access and view the reports through the T2M system.

Table 1 - RY 2025 Submitted EPCRA 312 (Tier II) Reports

LEPC	1 Year Ago 3/3/2025 RY 2024	Current 3/1/2026 RY 2025	Annual Change in Submitted Reports
Sussex LEPC	1005	1071	+66
Kent LEPC	522	547	+25
New Castle LEPC	958	1021	+63
Wilmington LEPC	144	157	+13
State Total	2629	2796	+167

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 3/1/2026	EPCRA 312 Facilities 3/1/2026
Sussex LEPC	67	1089
Kent LEPC	54	554
New Castle LEPC	182	1069
Wilmington LEPC	27	171
State Total	330	2883

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 1/1/26 are not subject to reporting requirements for RY 25, while some facilities that reported for 2025 may have since been deactivated.
- Active 302 Facilities increased 12% YoY; Active 312 Facilities increased 6% YoY.

Table 3 - Other EPCRA Facility Updates Since Last LEPC Meeting (12/31/25 - 3/1/26)

LEPC	New EPCRA Facilities	EPCRA 302 Reports	EPCRA 311 Reports	EPCRA 312 Report Updates	EPCRA 312 Report Revisions
Sussex LEPC	48	2	0	16	115
Kent LEPC	25	0	1	9	81
New Castle LEPC	75	5	1	1	91
Wilmington LEPC	17	0	0	1	23
State Total	165	7	2	27	310

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/stored. For details on EPCRA Sections 302, 311, & 312 see [DNREC EPCRA Reporting Requirements](#)
- 312 Updates reflect new data introduced after Jan 1st, while 312 Revisions are corrections to old data.

2. Community Engagement & Other Program Updates

- The program hosted its annual training workshops online. The Regulatory Background workshop was held on December 17th. Online Reporting workshops were held on January 7th and February 4th. Lastly, a live Q & A workshop was held on February 11th. Combining all four workshops, a record 230 participants attended this year. Presentation slides and video recording are posted on [EPCRA's Online Reporting webpage](#).

DEMA UPDATES-Steven Phillips-

SERC Report

- The next Planning and Training Committee meeting will be on February 19. The following P&T Committee meeting will be on May 21.
- The next LEPC Oversight Committee will be on February 9.
- The next Finance and Budget Committee will be in January or February.
- The next SERC meeting is March 11. The following meeting will be on June 10.
- The Statewide HazMat Emergency Response Capability Assessment is anticipated to kick off in mid-January.

HMEP Report

- Currently in Year 1 of the HMEP three-year grant period. Delaware's Year 1 allotment is \$209,752. To date we have spent \$5,296.38.
- Year 3-Extension of the last HMEP Grant period continues for select projects. \$103,621.02 was made available during the extension period, we are waiting on a few more details for two invoices and we'll start spending that down.
- We are beginning preparations for Year 2 of the next HMEP grant period. Subgrantee projects have been sent out for review, and any changes will be discussed at the February Planning and Training Committee meeting.

DEMA Report

- DEMA deployed Christine Beste to Anchorage, Alaska for 21 days as Documentation Unit Leader to support Alaska's response to devastating flooding.
- DEMA held the IPPW on December 3rd in Clayton. The IPPW supports Delaware stakeholders in identifying potential threats, hazards, and risks, setting preparedness priorities to address them, and applying the integrated preparedness cycle to build, sustain, and deliver capabilities. The IPPW aims to integrate and synchronize all elements of preparedness addressing capability gaps to enhance overall readiness.
- DEMA worked closely with DSP, UD, DeIDOT, and several other partner organizations to support the Corporal Matthew "Ty" Snook Celebration of Life Ceremony at the Bob Carpenter Center on January 5.
- The 2026 NASTTPO Annual Conference will be held April 27-30 in Billings, Montana. A great conference agenda is being put together, most LEPCs have this conference as one of their approved projects.

SCEMS-Glen Marshall/Keith Bennett-

No Incidents

Kent County LEPC-Brandon Olenik-

No Report

New Castle County LEPC-Mike Edwards-

The New Castle County LEPC Meeting was held on January 12, 2026, at the Fire School. The planning for the yearly HazMat Workshop is continuing.

Wilmington LEPC- Willie Patrick-

No Report

Mark Dolan-DNREC

No report

Wayne Vogel-DPH-

DPH LEPC Report – January 2026

State Health Operation Center (SHOC) Activations

There have been no activations of the State Health Operations Center since November.

Annual International Association of Emergency Managers Conference

Two Emergency Medical Services and Preparedness Section (EMSPS) staff members attended the 73rd Annual International Association of Emergency Managers Conference and EMEX held in Louisville, Kentucky, November 15 – 20. The keynote speaker was Mr. G.B. Jones, the Chief Safety and Security Officer for the upcoming FIFA World Cup 2026 events.

EMSPS Mass Mailing Regarding the Delaware Emergency Notification System (DENS)

The Office of Preparedness sent emergency planning information and resources to over 14,000 Delawareans in a recent mailing. The letters explained how to enroll in the Delaware Emergency Notification System (DENS) and create a personal or family safety profile in SMART 911. DENS is the main system for public warning and emergency protective action information in Delaware. Enrollment in DENS and SMART 911 rose substantially in the month after the mailing, improving preparedness for Delaware citizens.

Public Health Radiological Emergency Tabletop Exercise

EMSPS is hosting a Public Health Radiological Tabletop Exercise on Thursday, January 29, from 8:30 AM to 3:30 PM at the Clayton Fire House. The purpose of this tabletop exercise is to explore public health, emergency management, and healthcare coordination and response in the event of a radiological exposure device incident. This discussion-based exercise will guide participants through

detection, on-scene operations, medical surge, public messaging, and early recovery considerations, including disaster registry planning and long-term health monitoring. All partner agencies will have the opportunity to collaborate, make decisions, and assess readiness across response and recovery missions.

Red Cross-Sara Kershaw-

Red Cross is planning on moving trailer equipment in March to improve response time.

Delmarva Power- Jim Smith-

Delmarva Power is continuing infrastructure resilience projects.

Emergency Management- Tim Cooper-

No Report

Delaware Bay and River Cooperative-Scott Bossert-

The new Vessel should be here in February.

Sussex County LEPC-Chip Stevenson-

-Attended a Business Resiliency Planning meeting in Lewes on November 13th.

-Attended the SERC meeting at DSFS-Dover on December 10th.

-Attended an Emergency Notification Planning meeting at Perdue in Georgetown on December 10th.

-Attended the Delaware EPCRA Workshop 1 on December 17

-Attended the HazMat Training Workshop Planning meeting on January 6th.

-Attended the Delaware EPCRA Workshop 2 on January 7th.

-Participated in the scheduled EPA Region 3 inspection at Simmons Animal Nutrition on December 9th.

-Attended the IAEM Conference in Louisville, KY from November 17th-November 20th.

-Participated in FEMA G228 Donations and Volunteer Management Training class in Salisbury, MD from December 2nd-December 3rd.

-Coordinated an Emergency Notification Exercise with Perdue in Georgetown on December 17th.

PRESENTATIONS- Joe Gawarzewski, USEPA, provided a presentation on the EPA Lithium-Ion Battery Task Force.

NEXT MEETING- Thursday, March 12, 2026, 10 A.M.-Sussex County Public Complex in Georgetown.