

**COASTAL ZONE CONVERSION PERMIT ACT WORK GROUPS “ALL-HANDS” JOINT MEETING
AUGUST 21, 2018
MEETING SUMMARY**

Disclaimer: This meeting summary was prepared by the Consensus Building Institute (CBI), a non-profit entity contracted by DNREC to facilitate some CZCPA Work Group meetings and draft meeting summaries. This summary is not intended to be a meeting transcript. Rather, it focuses on the main points covered during the meeting without attribution.

ACTION ITEMS

Who	What
Work Group members	<ul style="list-style-type: none"> • Review background materials including the relevant Work Group charge(s), the CZCPA Procedures for RAC Operations, and materials prepared prior to the first meeting of each member’s corresponding Work Group(s).
DNREC	<ul style="list-style-type: none"> • Post all presentation slides and background materials to the CZCPA Work Groups webpage at de.gov/czcpaworkgroups. • Post final list of Work Group members and Work Group charges. • Distribute calendar of RAC and Work Group meetings through December 2018. • With CBI and IEC, develop draft agendas for upcoming Work Group meetings.
CBI/IEC	<ul style="list-style-type: none"> • Prepare draft meeting summary. • Draft agendas and background materials for upcoming meetings.

UPCOMING MEETINGS AND EVENTS

Event	Date	Venue
Work Group Meeting #1: Risk Evaluation and Financial Assurance	Wednesday, Sept. 5, 2018, 1-4:30pm	DNREC Lukens Drive Office – Conference Room B, New Castle
Work Group Meeting #1: Economic Effect	Tuesday, Sept. 11, 2018, 9am-12pm	Grass Dale Conference Center, Delaware City
Work Group Meeting #1: Offsets	Tuesday, Sept. 11, 2018, 9am-12pm	DNREC Lukens Drive Office – Pat Ellis Conference Room, New Castle
Work Group Meeting #1: Environmental Impact	Wednesday, Sept. 12, 2018, 1-4pm	DNREC Lukens Drive Office – Conference Room B, New Castle
Information on additional meetings will be posted on the Delaware Public Meeting Calendar at de.gov/czcpameetings .		

KEY TOPICS AND DISCUSSIONS SUMMARY

Below is a summary of key topics discussed during the meeting. A list of meeting participants is attached to the end of this summary. Presentation slides are available at de.gov/czcpaworkgroups.

Presentations overview

Judy Jordan (DNREC) welcomed Work Group members and thanked them for their participation in the Coastal Zone Conversion Permit Act (CZCPA) Work group process. Work Group members heard an overview of the two relevant pieces of legislation for their work – the Coastal Zone Act (CZA) and the

CZCPA¹ – and presentations on the charges² of the four Work Groups: Economic Effect, Environmental Impact, Risk Evaluation and Financial Assurance, and Offsets. Work Groups will meet at least monthly from August to December 2018 and provide the RAC with technically viable options on the four topic areas. Work Groups are not asked to make recommendations to the RAC about the best option to choose – this is the RAC’s responsibility.

The technical consultant, Industrial Economics, Inc. (IEc), will help each Work Group by providing research capacity and methodological expertise to the Work Groups, preparing Work Group outputs, and providing technical expertise to the RAC. Mike Donlan, president of IEc and coordinator of IEc’s involvement in the overall Work Group process, noted in his remarks to the group that each Work Group will be staffed by an IEc principal with extensive expertise in that field. IEc staff will help the Work Groups finalize their scope of work and work productively to meet deadlines.

Work Group discussion

Work Group member discussion focused on:

- The importance of clarifying how some topics that are relevant to the work of multiple Work Groups will be handled.
- A suggestion that the Economic Effect Work Group consider how Conversion Permit applicants should assess and plan for unexpected exposures.
- The fact that many of the 14 sites may never be redeveloped without the options provided by a Conversion Permit and clear regulations governing their issuance.
- Interest in holding a field trip for Work Group members to see some of the 14 sites.

Public input

During opportunities for the public to provide input on topics being discussed by the Work Group members, Bill Dunn (Civic League for New Castle County) noted (a) real-time monitoring of emissions could be used to calculate offsets, (b) the importance of having members on the Work Group and RAC who are scientists and engineers, with particular expertise in process control engineering.

Next steps

The meeting closed with a brief discussion of next steps and a meeting scheduling exercise. This Work Group meeting, and all upcoming RAC and Work Group meetings, was and will be open to the public. Before the next meeting, Work Group members, DNREC, IEc, and CBI should plan to complete the action items detailed on page one of this summary.

¹ A more detailed discussion of this topic can be found in the first RAC meeting summary available at <http://www.dnrec.delaware.gov/Admin/CZA/Coastal%20Zone%20Act%20Documents/CZCPA%20RAC%20Meetings/Meeting%20-%202018%20June/Meeting%20-%20Summary.pdf>.

² Documents describing the charge of each Work Group can be found at de.gov/czcpaworkgroups.

APPENDIX A: PARTICIPANT LIST

Work Group member attendance

Name	Work Group(s)*	Affiliation
Jeremy Ashe	O	DNREC Division of Fish & Wildlife
Larry Boyd (stand-in for Tom Godlewski)	EI, O	Delaware City Refinery/PBF Energy
James Brunswick	O	DNREC Community Ombudsman
Patty Cannon	EE, O, RE&FA	Department of State, Division of Small Business, Development and Tourism
Joe Cochran (stand-in for Dave Carpenter)	RE&FA	New Castle County, Emergency Management
Sarah Cooksey	O	The Nature Conservancy
Jay Cooperson	EI	Sierra Club
Vince D’Anna	EE	Self
David DeCaro	EI	Chesapeake Utilities
Gene Donaldson	O	DelDOT
Bill Freeborn	EE	KBF Advisors, LLC
Michael Gould	RE&FA	Department of Insurance
Doug Janiec	O	Sovereign Consulting
Todd Keyser	O	DNREC Division of Waste and Hazardous Substances
Richard “Dick” Kirk	RE&FA	Bayard, P.A.
Vikram Krishnamurthy	O	DNREC Division of Waste and Hazardous Substances
Rita Landgraf	O	Delaware Center for Horticulture
Leslie Ledogar	RE&FA	Department of Insurance
Susan Love	O	DNREC Division of Climate, Coastal, & Energy
Paul Morrill	EE	The Committee of 100
Tamarra Morris	EE	New Castle County, Economic Development
Ellie Mortazavi	EI, O	New Castle County, Department of Public Works
Bob Palmer	EI, O	DNREC Division of Watershed Stewardship
Mark Prettyman	O	DNREC Division of Air Quality
Ed Ratledge	EE	University of Delaware, Center for Applied Demography & Survey Research
Brett Saddler	EE	Claymont Renaissance Development Corporation
Matt Sarver	EI	Delaware Ornithological Society

Name	Work Group(s)*	Affiliation
Peggy Schultz	O	League of Women Voters
Derrick Schweitzer	O	Croda
George Sharpley	EE	Department of Labor, Office of Occupational and Labor Market Information
Kari St. Laurent	EI	DNREC Division of Climate, Coastal, & Energy
Mike Steiger (stand-in for Ian Park)	EI	DNREC Division of Fish & Wildlife
Ed Tyczkowski	RE&FA	DEMA Natural Hazards Section
Ping Wang	EI, O	DNREC Division of Water
Bob Whetzel	RE&FA	Richards, Layton & Finger / CZCPA RAC Member
Jill Williams-Hall	RE&FA	DNREC Division of Waste and Hazardous Substances - Site Investigation and Restoration Section
Martin Willis	O	Self

* EE = Economic Effect, EI = Environmental Impact, O = Offsets, RE&FA = Risk Evaluation and Financial Assurance

Others in attendance

Name	Affiliation
Sarah Bucic	Self
Sierra Davis	Delaware DNREC (staff)
Bill Dunn	Civic League of New Castle County
Mike Donlan	Industrial Economics (staff)
Kris Saum	TRC Solutions, Inc.
Patrick Field	Consensus Building Institute (staff)
Rebecca Gilbert	Consensus Building Institute (staff)
Judy Jordan	Delaware DNREC (staff)
Bob Scarborough	Delaware DNREC (staff)
Delores Whildin	Resident of Claymont / CZCPA RAC Member
Ian Yue	Delaware DNREC (staff)