

**Local Emergency Planning Committee (LEPC)
Chairpersons/Staff Contacts Meeting Synopsis
Betty Easley Conference Center
Southwood Campus, Room 152
4075 Esplanade Way
Tallahassee, Florida 32399
October 1, 2009**

In Attendance:

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| George Danz, Chairman | Manny Cela |
| Richard Delp | Jim Crumlish |
| Richard Smith | Chris Rietow |
| Ron Mills | Dwayne Mundy |
| Jason Taylor | John Gallagher |
| Michael Arnold | David Cooper |
| Jennifer Hobbs | April Raulerson |
| Gary Weiss | Chuck Carter |
| Scott Ehlers | John Meyer |
| Bruce Porter | John Gibbons |
| Chris Bushman | Kathryn Boer |

Call to Order/Introductions

Chairman George Danz called the Local Emergency Planning Committee (LEPC) Chair/Staff Contacts meeting to order. Introductions followed the Pledge of Allegiance and all in attendance were welcomed.

District Reports

In addition to the Hazmatters, the Districts reported the following:

District 1: Mr. Jim Crumlish reported that District 1 completed a brochure that will provide quick access to information, internet links and contacts regarding the LEPC and EPCRA reporting requirements.

District 2: Mr. Chris Rietow reported that District 2 completed the Hazardous Materials Emergency Preparedness Planning Grant Commodity Flow Study. The purpose of the Commodity Flow Study is to provide a snapshot in time of hazardous materials transportation corridors along selected roadways in the district.

District 3: Mr. Dwayne Mundy reported that the District sponsored two Hazmat IQ classes in Gainesville and Bell, Florida. Mr. Mundy noted that the Alachua County Fire Rescue Team will be disbanded as a cost cutting measure.

District 4: Mr. Jason Taylor reported that the LEPC sponsored a Hazmat I Q class in Clay County. Mr. Taylor noted that the Federal Reserve Bank contacted the District staff to conduct training in order to fulfill their safety requirements for Personal Protective Equipment for a hazardous materials incident.

District 5: Mr. Michael Arnold reported that the district completed the Shelter-in-Place Education Enhancement project under the Hazardous Materials Emergency Preparedness Grant.

District 6: Ms. April Raulerson reported that Louisiana State University is currently re-writing the CAMEO *ofm* 3-day course. The District has been asked to be part of the new Advanced CAMEO pilot program.

District 7: Mr. Chuck Carter reported that the Central Florida Regional Planning Council entered into a contract with Polk County and the City of Lakeland to design and conduct a table top exercise focusing on a breach of one of the 75 ton Anhydrous Ammonia cylinders at the McIntosh Power Plant.

Mr. Carter noted that regional planning councils should consult with their legal counsel prior to the release of classified documents contained in After-Action Reports prepared by the council.

District 8: Mr. John Meyer reported that a Spanish-subtitled version of the “Shelter-in Place” video has been designed and available to the public to identify the appropriate sheltering in place procedures to be administered in the event of an Ammonia incident at the Port of Tampa.

District 9: Mr. Gibbons reported that the District had Mr. John Long of Florida Gas Transmission provide a training synopsis on program and assistance his agency could offer emergency responders and local governments in the district.

District 10: Ms. Kathryn Boer mentioned that the LEPC conducted a workshop and tabletop exercise with the intent of developing protocol guidance for public information officers regarding hazardous material incidents.

District 11: Mr. Manny Cela reported that the Thomas Yatabe Award Nominee for District 11 is Mr. Charles Boyd. Mr. Cela further mentioned that Mr. Boyd was elected Vice Chairman of the SERC Subcommittee on Training.

SERC Committee on Training – Charles Boyd

Mr. Charles Boyd stated that the State Emergency Response Commission Subcommittee on Training (SOT) held conference calls on August 5, 2009 and September 16, 2009. The meeting purpose of the conference calls was to develop guidelines and define the different levels of training for Emergency Medical Services personnel to be considered a ToxMedic responder and to discuss HazMat/Weapons of Mass Destructions Sampling Protocols.

Mr. Boyd stated that there was a presentation by Mr. Rod Stoner on Web Hazardous Materials Information System (HMIS). Mr. Stoner discussed the new web based system

that was designed to serve the needs of multiple programs that use hazardous materials information. Mr. Boyd noted that a presentation was made by John Scott, of Jacksonville Fire and Rescue on Electronic Tier II Submission. Mr. Scott discussed the use of Florida Statute 633 and the National Fire Protection Association Code for on-line Tier II Submission. Mr. Boyd provided an update on his presentation on Preventive Radiological/Nuclear Detection and implementation strategies. Mr. Boyd reported that the SOT was presenting the Hazmat Medical Treatment Protocols Part 1, Emergency Medical Services Responder Definitions, Training and Roles to the SERC for approval. In addition, HazMat Medical Treatment Protocols Part 2, will be presented to SERC for approval at the January 2010 meeting.

Other Business

- 1. HMIS Distribution** - Mr. Tim Date noted that compact discs containing the Hazardous Materials Information System (HMIS) database were distributed to LEPC staff contacts prior to the meeting.

- 2. E-Plan Update** – Ms. Shanti Smith reported on the use of E-Plan, its expansion statewide and progress on integrating E-Plan with various systems. Ms. Smith mentioned that she will be attending a 911/Computer-Aided Design integration meeting with Manatee County and the City of Cape Coral for dispatch center integration in conjunction with the University of Texas, Dallas. When a call comes into the 911 dispatch center and the incident address is entered into the system, the address will be flagged as a facility that has reported chemicals on-site. In addition, the E-Plan Administrator will be holding the Annual User's meeting November 12-13, 2009 at the University of Texas, Dallas. Ms. Smith indicated that several Local Emergency Planning Committee representatives will be accompanying her to the meeting.

- 3. Web HMIS Update** – Mr. Rob Stoner explained the Electronic Tier II Submission process. Mr. Stoner explained that the fundamental design of the system is to meet the information needs of the first responders and emergency services personnel. Mr. Stoner explained the enhanced features of the new HMIS system. The web based program will

allow for increased availability of data, provide for quicker collection of data, enhanced chemical setup by establishing container, temperature and pressure options, enforced data integrity by enhancing communication between facilities and the state, and allow for expanded information capabilities.

4. Electronic Tier II Submission – Mr. John Scott discussed electronic Tier II submission. Mr. Scott pointed out that facilities should be encouraged to do their Tier II reporting on-line. Florida Statute 633 was discussed as it outlines the submittal of Tier II forms to counties. A lengthy discussion took place about how requiring electronic Tier II submission may be implemented. It was decided that more work was needed to address a number of concerns, prior to presenting any recommendation to the SERC.

5. International Association of Fire Chiefs Update – Mr. Frank DeFrancesco was absent and the International Association of Fire Chiefs' report was tabled until the next meeting.

6. Planning for Next Hazardous Materials Awareness Week – Ms. Shanti Smith requested that the LEPCs needed to choose a week to conduct Hazardous Materials Awareness Week activities. After discussion of possible dates, a motion was made to recommend to the SERC that, February 14-20, 2010 be approved as Hazardous Materials Awareness Week. The motion was seconded and passed unanimously. It was noted that the LEPCs had previously agreed to use Chemistry in the School as the theme for Hazardous Materials Awareness Week.

Issues for SERC

Chairman Danz asked if there were issues to be presented to the SERC tomorrow, and he suggested that the group support the Subcommittee on Training recommendations brought before the SERC for approval. It was noted that the recommendation for February 14-20, 2010 to be proclaimed as Hazardous Materials Awareness Week needed to be presented to the SERC for approval. No other business was identified as requiring SERC attention.

Schedule Next Meeting

The next LEPC meeting is scheduled for Thursday, January 7, 2010 in Singer Island, Florida.

Adjournment

There were no further business or discussion the meeting was adjourned.

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