

**State Emergency Response Commission (SERC)
for Hazardous Materials**

Betty Easley Conference Center
Southwood Campus, Room 152
4075 Esplanade Way
Tallahassee, Florida 32399-0950

October 2, 2009

The State Emergency Response Commission (SERC) for Hazardous Materials met October 2, 2009 in Tallahassee, Florida.

Those members present were:

Reuben Almaguer, Interim Alternate
Chair
Michael Jacobs
John Sherry
George Danz
Richard Smith
Richard Ward
Ozzie Morris

Nancy Stephens
Michael Murphy
Mark Tumlin
Ray Butts
Gary Weiss
Cindy Gennell
John Terry

Interim Alternate Chairman Ruben Almaguer called the meeting to order with the Pledge of Allegiance and called for a moment of silence for Mr. Frank Reddish who recently passed away and also for the military members serving in Iraq and throughout the world.

Chairman Almaguer then addressed the first item on the agenda, the approval the July 10, 2009 meeting minutes. A motion was made by Mr. Danz to approve the minutes as presented, was seconded by Captain Sherry and passed unanimously.

The second item on the agenda was approval of new member and alternate member appointments to the Local Emergency Planning Committees. A motion was made by Chief Murphy that all nominations be approved. The motion was seconded and passed unanimously.

The third item on the agenda was the Establishment of a Hazards Analysis (HA) Working Group. Ms. Shanti Smith gave an oral report regarding work group recommendations relating to the validity of the HA Scope of Work mainly pertaining to site visits. One of the main concerns coming out of discussion was the number of cell phone towers in remote areas and whether or not it should remain necessary to keep these facilities within the Hazard Analysis Scope of Work. After discussion regarding risk and concern for some of the towers being close to schools, businesses, and residential areas, a motion was made by Mr. Weiss to exempt site visits to cell towers that are in remote locations and greater than 1,000 feet from inhabited areas with an exception for new facilities which will require an initial site visit to verify information. The motion was seconded by Mr. Jacobs and passed unanimously.

The fourth item on the agenda was the International Fire Chiefs Association Fusion Center and Regional Incident Survey Teams Presentation. The agenda item was tabled by Interim Alternate Chairman Almaguer due to the absence of Mr. DeFrancesco.

Agenda item five was the Web HMIS system. Ms. Shanti Smith briefly described Web HMIS system functionality and introduced Mr. Rob Stoner, the program designer, who provided an overview of the program concept and functionality. Mr. Tumlin questioned Mr. Stoner regarding the system security and public records access. Chief Murphy had questions relating to facility data input that were fielded by Ms. Smith and Mr. Stoner. Chief Murphy commented on the system's ability to provide better information to the responders. Ms. Stephens questioned whether there would be adequate Web HMIS training to the facilities. Ms. Smith stated that a PowerPoint presentation will be developed and passed down to the LEPCs so that adequate local outreach for training could be facilitated. She further stated that the key emphasis for the first year of Web HMIS is to familiarize facility representatives on how to fill out the Tier 2 and pay fees online. Chief Murphy further commented on the fact that under F.S. 633 (Florida Fire Code), the agency having jurisdiction has the authority to require industry to file reports electronically. Chief Murphy stated that the Fire Marshals and the Florida Fire Chiefs Association are going to attempt to get the word out to industry through the local inspections to consolidate reporting into one easy format.

Item six was the Approval of the LEPC Plans. Mr. Tim Date reported that all 11 district LEPC Plans had been reviewed by staff and deemed compliant with current criteria and that approval of the plans was recommended. A motion was made by Mr. Weiss and was seconded by Ms. Gennell to approve the plans. The motion carried.

Agenda item seven was the consideration for approval of the SERC Award Nominations and Certificates of Appreciation. Mr. Date reported that the membership committee recommended approval of all submissions. Chief Murphy made a motion to accept the submissions which was seconded by Mr. Smith. Motion carried.

Item eight on the agenda was a report from the SERC Subcommittee on Training (SOT) given by Mr. Doug Wolfe. Mr. Wolfe commented on updates to their current project board. Under the resources section of the project board, Mr. Wolfe thanked Ms. Shanti Smith for her efforts in getting the SOT a prototype of the project board on the SERC webpage.

Under the publications section of the project board, Mr. Wolfe commented that the Radiological Response Model Screening Procedure was being revised and that Mr. Charles Boyd would be working on that to provide a draft for approval by the January meeting.

Under the Standards and Certification section, Mr. Wolfe reported that Part 1 of the Tox-Medic initiative was completed. Part 1 describes the roles and responsibilities for EMS responders to hazardous materials emergencies and ties to existing NFPA 472 and 473 guidelines for professional competency standards. Chief Murphy made a motion to approve the protocol and the motion was seconded by Mr. Weiss. The motion carried.

Mr. Wolfe reported on the Model Sampling Protocol which is a field screening protocol for suspicious powders. Mr. Wolfe thanked Mr. Jack Pittman from the Florida Department of Health for his assistance in helping to align all the existing protocols from FDLE and those from existing county comprehensive emergency management plans. Mr. Wolfe reported that the Subcommittee would have a draft or product by the January SERC meeting.

Mr. Wolfe reported that the Subcommittee received a briefing on Web HMIS and that the SOT would be working with fire chiefs and the State Fire Marshal's Office to assist in facilitating a smooth rollout of the system.

Mr. Wolfe recognized Mr. Dave Rogers from the gas industry for bringing a wealth of information to the response community to aid in response to LP/NG emergencies.

Chief Murphy commented on the Chemistry in Schools initiative and that it would be the topic of a conference call to be scheduled in the near future.

Mr. Smith recognized Mr. Wolfe and Mr. Charles Boyd for their nomination of Chair and Vice-Chair to the Subcommittee on Training.

Item nine was a report on the use of E-Plan. Ms. Shanti Smith reported on the use of E-Plan, its expansion statewide, and progress on integrating E-Plan with various CAD systems. Ms. Smith is continuing to work with Palm Beach County and with companies to ensure compatibility with E-Plan in future products, updates and patches to current 911 dispatch systems. Ms. Smith reported that Manatee County has recently come on board and was integrating E-Plan with their dispatch system. Additionally, another nationwide CAD company, Tiburon, was working with Orange County Sheriff's office to develop and enhance their system. Ms. Smith further commented that she was invited to present Florida's E-Plan initiatives to the U.S. EPA at their November national meeting in Baltimore, Maryland. She also reported that she had a sizable contingent which includes responders from each LEPC district going with her to the E-Plan users meeting in Dallas, Texas.

Ms. Smith reported that since the Department of Homeland Security is the funding source for the E-Plan project and due to the State's extensive use of E-Plan they have agreed to use the State of Florida as the test site for top-loading ACAMS in the very near future.

Interim Alternate Chairman Almaguer suggested that staff write an article on the E-Plan system citing best practices for those that might be less aware of E-Plans capabilities. Mr. Date noted that the SERC annual report might be a good placeholder for an article.

Agenda item ten was a report from the natural and propane gas industries. Chief Murphy commended Mr. David Rogers on his efforts to provide training to responders on understanding the industry role in response to LP/NG emergencies.

Item eleven was the Financial Status Report. Ms. Smith provided a financial status report on revenues received and expenditures incurred for the 2008-2009 fiscal year. There was a reduction in fee revenues compared to the previous year. Additional

outreach activity is being conducted by Mr. Sam Brackett and that may bring in more fee revenues in the future with an additional 205 facilities into compliance with the Emergency Planning and Community Right to Know Act, of those 79 fall within section 302 or Extremely Hazardous Chemicals that should have reported in the past. Ms. Smith also discussed the Chemical Safety Board's (CSB) findings on the T-2 plant explosion in Jacksonville and that it was up to the LEPCs and others to ensure that all facilities are properly reporting.

Mr. Richard Smith expressed concerns over the previous consideration of possible funding reductions to the counties for the hazard analysis updates citing responder safety as being a main focus of the SERC.

Interim Alternate Chairman Almaguer posed questions as to whether funds were cut. Ms. Smith noted that funds weren't but there were concerns over shortfalls. Interim Alternate Chairman Almaguer noted that he would not personally support any reductions and that any considerations should be brought to the Commission for discussion.

Interim Alternate Chairman Almaguer posed the question to both Ms. Smith and Ms. Angela Peterson as to whether budget authority from the legislature existed to move forth with the existing funds. Both acknowledged that authority did exist.

Next Mr. Michael Younger reported on recent hazardous materials incidents (for the last quarter) in the State of Florida. He referred to Memo #33-09 of the SERC meeting packet for anyone interested in more detail.

Then Mr. Younger noted a change in formatting to Tables 1 and 2 which cover chemical releases over the past few months. Mr. Younger pointed to graphs noting the number of incidents category. Mr. Jacobs suggested that reporting be corrected to reflect any injury or death related to just hazardous materials incidents. Ms. Stephens commented that the manufacturing community has a safety conference and that SERC could make a presentation based on the incident report and lessons learned. Ms. Smith requested that staff be made aware of the conference dates so that a presentation could be put together. Chief Murphy suggested that the SOT be involved in this activity.

Mr. Sam Brackett presented the update of staff activities and reports by section. Mr. Brackett referred Memo #34-09 and announced that new staff were on board with Mr. G.W. Lupton in the Risk Management Planning Section and Ms. Donna Ray in the Verification Section.

The final item on the agenda was an update of the meetings and activities conducted by the Local Emergency Planning Committees (LEPCs). Mr. George Danz reported on the LEPCs Chairs and Staff Contacts meeting held October 1, 2009. The first item, of two, brought to the SERC was a recommendation that February 14-20, 2010 be declared as Hazardous Materials Awareness Week. A motion was made by Mr. Weiss and seconded by Ms. Gennell to approve the proposed dates for Hazardous Materials Awareness Week. Chairman Almaguer commented that staff could be involved in

promoting this initiative by use of the website and other media. The motion carried.

Mr. Danz addressed the January, 2010 meeting and called on Ms. Kate Boer from District 10 to present details on the proposed meeting at Singer Island. She commented on rate and reservation information. Mr. Danz made a motion to hold the January 2010 meeting at Singer Island which was seconded by Mr. Jacobs. The motion carried. Interim Alternate Chairman Almaguer commended Ms. Boer on her efforts and commented on the necessity to hold meetings away from Tallahassee to increase public involvement from all areas of the State.

Mr. Danz noted that all other items were listed in Hazmatters.

Interim Alternate Chairman Almaguer solicited additional comments. Ms. Shanti Smith reported that she attended the Chemical Safety Board (CSB) meeting in Jacksonville to report the findings of the T-2 explosion. Ms. Smith reported that the findings pointed to lack of redundant safety features at the plant. The theme of the meeting was how well the responders from all levels of the city, county and state had worked together and that the CSB was using this example in meetings throughout the country.

Additional comment came from Ms. Gennell regarding tracking citizen comments and questions related to Right-to-Know and how well information is getting out to the public. Chairman Almaguer suggested that staff put together a package to be placed on the agenda for the next Commission meeting.

Chief Murphy reminded everyone as point of information that legal staff from the Department of Environmental Protection, Department of Health and SERC Counsel work together on the issue of who has statutory authority for indoor air monitoring of residential structures after a chemical release.

The next meeting of the State Emergency Response Commission (SERC) is scheduled for January 8, 2010 at Singer Island (Hilton Singer Island Resort).

With no further business or discussion, a motion to adjourn the meeting was made and passed unanimously.