

**State Emergency Response Commission
TRAINING TASK FORCE
Courtyard By Marriott
3435 North Atlantic Avenue
Cocoa Beach, Florida 32931
January 10, 2008**

Present:

LEPC 1: Richard Delp
LEPC 2: Richard Smith
LEPC 3: Dwayne Mundy (for Don Sessions)
LEPC 4: Jonathan Lamm
LEPC 5: Jamie Arleo (for Joe Schenk)
LEPC 6: Bob Coschignano (for Jerry Smith)
LEPC 7: Gary Weiss
LEPC 8: Scott Ehlers
LEPC 9: Doug Wolfe
LEPC 10: Dan Wouters
LEPC 11: Manny Cela
Mike Jacobs (Florida Department of Health)
Mike Murphy (Florida Fire Chiefs' Association)
Phil Wieczynski (Florida Department of Environmental Protection)
Frank DeFrancesco (Florida Association for Hazardous Material Responders)

I. Introductions

Mr. Doug Wolfe opened the meeting with the pledge of Allegiance. He also asked for a moment of silence for our troops serving to protect us and everyone in attendance to introduce themselves.

II. Florida Association For Hazardous Material Responders (FLAHR) Update

Mr. Frank DeFrancesco announced that the Florida Hazardous Material Responders (FLAHR) Biennial meeting will be held January 24, 2008 in Jacksonville, Florida. Mr. DeFrancesco reported that the FLAHR is participating in a statewide committee for response to radiation and nuclear events. The FLAHR is also participating on the State Catastrophic Planning Committee along with the Florida Department of Environmental Protection and a hazardous materials component is being incorporated into the plan.

Mr. DeFrancesco mentioned that the FLAHR has been working on two Standard Operating Procedures (SOP) documents. The first being a draft document for baseline Medical Surveillance Standard Operating Procedures (SOP). Mr. DeFrancesco requested that any suggested changes to the draft document be submitted to him no later than March so a final draft can be presented for approval at the next TTF meeting.

The second draft SOP is on Resource Typing for hazardous materials response teams. Mr. DeFrancesco noted that the SOP was distributed for comments and he said the only feedback received indicated the need for a Toxmedic to be included as a hazardous materials response team member. Mr. DeFrancesco again asked that any final comments be submitted to him so a final draft can be presented for approval at the next TTF meeting. He also noted that the TTF is working to define what services a Toxmedic may provide as a team member. Mr. Wolfe stated the SOP is not the actual Resource Team Typing document developed by FLAHR but a SOP on the level of services that FLAHR thinks a Type II or Type III team should be able to provide. Mr. Wolfe noted that the TTF will use the SOP as a guide in revising the hazardous materials response team assessment tool.

III. Membership Policies/Guidelines

Ms. Leslie Anderson-Adams, Department of Community Affairs Assistant General Counsel, said the revised "State Emergency Response Commission Policies for the Training Task Force" are acceptable as written. Ms. Anderson-Adams then referred the TTF to a memo from Thomas Congdon, the Division of Emergency Management attorney, recommending that the TTF be established in a formal manner through statutory amendment to Chapter 252 Section .83, Florida Statutes. Ms. Anderson-Adams noted that under Chapter 20, Section .03 the TTF can exist if the State Emergency Response Commission (SERC) reauthorizes the TTF to continue its work on an annual basis. Ms. Anderson-Adams mentioned that since the (SERC) assigned new tasks to the TTF in the past, the opinion was the SERC was authorizing the continuance of the TTF in a less formal manner under Chapter 20, Section .03, Florida Statutes. Ms. Anderson-Adams said that amending Chapter 252 Section .83, Florida Statutes would remove any doubt about the legality of the TTF to exist and she suggested the TTF consider presenting the recommendation to the SERC for consideration. A discussion took place regarding the State of Florida Sunshine Law and whether it applies to TTF members acting under Chapter 20, Section .03, Florida Statutes. Ms. Anderson-Adams said she would research Sunshine Law as it applies to the TTF in its current (less formal) existence. The TTF tabled the SERC policies for the TTF and the statutory issues until an opinion on Sunshine Law requirements is rendered by legal staff.

IV. 2007-08 Strategic Plan Action Items

Mr. Wolfe discussed the strategies/goals and objectives and recommended consolidating the list of projects for the 2008 year. Mr. Wolfe explained that the Training Task Force would not go through each project but would identify if there was progress on objectives and what further efforts were needed to complete the projects. Mr. Wolfe identified the projects that were complete and the projects that were on hold pending the receipt of additional information.

Mr. Wolfe provided the Training Task Force an update on placing TTF model policies and procedures on a secure portal. A discussion followed about whether there were any problems related to posting and accessing the documents on the Homeland Security

Information Network (HSIN). A motion was made to post all TTF model policies and procedures on the Homeland Security Information Network. The motion was seconded and approved unanimously. Mr. Wolfe asked everyone get the word out that the policies and procedures will be posted in HSIN and encourage all hazardous materials planners and response personnel to apply for access to HSIN through their Regional Domestic Security Task Force.

Mr. Wolfe asked if any progress was made on accessing the CAMEO hazards analysis data through the State Emergency Operations Center Mapper (SEOC Mapper) program. Mr. Tim Date stated that giving hazardous materials planners and response personnel access to SEOC Mapper would not be a problem. However, Mr. Date noted that building a statewide hazards analysis database is a multi-year project which won't be completed in the near future. Mr. Phil Wiczynski mentioned that posting and providing access to hazardous materials data in E-Plan is another option. He also noted that the SERC is considering using E-Plan to post hazardous materials data collected by the state. Mr. Date added that E-Plan also allows the user to export hazardous materials data into CAMEO.

Mr. Wolfe reported that the Training Task Force is continuing to work on the Medical Surveillance Guidelines and the Mass Casualty Decontamination Assessment initiatives and the final draft documents may be ready for consideration at the next TTF meeting.

Mr. Wolfe briefed the Training Task Force on the development, purpose and application of the National Fire Protection Association (NFPA) 472 guidelines and the revisions to those guidelines. Mr. Wolfe mentioned that changes would be necessary to the SERC approved Florida Hazardous Materials Training Guidelines due to the revisions of NFPA 472. Mr. Wolfe noted that Awareness level training and Technician level training competencies would be virtually unaffected and the biggest changes occurred in the Operations level training. He indicated that basic air monitoring was moved from a Technician level competency to an Operations level competency. NFPA 472 revisions defined a set of core competencies that everyone must meet and developed eight mission-specific competencies directed toward personal protection, detection, sampling, evidence gathering and mass casualties decontamination. Mr. Wolfe stated that there were no major changes in the Hazardous Materials Technician competencies and the Incident Commander competencies. In summary, Mr. Wolfe stated that the Training Task Force needs to revise the SERC approved Awareness and Technician level training guidelines to comply with terminology changes and the Operations level training guidelines need significant revamping. Mr. Dwayne Mundy asked if the revisions impacted the Homeland Security Exercise and Evaluation (HSEEP) target capabilities list. Mr. Wolfe responded that the HSEEP target capabilities list does not directly align with the revisions. However, the revisions committee did take the list into consideration during the revision process and the target capabilities should tie in very closely with the revisions to NFPA 472. Finally, it was noted that there is a fee for downloading the revised NFPA 472 document and everyone needs to be aware that it is a copyright protected document.

Mr. Wolfe asked if there was an update on the Field Operations Guide or the Flier for Facilities projects and it was noted that an update on both projects will be provided at the next TTF meeting. The due date for a draft of the revised Hazardous Materials Team Assessment Tool was pushed back until July 2008 with a release date of January 2009.

Mr. Gary Weiss reported that the Local Emergency Planning Committees identified their top training needs as Clandestine Drug Laboratory and Chemistry courses. Mr. Bill Lofgren stated that the St. Petersburg College provides a Clandestine Drug Laboratory course for free unless there is significant travel involved and the college may require travel related expenses be covered.

Mr. Wolfe indicated that many first responders in the state missed an opportunity to make application for the Commercial Equipment Direct Assistance Program grant out of the Department of Homeland Security. Mr. Wolfe mentioned that the Commercial Equipment Direct Assistance Program grant cycle will start in April, 2008. Mr. Wolfe noted that there is a need of educating through the Local Emergency Planning Committees about how to access the Commercial Equipment Direct Assistance Program grant process. Procedures will be instituted to ensure that all available grant funds are applied for in the future.

Mr. Mike Murphy noted that the National Fire Protection Association revisions are complete and ready for analysis for current documents and a meeting has been call in conjunction with Fire Rescue East on January 24-26, 2008 in Jacksonville, Florida. The purpose of the meeting will be to discuss the development of a curriculum model for "Tox-Medic".

Mr. Dan Wouters reported on the Florida State Fire College Hazardous Materials Technician Recertification Competencies. Mr. Wouters suggested that the competencies be re-typed and properly formatted. A motion was made for the Recertification Competencies to be brought to the State Emergency Response Commission at the next meeting in April. The motion was seconded and approved unanimously.

Finally, Mr. Wolfe pointed out that the Mass Decontamination Competencies and equipment list will be circulated electronically before the next meeting.

V. Florida Department Of Health Conference Call

The Florida Department of Health representatives met with Mr. Wolfe on a conference call to determine how the Department could better met the needs of hazardous materials responders and better integrate into the response community. Mr. Wolfe mentioned common points of interest such as the need to be inform on radiation, environmental and health issues. Mr. Wolfe recommended that the Training Task Force look into entering into inter-local agreements or memorandum of understanding with local hazmat teams in which the hazmat teams would be invited to put their local health members on the team to train with them. Mr. Wolfe emphasized that this needs to be a local action.

VI. Other Business

Mr. Murphy indicated that an issue arose about Liquid Petroleum/Natural Gas company responders who come to an emergency scene to make repairs without appropriate gear. Many of the responders are contractors and have little regard for personal protective equipment and other protection. Mr. Murphy recommended that the Training Task Force request the State Emergency Response Commission assistance. The goal of the Training Task Force is to get the industry to regulate itself by setting safety standards, providing training, and credentialing of contractors and company response personnel. Mr. Wolfe suggested that the Training Task Force include this issue on the project matrix.

Mr. Wouters stated that the Interoperable Communications frequencies were sent out and that the Florida Department of Law Enforcement and the Florida Department of Forestry assisted in closing the gap in frequency allocation.

VII. Issues For The State Emergency Response Commission (SERC)

Mr. Wolfe noted that there were no issues that had to go before the SERC.

VIII. Schedule Next Meeting

The next meeting will be held on April 3, 2008 in Tallahassee.

IX. Adjournment

With no further business, the meeting was adjourned.