

**LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)  
CHAIRS/STAFF CONTACTS MEETING SYNOPSIS**

**Betty Easley Conference Center  
Southwood Campus, Room 166  
4075 Esplanade Way  
Tallahassee, Florida 32399**

**April 2, 2009**

**In Attendance:**

Jennifer Hobbs, Acting Chair

Shanti Smith

Leslie Anderson-Adams

Manny Cela

Kate Boer

Chris Bushman

John Gibbons

Bruce Porter

John Meyer

Scott Ehlers

Gary Weiss

Chuck Carter

April Raulerson

Mike Arnold

David Cooper

Jason Taylor

Dwayne Mundy

Chris Rietow

Lou Ritter

Jim Crumlish

John Gallagher

Tim Date

Mike Murphy

Acting-Chair Jennifer Hobbs called the Local Emergency Planning Committee (LEPC) Chair/Staff Contacts meeting to order, followed by the Pledge of Allegiance. She welcomed everyone, and had all in attendance introduce themselves.

**Subcommittee on Training (SOT) Update**

Chief Mike Murphy reported that all items were reviewed and discussed at the Subcommittee on Training (SOT) meeting. Items of interest were a letter to be drafted by the Subcommittee on Training to the Transportation Security Administration (TSA) concerning chlorine safety and security and offering the LEPCs to be used as a beta testing arena. Chief Murphy announced that the next conference call on the Hazardous Materials Medical Protocols will be at 10:00 a.m. on April 30, 2009.

**District Reports**

In addition to what was included in HazMatters, the districts reported the following.

**District 1:** Mr. John Gallagher for Mr. Richard Delp and Mr. Jim Crumlish reported. Mr. Gallagher reported they are planning a tank car release tabletop exercise and some Hazmat IQ training in conjunction with District 2. They are also looking to conduct a How-to Comply program for training and review of policy and procedures of training with the possibility of using contractors instead of volunteer trainers. A teleconference was held to discuss distribution of the LEPC brochure to all the Section 302 facilities in the district.

**District 2:** Mr. Chris Rietow reported the District 2 LEPC was contacted by DEP to assist with the Environmental Response Team full-scale exercise being held April 14-15, 2009 at the Pat Thomas Law Enforcement Training Center. The exercise scenario uses an actual semi-trailer filled with drums and containers and will encompass the use of two Forensic Response Teams in conjunction with the ERT.

**District 3:** Mr. Dwayne Mundy reported that the EPA was putting together user exams for CAMEO and ALOHA and that he was assisting with the ALOHA user exam. A COOP exercise was conducted for the RPC. Mr. Mundy conducted a 3-hour overview of HSEEP for the Intermediate EM Academy. The LEPC voted to support electronic submission of Tier 2 reports and also endorsed chemical/chemistry education for next year's Hazardous Materials Awareness Week. The LEPC is working on putting together a seminar for Concentrated Animal Feeding Operations to help them with their reporting of ammonia wastes from chickens and cows. The LEPC also participated in a health fair with Red Cross. Mr. Mundy corrected the date for the next LEPC meeting to May 21, 2009 and not April 21 as reported in HazMatters.

**District 4:** Mr. Jason Taylor reported on training conducted. The LEPC conducted a series of workshops on How-to-Comply as a Section 302 facility outreach project. Mr Taylor advised that the workshops were well received with about 50 people attending. Lt. John Scott of Jacksonville Fire-Rescue conducted a 1-hour overview of electronic Tier 2 submittal at the workshops.

**District 5:** Chief David Cooper reported that he has mailed letters to emergency managers and fire departments in District 5 regarding utilization of E-Plan. Mr. Michael Arnold reported they have firm dates for 3 courses and are considering 2 additional courses. Confirmed courses are an 8-hour HazMedic Course on June 8, 2009, a 24-hour HazMedic course June 29-July 1, 2009 and an Incident Command for Hazmat course from July 6-8, 2009. Additional courses being considered are a CAMEO course and a 24-hour Air Monitoring course. Mr. Arnold briefly discussed problems relating to Tier 2 submittals.

**District 6:** Ms. Jennifer Hobbs reported that she would be attending the TRI class being put on by EPA. Ms. Hobbs deferred District reporting to Ms. April Raulerson. Ms. Raulerson reported that the LEPC will be conducting 3 one-day Air Monitoring classes at the Clermont Fire Department in Lake County April 21, 22 and 23, 2009. Ms. Raulerson reported on the 3 How-to-Comply workshops held in January noting that a better understanding of EPCRA compliance was gained by the attendees. Ms. Raulerson briefly discussed the Toxic Industrial Chemicals/Toxic Industrial Materials (TIC/TIM) conducted by Patrick Air Force Base and the related interview with the Patrick officials, new webpage for the LEPC and movement to their new Altamonte location. The next LEPC meeting is April 17, 2009.

**District 7:** Mr. Gary Weiss deferred to Mr. Chuck Carter. Mr. Carter reported that he is training a new employee that will be assisting with Tier 2 submittals. Mr. Carter reported that as part of Hazardous Materials Awareness Week, he had the opportunity to speak with the Lakeland Ledger regarding process and disposal of florescent light tubes. Mr. Carter spoke of a training event April 14-16, 2009 with ACT and with local emergency responders from Bartow and Sebring. The training will emphasize not only the emergency responders but also leadership

elements in a unified command tabletop exercise. Also included in training is work with the City of Lakeland for an anhydrous ammonia leak scenario. The next LEPC meeting is May 21, 2009.

**District 8:** Mr. Scott Ehlers deferred to Mr. John Meyer. Mr. Meyer reported that the Planning Subcommittee is working on the hazardous materials section of the Florida Business Survival Kit. He also reported that the LEPC visited the Desoto Elementary School located near the Port of Tampa and met with 50 parents to discuss what to do in the event of a spill at the port. Training for the LEPC includes a Chlorine Safety training course in May and an Air Monitoring and Detection course in June. The next LEPC meeting is scheduled for May 27, 2009.

**District 9:** Mr. Bruce Porter deferred reporting to Mr. John Gibbons. Mr. Gibbons discussed the success of the workshop conducted on January 20, 2009 and stated that although only 12 persons attended he got 2 individuals to join the LEPC. He apologized to the LEPC staff regarding the late arrival of the CAFO collection bags to the various LEPCs. He noted that pictures of the Thomas Yatabe awards ceremony were sent to all districts and he asked if anyone needed additional copies. Mr. Gibbons reported on upcoming training that includes an Air Monitoring course, Chemistry, and a HazMat IQ course scheduled for June 17, 2009. He thanked members for information on a prayer (invocation) initiative.

**District 10:** Ms. Kate Boer reported that District 10 is working on training to include Chemistry, AHLS (Advanced Hazmat Life Support), NIMS (ICS 300/400), ToxMedic Refresher, Hazmat IQ, and their biennial exercise that will possibly include CSX or Florida East Coast Railroads. She announced that she had finished the St. Lucie County Hazard Analyses. Ms Boer also mentioned the possibility of OSHA coming out with more stringent guidelines for the 8, 24 and 40-hour courses.

**District 11:** Mr. Manny Cela reported on the Quality Control of Submitted Tier II Information planning project. He mentioned that the LEPC had a successful Hazardous Materials Awareness Week and that they were successful in getting information out to schools. Mr. Cela advised that the LEPC is planning a couple of classes in Miami-Dade County and are trying to plan some upcoming training in Monroe County in Key West on May 5, 2009 and in Marathon on May 6, 2009. The next LEPC meeting is scheduled for June 3, 2009.

## **OTHER BUSINESS**

### **Distribution of HMIS Data**

Mr. Tim Date reported that a CD containing Hazardous Materials Information System (HMIS) data was distributed to LEPC staff prior to the meeting. Mr. Date also mentioned that Hazardous Materials Awareness Week was very successful this year with the work concentrating on a single topic. A discussion of a single theme and dates for the next Hazmat Awareness Week will be discussed during the next LEPC Chairs/Staff Contacts meeting. Mr. Date reminded that we are at the midpoint as far as the HMEP contract year and advised that SERC staff need to know if all grant money will be spent.

## **Introduction of New FDEM Staff Member**

Mr. Date also introduced Mr. Louis Ritter, Jr. who will be working with LEPC Districts 1, 2, and 3.

## **Florida HMIS**

Ms. Shanti Smith reported the new online reporting system is presently being Beta tested. The program is designed to show container type, amounts, correct lat/long info, etc. 157 facilities have tested the system. Access is available to LEPCs, Hazmat, Emergency Managers and others with the need to know with secure login and password. A discussion and questions regarding training, fielding, and system overlaps by several members were fielded by Ms. Smith and Mr. Date.

## **E-Plan**

Ms. Shanti Smith provided an overview of the current progress of E-Plan implementation. She is currently working with Palm Beach County to develop a “back-door” to E-Plan for dispatch centers so that when an address or facility is input by the dispatcher it will flag hazmat on site for dissemination to first responders. Ms. Smith advised that Mr. Chuck Tear has volunteered to fund development for his own system in Palm Beach County as well as Volusia, Flagler, Manatee and Lee Counties so that small, medium and larger counties can be accurately represented. Ms. Smith further advised that Mr. Tear suggested that E-Plan implementation could be put into the County Emergency Management Scope of Work to require that each emergency manager work with their respective dispatch center to implement E-Plan. Ms. Smith entertained questions or comments regarding the system. Mr. Arnold addressed misalignment between categories of HMIS and E-Plan. A discussion of panel members addressed lat/long issues and manually fixing incorrect information.

## **Annual Reports**

Ms. Smith advised that the annual reports have been printed and advised that due to inclement weather, each member may drive up to the circular drive at the Sadowski Building where Isabel Parker will distribute the material.

## **LEPC Membership Categories**

Mr. Michael Arnold handed out a summary document describing what members decided regarding membership categories. There was a lengthy discussion by those present at the LEPC Chairs/Staff meeting regarding combining membership categories, local option categories, interested citizen and retired categories. After further discussion and clarification a motion was presented by Chief Bushman for approval and seconded by Ms. Boer. After discussion of further terminology issues, the motion carried.

Chief Bushman also suggested that the SERC send a letter to EPA recommending updating membership categories such as emergency management versus civil defense and EMS versus first aid. A motion supporting the suggestion was presented by Mr. Carter. The motion was seconded and carried.

### **FSU Training and Exercises**

Ms. Audrey Heffron described training and exercise programs available through Florida State University designed to assist emergency management and other agencies. She further described what types of exercises and available funding mechanisms.

### **ISSUES FOR STATE EMERGENCY RESPONSE COMMISSION (SERC)**

Acting-Chair Ms. Hobbs discussed support of issues to be presented to the SERC which included the TSA letter, medical protocols, SOT membership guidelines and the letter to EPA. Mr. Weiss made a motion to support the SOT proposals. The motion was seconded and carried.

### **Next Meeting**

An announcement was made that the next LEPC Chairs/Staff Contacts meeting will be held July 9, 2009 in Tallahassee. A motion to adjourn the meeting was made, seconded and carried unanimously. With that the meeting was adjourned.