

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)
CHAIRPERSONS/STAFF CONTACTS SYNOPSIS

July 11, 2008

Department of Environmental Protection
Carr Building, Room, 170M
3800 Commonwealth Boulevard
Tallahassee, Florida 32399

Those members present were:

George Danz, Chair	Laura Beagle
April Raulerson	Chuck Carter
Manny Cela	Bill Lofgren
Richard Delp	Bruce Porter
Juan Lemos	John Gibbons
Richard Smith	Kate Boer
Chris Rietow	Leslie Anderson-Adams
John Sherry	Edye Rowell
Terry Joseph	Dwayne Mundy
Lee Newsome	Erika Wiker
Ray Ashton	Jason Taylor
Mike Murphy	Milton Hill
Jennifer Hobbs	Michael Arnold
Jeff Alexander	

INTRODUCTIONS

Chairman Danz called the Local Emergency Planning Committee (LEPC) Chair/Staff Contacts meeting to order followed by the Pledge of Allegiance.

Next in order was introduction of LEPC members and alternate staff.

TRAINING TASK FORCE UPDATE (TTF) - Mr. Doug Wolfe

Mr. Wolfe stated conference calls have been conducted over the past two and a half months. The TTF has been conducting monthly conference calls to push projects forward, and the conference calls have been very successful.

Within a two and a half month period the TTF has completely revised the Florida Hazardous Type III & Type II Hazardous Materials Team Assessment Methodologies. The Assessment Methodologies were revised so the State Fire Marshal's Office could utilize it as a self evaluation tool as part of the contractual arrangement with the Hazardous Materials Unit. The revised Assessment Methodologies will go to the State Emergency Response Commission (SERC) on July 11, 2008 for approval.

At today's meeting one of the first agenda items was the TTF Membership Guidelines. A change has been recommended on how the TTF is structured. It was determined that if an administrative order was changed to allow the SERC to designate a working group for the TTF, there would be a life limit of three (3) years. As a result of this, the Division of Emergency Management (DEM), Legal Department has recommended that Director Craig Fugate develop a working group which would support the SERC. The working group would be covered under the Sunshine Law requirements, but there would be no life limit restrictions. The SERC would have to re-appoint members annually, and the working group would operate as an administrative function of DEM instead of a regulatory function subject to state regulations.

Tim Date stated that the SERC would not have to authorize the TTF every year. Attorney Leslie Anderson-Adams added that in theory by not calling the group a "title" that is life limited under Chapter 20, of Florida Statutes, the group will not fall under a time limited category. Doug Wolfe stated the Training Task Force title may have to go away. The TTF membership guidelines will be reviewed and revised as needed, after a decision is made by the SERC on July 11, 2008.

Mr. Wolfe reports that a couple of projects during the TTF conference calls had to be tabled, e.g., revising the Public Sector Training Guidelines that deal with tox-medic issues - in the best interest of getting the assessment methodologies done. Two hot button items on the TTF project board are included in the SERC agenda package. The TTF discussed at length the LP & MG Gas Industry. The Task Force is looking to the LP & MG Industry to provide a credentialing process to their personnel. The purpose of the credentialing is to make known to emergency responders the level of training and capabilities of LP, or MG Gas Industry representatives in the event of a multi-jurisdictional emergency response. The LP & MG Gas Industry expressed they didn't want to do the credentialing process. The TTF has requested a copy of the industry standards that guide how they operate in regards to safety. The TTF will digest the safety standards down into a quick reference to the Fire Service.

The Florida Fire Chiefs will distribute this information to first responders so they can be aware of safety practices expected from LP, or MG Industry workers or sub-contractors. The safety standards should define what type of personal protective equipment the workers should be wearing, and how they should be integrating into the Incident Management System. The TTF's desire is to make sure the Fire Service is screening industry workers for personal protective equipment use in IDLH and potential IDLH environments. The bottom line is safety.

On the next two (2) conference calls the TTF will be working on the Tox-Medic Initiative. The priority strategic item is to get guidelines out for training of Hazardous Materials Paramedics. The next conference will be specifically geared to completing this item.

There are five (5) items going before the SERC:

(1) Capabilities Assessment Tools for Type III and Type II Hazardous Materials Response Resources (2) Medical Surveillance Policies (3) District HazMat Team Level of Service Policies (4) Annual Technician Refresher Certification Check-off Lists (5) A letter of request to the Emergency Management Institute requesting a representative of the Florida SERC, or TTF participate in the development of the new Hazardous Materials Emergency Planning (HMEP) Training Guidelines. Additionally, this will aid in the development, and revision of our training guidelines.

The next conference call is scheduled for July 31, 2008 at 10:00 a.m. The conference call will be noticed through the Florida Administrative Weekly. The most discussed items will be the Natural Gas and LP issue, and the Tox-Medic issue.

Chair George Danz motioned to support the 5 recommendations from the TTF. The motion was second by Richard Smith. The motion was carried unanimously.

There was a brief discussion on TTF travel reimbursement.

DISTRICT REPORTS

DISTRICT 1

Richard Delp reports they are doing a Commodity Flow Study as their planning effort. They are trying to expand the study to include local air and waterways. District 1 participated in two (2) small scale exercises; Regional Domestic Security Task Force (RDSTF) Training and local training exercises in Santa Rosa County.

DISTRICT 2

Chris Rietow reports they held their bi-annual exercise on June 12, 2008. They coordinated with CSX Railroad to do a multi-functional / jurisdictional table top exercise. Two (2) HazMat IQ Training courses are scheduled for July 24 - 25 in Tallahassee. District 2 also has approximately four (4) awareness level courses upcoming this fiscal year.

DISTRICT 3

Dwayne Mundy spoke on addressing E-Plan with local county Emergency Management Offices within District 3. Dwayne and Chuck Carter have been instructing classes in coordination with the Governor's Hurricane Center. Other courses offered are the ERG - Awareness Level, and Train the Trainer - Awareness Level. Dwayne attended the North American Hazardous Materials Management Association Conference and conducted a lecture on CAMEO. District 3 has been communicating with Department of Environmental Protection (DEP) about themes for Hazardous Materials Awareness Week.

DISTRICT 4

Ray Ashton officially introduced Jason Taylor as their new Staff Contact for the Northeast Florida Regional Council. Jason replaces Heather Golightly in this position. District 4 sponsored two (2) St. Johns County personnel to attend the International HazMat Conference in Baltimore, MA. A briefing of the conference will be given by personnel at the District's next LEPC meeting. The LEPC is also sponsoring an AHLS Tox-Medic Instructor Provider Course on July 30 – August 1, 2008 in Jacksonville, Florida.

DISTRICT 5

Michael Arnold reports that District 5 utilized training funds that were not earmarked by working with State of Florida, DEM staff. Additionally the LEPC worked with the RDSTF staff to maximize training resources. Marion County Fire Rescue ran an evaluated drill by using Special Operations & HazMat teams. Michael Arnold noted the LEPC worked jointly with other agencies to execute the goals of the drill. District 5 also held their full scale table top exercise in Hernando County. Marion County Fire Rescue will sponsor a three (3) day CAMEO course on September 2 – 4, 2008. Milton Hill is retiring and will no longer be filling the position of Chair for District 5. Milton plans to remain after with the LEPC.

DISTRICT 6

April Raulerson reports they will offer Introduction to CAMEO courses over the span of nine (9) consecutive days in September 2008. Their bi-annual exercise (table top) will take place in Osceola County on December 9, 2008. The City of Winter Park table top exercise was re-scheduled to take place on July 17, 2008. The District is also putting together awareness and operations classes for the Region in the upcoming months.

DISTRICT 7

Chuck Carter reports District 7 participated in a Table Top Exercise with the Southwest Florida RDSTF. Gene O'Neal, the Emergency Management Director for Okeechobee County has retired. Mike Faulkner is now filling this position.

DISTRICT 8

Bill Lofgren reports District 8 is currently working with Hillsborough County Emergency Management, and the U. S. Department of Transportation (U.S. DOT), Pipeline Hazardous Materials Safety Administration. District 8 is interested in hosting a round table discussion with these agencies on emergency response procedures concerning anhydrous ammonia incidents. This discussion is related to an ammonia pipeline incident that occurred in Tampa, Florida. A tentative date for the round table discussion will be the last week in August 2008. The U. S. Environmental Protection Agency (EPA) is sponsoring a Region 4, Chemical Emergency Conference in Savannah, Georgia the last week in August 2008.

DISTRICT 9

John Gibbons reports District 9 conducted a bio-terrorism course. The course covered topics e.g., recognizing bio-terrorism incidents of blood born pathogens, and how to protect your building from terrorist attacks. The District 9 LEPC made a recommendation to recognize departing members with five (5) years or more of service with an award / plaque, and members serving least than five (5) years with a certificate. District 9 needs a benchmark to aid in building a city scale model for the purpose of training emergency responders, and to allow Section 302 water treatment facilities to work with emergency responders. The Department of Environmental Protection (DEP), Fort Myers, suggested to the LEPC to consider building a model to address training safety initiatives. John Gibbons requested that LEPC staff contact him with information, ideas and comments on the city scale model project.

DISTRICT 10

Kate Boer reports District 10 is building a shelter and placement model. The Florida Pipeline will be doing a presentation at their next LEPC meeting on August 7, 2008. Kate noted they are soliciting free training due to depleted HMEP Training Funds. Their committee will hold their first meeting to plan a bi-annual exercise. Kate Boer expressed the need for a "safety" category for LEPC occupational categories. There was a brief discussion on the occupational safety topic and regional LEPC memberships.

DISTRICT 11

Manny Cela reports they held a Clandestine Drug (Awareness-Level) Class on May 28, 2008. On June 19, 2008 they held a Chemical Compatibility and Storage Class. On June 12, they held their LEPC / HMEP Table Top Exercise. Manny noted the exercise was very useful and multi-functional / multi-jurisdictional. Manny also stated the District will be having a field exercise in late summer 2008. Chuck Carter assisted District 11 with two (2) Homeland Security Exercise Evaluation Program (HSEEP) courses that were not funded by the LEPC. District 11 worked with the RDSTF on several exercises that were not LEPC funded. District 11 (LEPC) voted on two (2) Green Initiatives. The LEPC will now hold meetings quarterly instead of six (6) times per year to save on travel time and expenses. Additionally, the LEPC decided to do away with printed documents as much as possible. Most paper documents can be viewed and downloaded from the Regional Planning Council's official website.

OTHER BUSINESS

- a. Hazardous Materials Information System CD'S were not available for distribution at LEPC meeting time due to technical problems with State of Florida software. When the problem is fixed CD's will be mailed to each District.
- b. Tim Date stated an invitation was extended to a U. S. DOT, Washington, representative - to speak on HMEP Grant Funding. Unfortunately, the representative was not able to attend. There was discussion on grant funding increases for the upcoming fiscal year. Mr. Date stated he could not comment on, nor confirm such increases until official paperwork is received from U.S. DOT.
- c. Tim Date reminded staff that Bi-Annual LEPC Election of Officers should take place at each District's next LEPC meeting.
- d. Tim Date reminded staff to have ready for submission their award nominations by August 2008. Additionally, each District should nominate a Thomas Yatabe Award recipient. The SERC committee will approve the award nominations at the October 2008 meeting.
- e. District 8 Bi-Annual Exercise Overview
Presentation by Erica Wiker, RDSTF Planner for Region 4

The bi-annual exercise started out as a collaborative training request from the Pinellas County Sheriff's Office (PCSO). The PCSO's goal was to focus on forensic training for their Incident Management Team. The Regional Domestic Security Task Force joined the exercise. The LEPC and RDSTF expanded the exercise to include a hazmat (extremely hazardous substances) and explosives scenario. Additionally, many key players were added. The players were District 8 LEPC, Bureau of Alcohol, Tobacco, Fire Arms and Explosives, Pinellas County Emergency Management (HazMat Unit), Federal Bureau of

Investigation, Regional Domestic Security Task Force, and Department of Environmental Protection. Exercise goals were to ensure that all players were communicating, and effective utilization of the Incident Command System (ICS). Another exercise goal was to test the functionality of Pinellas County HazMat Unit.

- f. There was in-depth discussion on E-Plan Policy. Members asked for detailed guidance on Sections I A., B., & C. of the policy. The LEPC members had a constructive dialog on defining who has access to E-Plan, the designee approval process, security issues, administration of the plan, and legal issues. There was discussion on whether the plan should be tabled until the next SERC meeting. Michael Arnold made a motion to move forward with E-Plan approval. The motion was second by Many Cela. The motion was not carried unanimously; however Chair George Danz used his discretion to move forward with E-Plan Policy approval.
- g. George Danz reported for Mike Jacobs in his absence – Mike suggested that Department of Health, Environmental Health Strike Teams, have a member sit on each District’s LEPC. George Danz agreed with this idea, and encouraged individuals to begin the LEPC membership application process.
- h. Dwayne Mundy made a motion to use mercury fluorescent tubes as a unifying theme for Hazardous Materials Awareness Week in January 2009. The motion was second by Chuck Carter and Mike Arnold. The motion was carried unanimously.
- i. Chris Rietow asked for clarification on the distribution of Emergency Response Guides within Districts? There were some concerns due to delivery complications in the past. Bill Lofgren suggested that a more uniform point of distribution is needed.
- j. Tim Date introduced the following new staff to the LEPC:

Laura Beagle	Deputy Bureau Chief	Division of Emergency Management
Gene Davis	Compliance Planning	Division of Emergency Management
Paula Shea	Risk Management Planning	Division of Emergency Management

SCHEDULED NEXT MEETING - October 2, 2008 Tallahassee, Florida
MEETING ADJOURNED at 3:36 p.m.