



LEPC MEETING RECAP

TAMPA BAY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) DISTRICT VIII, MEETING September 19, 2012

CALL TO ORDER - Scott Ehlers chaired the meeting and called the meeting to order at 10:31 a.m. Following a brief introduction of attendees, everyone stood and recited the Pledge of Allegiance. With 30 members and/or their Alternates present, it was acknowledged that a quorum was present (nine members constitute a quorum). Chair Ehlers welcomed the LEPC members as well as the 19 attending from the public.

APPROVAL OF MINUTES - The Chair inquired whether there were any suggested additions, subtractions or modification(s) to the *Minutes* of the May 30, 2012 LEPC meeting. Hearing none, the Chair asked for motion to approve the *Minutes*. Steve Simpson moved and Jonathan Kemp seconded the motion. The *Minutes* were approved unanimously on voice vote.

LEPC DISTRICT 8 MEMBERSHIP CHANGES - LEPC Staff Coordinator John Meyer indicated that the membership modifications requested in conjunction with the July 13, 2012 SERC meeting were only tentatively approved since a quorum of the SERC was not present. Official ratification of the modifications is expected at the next SERC meeting (i.e. October 12, 2012). The membership changes/additions requested were: Jeff Patterson/Hillsborough County Emergency Management (“Alternate”); Bryan Cook/Tampa Bay Times (“Alternate”); and JoAnn Chambers-Emerson & Cynthia Lewis-Younger as the “Primary” & “Alternate” (respectively) for Tampa General Hospital/Florida Poison Information Center. The following additions will also be considered in association with the October SERC meeting are: Betti Johnson and William Wynne as the “Primary” & “Alternate” (respectively) for the TBRPC/RDSTF; and SFC Christopher Barton/48th Civil Support Team (“Alternate”).

RECAP OF QUARTERLY STATE EMERGENCY RESPONSE COMMISSION (SERC) MEETINGS - Mr. Meyer stated that a detailed Recap of the discussion and/or action items associated with the July 12-13, 2012 SERC Quarterly meetings, held at the Aloft Hotel/Tapestry Park in Jacksonville, was included in the LEPC Agenda materials and additionally are available on the LEPC website.

Chair Ehlers recognized that Mr. George Danz recently announced his resignation LEPC District #11 as well as his position as the “LEPC Chair of Chairs” due to his relocation to the Ft. Myers/Naples area. Mr. Danz has always represented the LEPCs in his many years of public service. Chair Ehlers announced that Ms. Jennifer Hobbs of the East-Central Florida LEPC will now serve as the LEPC Chair of Chairs. Having the privilege of serving alongside Mr. Danz for several years, Mr. Bill Lofgren echoed Chair Ehler’s sentiments.

Mr. Meyer shared the following summaries regarding the Training Task Force initiatives:

- The TTF is still working on Integration Protocol for promoting relationships and identifying roles and responsibilities of the bomb teams, law enforcement and first responders when responding to incidents involving explosives.
- The TTF is scheduling a Hazardous Materials Training Symposium in conjunction with the annual Fire Rescue East Conference in Daytona Beach on January 23-25, 2013. The intentions are promote attendance by offering reduced rate (free?) Training courses local to the Florida first responders.
- Noting the large quantity of Chlorine & Ethanol that are transported daily throughout the U.S., there will be a more concerted effort to response training to the State under the Transportation Chemical Accident Emergency Response (TRANSCAER) Program. Mr. Paul Wotherspoon of FDEM has been designated Florida's representative on TRANSCAER. Typically, such training venues take about eight months to plan and last about three days but that is subject to the State's desires.

HMEP PROGRAM - PLANNING - Mr. Alan Pratt acknowledged that a request for a presentation on the Port of Tampa Ammonia Siren Notification System and/or corresponding "Shelter-in-Place" video has not been recently received. These types of presentations are periodically requested by interested schools, organizations and community groups in proximity of the Port of Tampa. Mr. Pratt identified that the informational brochure that was previously co-produced by the local Ammonia facilities and the LEPC was included within the LEPC Agenda materials.

FACILITY DISASTER PLANNING SUBCOMMITTEE (FDPS) - Mr. Meyer recognized that the FDPS held their quarterly meeting on July 18th and acknowledged that a full Recap of the meeting was included in the Agenda materials. Mr. Meyer identified the following highlights regarding current Subcommittee initiatives:

- anticipated conduct of a workshop on FEMA's Private Sector Preparedness Certification process which could allow businesses to "self-certify" their own disaster plans. No date has been tentatively established.
- anticipate conduct of a workshop for fire department administrative personnel on the EPCRA & Tier II reporting process to identify facility requirement, timing and how this data is being utilized by their agencies and inquire how the LEPC can be of assistance to them. In fact, LEPC member Chet Klinger and I met with Largo Fire Department Administration on July 24th with the intent on gathering information of their utilization of reporting data and to ascertain information on their annual inspections process. It has been perceived that such a workshop may be mutually beneficial and may spur interest of future Subcommittee initiatives. It is anticipated that such workshop will be slated for January or perhaps February in conjunction with the Annual EPCRA: How-to-Comply workshops. It is envisioned that Chet Klinger & I may visit with another fire department or two in the interim in order to better guide workshop information.
- FDPS Subcommittee members are monitoring the progress for the potential of "Universal Credentialing." Universal Credentialing may enable facility representatives to access their impacted facilities much quicker and simpler by the establishment of some sort of universal badging system.

The next meeting of the Facility Disaster Planning Subcommittee is scheduled for Wednesday, October 17th. LEPC members and/or interested parties are always welcome to attend and encouraged to participate.

HMEP PROGRAM/TRAINING - Subcommittee Chair JJ Johnston identified that a breakdown of the 2012-13 HMEP Training budget was included in the LEPC Agenda materials (and below). The Subcommittee met earlier this morning. There is a provision in the current Contract to spend 25% of the entire annual budget allocation during the first quarter (i.e. July 1 - September 30). While two three-day Foam/Ethanol courses were scheduled in August for Pasco County and accounted for this provision, one had to be canceled last minute as a result of the threat of (then) Tropical Storm Isaac. We have been “scrambling” to try to find a late addition/alternative so that no funds would need to be returned. Just a couple of days ago, LEPC staff heard about a 160-Hr. Hazmat Technicians course being conducted by St. Petersburg College/Fire Academy for Pinellas County and, at this point, it appears “promising” that we would be able to capitalize on this course offering by funding five of the attendees from St. Pete Fire Dept., Seminole Fire Rescue, Pinellas Park Fire Dept. and/or Largo Fire Rescue. Subcommittee members and LEPC members were encouraged to identify training needs/proposals in association with the next HMEP Training Subcommittee meeting (i.e. November 28, 2012) so that the courses can be evaluated and submitted for approval for the remainder of the Contract period (i.e. July 30th). As frequently reminded, the pre-requisites for HMEP-funded courses are that they must be designed for public-sector first responders and that they must include a transportation component (or nexus). It is hopeful that there will be more courses proposed than dollars available.

The following constitutes a breakdown of the 2012-13 HMEP Training Contract expenditures:

Quarter	Date	Name	Expenses	Cumulative	Remaining
	BASE FUNDING UNDER 2012-13 HMEP CONTRACT				\$47,072.00
1	8/23-25/2012	Foam/Ethanol Training, Zephyrhills Fire Department	\$ 5,199.00	\$ 5,199.00	\$41,873.00
	8/27-29/2012	Foam/Ethanol Training, Pasco County Fire Rescue ²	\$ 5,199.00	\$ 10,398.00	\$36,674.00
	9/12-28/2012	160-Hr. Hazmat Tech (5 Students), Pinellas County	\$ 5,815.00	\$ 11,014.00	\$36,674.00
		1 st Qtr Admin. Expenses/July - Sept. 2012 <Estimate ¹ >	\$ 754.00	\$11,768.00	\$35,304.00
2	10/23-25/2012	E-Plan Users Conference (J. Patterson), Atlanta, GA	\$ 915.60		
		2 nd Qtr Admin. Expenses/Oct. - Dec., 2012			
3					
		3 rd Qtr Admin. Expenses/Jan. - March, 2013			
4					
		4 th Qtr Admin. Expenses/April - June, 2013			

FOOTNOTES:

- Administrative. expenses include indirects, internal service charges, auditing, building occupancy, travel time and small miscellaneous expenses. Please note that *italicized* “estimates” of administrative costs, where applicable, denote an estimation of anticipated administrative costs at the time of Agenda materials preparation and are presented for informational purposes only. Actual administrative expenses are tabulated at the end of each quarter, as is appropriate, and invoiced to the FDEM as part of the HMEP Contract deliverables.
- The Foam/Ethanol Training course originally scheduled for Pasco County Fire Rescue on August 27-29 was canceled on account of the threat of (then) Tropical Storm Isaac. It is anticipated that the course will be scheduled later in the Contract year.
- Italicization* of course(s), if applicable, signifies that the course(s) has been committed/approved but not yet conducted.

The next *scheduled* meeting of the Subcommittee will occur one hour prior to the next LEPC meeting (i.e. November 28, 2012 @ 9:30 a.m.) to discuss the status of expenditures and available training opportunities. **REGIONAL DOMESTIC SECURITY TASK FORCE (RDSTF)** - Having succeeded Ms. Amanda Shaw as RDSTF Staff for Emergency Management, Ms. Betti Johnson advised that a general update of current RDSTF initiatives was included in the LEPC Agenda materials. The Region 4 RDSTF serves Hillsborough, Pinellas, Pasco, Hardee, Polk, Hernando, Citrus and Sumter Counties.

USDOT's 2012 "EMERGENCY RESPONSE GUIDEBOOK" VIDEO - Mr. Meyer reminded members that he attempts to provide a speaker and/or find a short video that would be of interest and relevance to LEPC members and the public alike. With that being said, LEPC staff presented a short video recently produced by the USDOT's Pipeline and Hazardous Materials Safety Administration entitled the (2012) "Emergency Response Guidebook." Updated every four years, the ERG is primarily designed as a "go-to" resource for first responders for use during the critical first few minutes following a hazardous materials incident. The timing of video release coincided with the release of the 2012 version of the ERG. Limited quantities of the ERG books are available from the LEPC and/or County Emergency Management agencies. The referenced video is viewable from the following link: www.phmsa.dot.gov/hazmat/erg2012. Mr. Meyer acknowledged that there was an equally information short video prepared by Hazmat Solution, Inc. The link to that video is www.youtube.com/watch?v=dV1XfqZp_f4.

Following the presentation, Chair Ehlers affirmed that the ERG has saved countless lives by serving as such a quick and useful resource.

TRAINING/WORKSHOP/CONFERENCE OPPORTUNITIES - Chair Ehlers recognized that several training opportunities were identified within the Agenda materials. Information concerning the following events was provided.

- FDEM's Training and Events Schedule/**Region 4**, Various FL Locations/Times (Sept. - Nov. 2012)
- FDEM's Training and Events Schedule/**Region 6**, Various FL Locations/Times (Sept. - Nov. 2012)

The following additional course was identified by Ms. Betti Johnson of which further information was disseminated to LEPC members on September 20th through e-mail.

- "All-Hazards Communications Unit Leader" Workshop, October 22-24, 2012, TBRPC offices in Pinellas Park.

Capt. Robert Frierson (Florida National Guard/48th Civil Support Team) identified that they are working with Tampa Fire Rescue towards the conduct of a multi-agency exercise at Tampa International Airport on April 22-26, 2013. The particular scenario has not been established but is presumed to involve a WMD. Mr. Meyer agreed to disseminate information to those that will be participating as the information becomes available.

No further training opportunities were identified by the LEPC membership.

TAMPA BAY LEPC HAZARDOUS MATERIALS EMERGENCY RESPONSE PLAN UPDATE - Mr. Meyer advised that the updated Tampa Bay Hazardous Materials Emergency Response Plan was updated and submitted to FDEM prior to the June 30, 2012 deadline. Mr. Meyer acknowledged receipt of FDEM's acceptance of the revised Plan and has posted to the LEPC website (www.tbrpc.org/lepc). Upon ratification by the SERC expected in conjunction with their October 2012 meeting, the Plan will be promptly copied to a CD-Rom and provided to all required entities.

FLORIDA DIVISION OF EMERGENCY MANAGEMENT (FDEM)/REGION 4 QUARTERLY MEETING - Mr. Meyer thanked Ms. Amanda Shaw for preparing a summary of the FDEM Region 4 quarterly meeting conducted on June 8, 2012 at the offices of the Tampa Bay Regional Planning Council. The summary, which was included in the LEPC Agenda materials, was prepared prior to Ms. Shaw's resignation from TBRPC/RDSTF. The next quarterly meeting is scheduled for Friday, November 30, 2012 at a location yet to be determined.

LEPC MEMBERSHIP/BIENNIAL APPOINTMENTS - Mr. Meyer identified each July of all even-numbered years, the State Emergency Response Commission seeks to reauthorize each of the 11 LEPCs' membership rosters for additional two-year terms. However, since there was not a quorum present at the July SERC meeting, all LEPC members statewide were not officially reappointed. It is expected that this action will occur in association at the October 2012 SERC meeting.

The following LEPC District 8 membership roster will be reconsidered for "official" reappointment at the next SERC meeting (i.e. October 12, 2012). This membership roster has been supplemented to reflect membership modifications originally requested in conjunction with the July 8, 2012 meeting (highlighted in yellow) as well as those initially be considered for approval in association with the October 12, 2012 SERC meeting (highlighted in green).

PRIMARY	ALTERNATE	CATEGORY	PRIMARY	ALTERNATE	CATEGORY
Armstrong, Dean	William Orzech	Hospital	Shaw, Amanda Johnson, Betti	None William Wynne	Non-Elected Official
Atherton, Chris	None Christopher Barton	Local Option	Johnston, James	Greg Lindgren	Emergency Mgmt.
Burnett, David	James Wilson	Firefighting	Kemp, Jonathan	Janet Frazier- Henry Bryan Cook	Print & Broadcast Media
Calig, Hallie	None	Local Environmental	Kinley, Ed	None	Transportation
Castonguay, Steven	Gregg Rottler	Health	Klinger, Chester	N/A	Interested Citizen
Dorsey, Martin Chambers-Emerson, JoAnn	Cynthia Lewis-Younger Cynthia Lewis-Younger	Health Hospital	LeCroy, Steven	Robert Ballou	First Aid
Connors, Lance	Jon Tillis	Law Enforcement	Lofgren, William	N/A	Interested Citizen
Cooksey, Michael	Sandra Brooking	First Aid	McCarthy, Steve	Craig Maciuba	Firefighting
Crowther, Charles	James Terry	Firefighting	Pratt, Alan	Lynne Vadelund	Facility Operator
Dabrowski, Peter	N/A	Interested Citizen	Simpson, Steve	Don Hermey	Emergency Mgmt.
Davies, Scott	William Stanfield	Transportation	Steadham, Phillip	Richard Booth	Transportation
Douglass, William	Pamela Bartley	Transportation	Stewart, Jeffrey	Ron Kobosky	Facility Operator
Ehlers, Scott	Tom Forward	Firefighting	Terrell, Michael	Ron Koper, Sr.	Non-Elected Official
Fernald, Larry	Elliot Smith	Community Group	Tobergte, Jeff	Timyn Rice	Local Environmental
Fraday, Terry	Robert Knecht	Health	Touchton, Lesley	Michael Holtcamp	Water Mgmt. District
Gonzalez, Roberto	Dale Hanson	Transportation	Wade, Holley	Martin Montalvo Jeff Patterson*	Emergency Mgmt.
Griffin, Navin	Jessica Paxton	Law Enforcement	Walker, Richard	Paul Keller	Emergency Mgmt.
Guincho, Michael	James Markart	First Aid	Watson, Alain	Greg Cowden	Local Environmental
Hall, Glenn	Charles Rowe	Facility Operator			

OTHER LEPC BUSINESS

Republican National Convention. Chair Ehlers expressed his gratitude for everyone's assistance with the preparation and planning for the RNC. It was evident that the event was a success based on local and national acclaims. Chair Ehlers granted a special thanks to law enforcement who demonstrated tremendous restraint with the protestors during the event which allowed everyone else behind the lines to function with their particular roles.

TAMPA BAY LEPC LOGO SHIRTS - Chair Ehlers reminded members that LEPC Logo Shirts will always be made available in a variety of styles and colors. If interested, please contact Mr. John Meyer.

PUBLIC COMMENT - No comments were received from the audience members.

NEXT MEETING - Chair Ehlers advised that the next LEPC meeting date is Wednesday, November 28, 2012, same time and location.

ADJOURNMENT - Without objection and upon a motion for adjournment by Scott Simpson, a second by Jonathan Kemp, and without objection, the LEPC meeting was adjourned at 11:09 a.m.