



RECAP OF OCTOBER 12, 2012 STATE EMERGENCY RESPONSE COMMISSION MEETING

The October 12, 2012 SERC meeting was held at the Betty Easley Conference Center in Tallahassee. Mr. Bryan Koon chaired the meeting and called it to order at 10:02 a.m. and proceeded with the Pledge of Allegiance and an introduction of all in attendance.

Since there was not a quorum present of SERC members at the July 13, 2012 meeting, the October 12, 2012 SERC Agenda had a double allotment of *Minutes* to approve and membership changes to ratify.

APPROVAL OF MINUTES:

- **Approval of April 24, 2012 SERC meeting *Minutes*.** The *Minutes* from the April 24, 2012 meeting were considered for approval since a quorum of the SERC was not present at the July 12, 2012 meeting. The *Minutes* were approved unanimously.
- **Approval of July 12, 2012 SERC meeting *Minutes*.** The *Minutes* from the July 12, 2012 SERC meeting were approved unanimously.

NEW BUSINESS

- **Local Emergency Planning Committees Biennial Appointments.** Mr. Lou Ritter (FDEM staff) requested SERC to consider re-certification of all LEPC members for additional two-year terms. This item had to await re-consideration of SERC approval since a quorum of SERC members was not present at the July 13, 2012 meeting. Additional membership changes requested in conjunction with the July 13, 2012 SERC meeting were reflected in the biennial appointment listing. The biennial re-appointment of all LEPC members was approved unanimously. The following LEPC District 8 LEPC membership changes were formally incorporated into the listing:
 - Ms. Joann Chambers-Emerson replaced Mr. Martin Dorsey as the “Primary” LEPC appointment for Tampa General Hospital - Florida Poison Information Center. In turn, Ms. Chambers-Emerson designated Ms. Cynthia Lewis-Younger of the same agency to be her “Alternate” on the LEPC under the “Hospital” category.
 - Mr. Jeff Patterson replaced Mr. Martin Montalvo as the “Alternate” LEPC appointment for Hillsborough County Emergency Management (HCEM). The “Primary” LEPC representative from HCEM remains Ms. Holley Wade and is labeled under the “Emergency Management” category.
 - Mr. Bryan Cook to replace Ms. Janet Frazier-Henry as the “Alternate” LEPC appointment for *Tampa Bay Times* (TBT). The “Primary” LEPC representative from TBT would remain Mr. Jonathan Kemp.

- **Local Emergency Planning Committees Appointments.** Mr. Lou Ritter requested approval of membership modifications solicited by each LEPC. SERC unanimously approved all of these changes. In LEPC District 8, the following LEPC membership modifications were requested:
 - Ms. Betti Johnson replaced Ms. Amanda Shaw as the “Primary” LEPC appointment for the TBRPC/RDSTF under the “Non-Elected Local Official” category. In turn, Ms. Johnson designated Mr. William “Avera” Wynne of the same agency to be her “Alternate” on the LEPC.
 - SFC Christopher Barton was designated the “Alternate” LEPC appointment for the 48th Civil Support Team (CST)/Florida National Guard under the “Local Option” category. The “Primary” LEPC representative from the 48th CST remains Capt. Christopher Atherton.
 - The LEPC memberships for Capt. Steven LeCroy (Primary LEPC appointment) & Chief Robert Ballou (Alternate LEPC appointment) were rescinded due to the recent retirement of Capt. Steven LeCroy. These individuals were from St. Petersburg Fire Rescue and served under the “First Aid” category

- **Approval of LEPC Plans.** Ms. Isabell Parker (FDEM staff) recognized that each of the 11 Local Emergency Planning Committee’s updated their Hazardous Materials Emergency Response Plans in accordance with the respective FDEM/LEPC contracts. According to Ms. Parker, *“all of the Plans were found to be in compliance with the respective criterion.”* Acceptance of the Plans, including revisions, were approved unanimously by the SERC.

- **Thomas Yatabe-SERC Award Nominations and Certificates of Appreciation.** Mr. Henry Turner (FDEM staff) recognized that the SERC Agenda materials contained a listing of nominations for the Thomas Yatabe Award winners and recipients of “Certificates of Appreciation” as proposed by each of the 11 LEPCs. The Awards signify *“Outstanding contribution made in the implementation and support of the Emergency Planning and Community Right-to-Know Act through achievement(s), accomplishment(s) or superior participation in hazardous material planning or response.”* The SERC unanimously approved all recipients of the Award and *Certificates of Appreciation*. The recipients for LEPC District 8, to remain nameless at this time to maintain the element of surprise, will be presented their awards in conjunction with the January 25, 2013 SERC meeting or February 2013 LEPC meeting.

- **Adoption of Hazardous Materials and Explosive Ordnance Teams Integration Protocol.** Mr. Don Sessions, Training Task Force (TTF) Subcommittee Chair, identified that latest TTF initiative was to establish a set of practices/principles between the Hazmat & EOD teams designed to lead to better communication and coordination amongst these agencies when responding to future hazardous materials incidents. A few EOD members wanted assurance that efforts would not result in additional regulations but rather best available practices. SERC unanimously agreed to accept and approve the proposed protocols.

REPORTS

- **Report from SERC's Training Task Force (TTF).** Aside from discussion of the HazMat/EOD teams integration protocol recognized above, the following serve as additional topics addressed at the October 11th TTF meeting as presented by TTF Chair Don Sessions:

- Teleconference. A teleconference was held on September 5th to discuss: the HazMat/EOD Team protocol initiative; the upcoming Hazardous Materials Training Symposium; and the request for updates of the items contained on the TTF's Project Tracking Chart.
- Hazardous Materials Training Symposium.

- The Training Symposium will be held in conjunction with the 2013 Fire Rescue East Conference in Daytona Beach in order for many attendees to attend both venues at one location and reduce the expenses for Florida attendees by significantly reducing travel costs.
- The hazmat courses will be during the the afternoon of January 23rd and the morning of January 24th at a cost of \$87 for one day or \$175 for both days.
- The training curriculum is as follows:

DATE	TIME	TOPIC
Wednesday, January 23 rd	1:00 - 3:00 pm	Haz-Mat Team Bomb Technician Integration
	1:00 - 3:00 pm	RNC Preparations and Fire Department Role
	3:00 - 5:00 pm	Nuclear Power Plant Response
	3:00 - 5:00 pm	Chemical Suicide Response
Thursday, January 24 th	8:00 - 10:00 am	Haz-Mat Risk Assessment
	8:00 - 10:00 am	Introduction to Advanced Field Identification Techniques
	10:00 am - Noon	Hazardous Materials Medical Protocols/Toxidromes
	10:00 am - Noon	Basic Air Monitoring

- Course registration costs for public sector first responders could be covered under the LEPC's HMEP Program but not travel or lodging. However, such consideration could be granted upon approval of a cost-benefit analysis to be conducted by FDEM.
- LEPCs should notify Jonathan Lamm and/or Matt Marshall of Training Symposium attendees.
- State Homeland Security Grant Program (SHSGP). Money allotted for training of regional hazmat teams for 2013. Funding cycles are getting smaller and funding amounts are going down. Unspent and/or unallocated funds must be returned. Making large equipment purchases for Hills. County & Tallahassee USAR programs to account for funds. DHS is vying for the return of all unspent funds. If questionable, they are taking the funds back. Get claims in to John Koenke immediately. If appropriate curriculum, could possibly use funds to train bomb (EOD)/hazmat team integration. Must be clean and concise outline for approval consideration.
- Project Tracking Chart. The status of all Project Tracking Chart items were discussed. Many of the listed items were moved to "Completed" or "Monitoring" status or removed from the list entirely. A new box has been added for TRANCAER (Transportation Community Awareness and Emergency Response) and assigned to Mr. Paul Wotherspoon.

- *Fatality Management Response in a Chemical, Radiological or Nuclear Environment: Con Ops and Action Steps Plan.* Matt Marshall identified that the Department of Health is about to publish the referenced document with a hazardous materials section/component. This section should be reviewed by the TTF and will be a partial discussion item at the next TTF teleconference.
 - *Next Scheduled TTF Conference Call.* The next quarterly TTF conference call has been scheduled for December 12th at 1:30 p.m. and will focus on refining issues of the Training Symposium and other issues.
- **Report of New EPA Tier II Reporting.** Mr. Paul Wotherspoon (FDEM staff) announced that EPA will be requiring additional information in regard for the Tier II reports starting in 2014 (for the 2013 Reporting Year). The additional information or changes to the Form include:
 - identification of latitude and longitude coordinates;
 - identification numbers assigned under Toxic Release Inventory (TRI) and the risk management planning (112R) of the Clean Air Act;
 - identification of whether hazardous chemical are stored at manned/unmanned location;
 - identification of the maximum number of occupants that may be present at the facility at one time;
 - Allow facility contact telephone numbers to be an *optional* data element;
 - identification of facility emergency coordinator contact information as well as e-mail address for owner/operator and emergency contact(s);
 - Allow “parent company” contact information to be an *optional* data element;
 - identification of whether facility is subject to EPCRA Section 302 and if the facility is subject to the Clean Air Act Section 112(r), Risk Management Program;
 - revised form will include listing of range codes for reporting maximum and average daily volumes of chemicals, although Florida will still requires the reporting of maximum daily volume **in pounds**;
 - Addition of separate data fields for reporting pure chemical and mixtures in the chemical reporting section of the Tier II;
 - Require a description of the storage types and conditions rather than the former reporting codes; and
 - allow ample space to identify any additional State or local reporting requirements or to voluntarily report hazardous chemicals below the reporting thresholds.
- **Financial Status Report.** Mr. Wotherspoon reported that the SERC Agenda materials contained numerous tables and graphs depicting a comparison of the various revenues and expenditures associated with FDEM’s Hazardous Materials Planning and Risk Management Planning Programs over the past two years. There was slightly less revenue this year compared to last year. As was previously identified, some of the difference could be attributed to the waiver process of fines that has been initiated for facility’s that were unaware of filing requirements. There has been a focus to reach out to facilities that are required to report (e.g. golf courses, hospitals...). The federal HMEP grant pays some of the staff salaries which is not included in the Financial Statement nor is the radiological program which is funded by the power companies. The financial figures are exclusive of the HMEP Program.
- **Hazardous Materials Incidents Reports.** Mr. Chris Stevens (FDEM staff) advised that detailed listings of Section 304 investigation, as well as fixed facility and transportation-related hazardous materials incidents were prepared and included with the Agenda materials to describe incidents occurring between the period of June 1 - August 31, 2012. Such Reports included documentation of these incidents and portrayed the number of persons evacuated, injured or deceased down to LEPC District and ultimately County level.

The following constitute the hazardous material incidents recorded for District 8 during this period, including an enumeration of those evacuated, injured or deceased:

County	Date of Release	Type*	Chemical	Amount Released (Lbs.)	Business Type	# Evacuated	# Injured	# Fatalities
Hills.	6/09/12	TR	Gasoline	Unknown	Aircraft Accident	0	0	1
	6/15/12	TR	Natural Gas	Unknown	Pipeline/Construction	Unknown	0	0
	7/09/12	304	Tetrachloroethylene	14	Dry Cleaning	N/A	N/A	N/A
	7/24/12	304	Anhydrous Ammonia	Unknown	Transportation	N/A	N/A	N/A
	8/23/12	TR	Gasoline	592	Aircraft Accident	1	0	0
Manatee	7/01/12	304	Anhydrous Ammonia	86	Citrus Frozen/Mfg.	N/A	N/A	N/A
	7/09/12	TR	Diesel Fuel	370	Traffic Accident	1	0	1
Pasco	6/05/12	304	Acid - Unknown Type	Unknown	Apartments	N/A	N/A	N/A
	8/05/12	TR	Diesel Fuel	742	Traffic Accident	0	0	3
Pinellas	6/12/12	FF	Propane	500	Restaurant	Unknown	0	0
	6/25/12	TR	Natural Gas	Unknown	Pipeline/Strip Mall	7	0	0
	7/07/12	304	Sulfuric Acid	99	NS/Military	N/A	N/A	N/A
	7/25/12	TR	Natural Gas	Unknown	Pipeline/Construction	Unknown	0	0
	8/01/12	TR	Gasoline	Unknown	Aircraft Accident	0	2	0
	8/26/12	304	Chlorine	2	RO/WTP	N/A	N/A	N/A
	8/26/12	FF	Chlorine	2	WTP	Unknown	0	0
TOTAL →						9	2	5

* - FF = Fixed Facility incident / TR - Transportation-related incident / 304 - Section 304 Investigation (Closed)

- **Hazardous Materials Incidents Reports.** Mr. Henry Turner identified that various graphics were provided within the SERC Agenda materials to depict various staff functions and initiatives. These included:
 - annual revenues received monthly by the EPCRA & RMP programs since 2011-12;
 - detailed breakdown of annual appropriations for the Hazardous Materials Planning & Risk Management Planning Programs since FY 2011-12;
 - potential Section 304 Investigations for each District and County by date;
 - comparison of hazardous materials incidents reports by District (from June 1- August 31, 2012);
 - annual comparison of the Statewide number of Hazardous Materials Incidents Reports since 2002;
 - monthly enumeration of Hazardous Materials Incident Reports since 2002;
 - *Total Chemical Count* by District;
 - number of Notice of Violations issued statewide for 2011-12; and
 - quantification of monthly Technical Assistance Calls Since June 2011.

When queried by SERC Member Nancy Stevens as to reason for the drastic “spike” in technical assistance calls recorded by FDEM staff in February 2012 (5,220 calls), Mr. Paul Wotherspoon responded that the primary reason was the complexity involved with facilities filing their reporting requirements in the FloridaHMIS.org system. The FDEM is currently seeking a new program which would be easier for the facilities to prepare the reporting as well as the State, Fire Departments and LEPCs to manipulate the data.

- **Update on LEPC Activities.** Subcommittee Chair Jennifer Hobbs provided a briefing of the items discussed at yesterday’s LEPC Staff & Chairs meeting. The items included:

- a brief presentation was provided by Mr. Kelly Godsey of the Tallahassee office of the National Weather Service (NWS). Part of the presentation identified that the NWS now has the technology and capability of providing plume modeling for hazmat incidents using their “HYSPLIT” model. Their research has concluded that the HYSPLIT model is more accurate for “large-scale” incidents but the CAMEO/Aloha model would be better for modeling smaller incidents.
- a brief presentation was provided by Mr. Forest Willis of the Seventh Coast Guard District. Mr. Willis emphasized the importance and mutual benefit of communication and coordination between the USCG and the LEPCs to maintain consistency and continuity of planning and response operations. [*Status in Tampa Bay - Interaction already occurring, LEPC District 8 has USCG representation on the LEPC (i.e. LCDR Navin Griffin & Lt. Jessica Paxton) and LEPC staff and other LEPC members are members of USCG/Sector St. Petersburg’s Area Contingency Planning Subcommittee which typically meets bi-monthly*]
- a brief presentation was provided via teleconference by IDSI staff on *Tier II Manager*. With the intent of bolstering electronic filing participation considerably, Mr. Paul Wotherspoon identified that FDEM/SERC is seeking a cost-effective alternative program for electronic reporting in the State of Florida. The current system (i.e. FloridaHMIS) is not too user-friendly, “takes a programmer to manipulate the data” and has resulted in only 49% of facilities filing electronically. The alternative program must be:
 - easier to use and more user-friendly in terms of data entry (by facilities) and manipulation (by FDEM, Fire Departments and/or LEPC);
 - can accept a payment module;
 - can establish limitations of data availability catered to a user’s need; and
 - must be able to upload from/download to various programs.

IDSI staff acknowledged that the Tier II Manager is currently being administered in 14 States and by 2,365+ LEPCs with 350,000+ businesses portraying their inventories electronically. Passwords to the system would be provided to the facilities by FDEM/SERC. All facilities from one company would be accessible from a single screen. Safeguards for the protection of data include encryption and firewalls installed on the State’s website where it will be kept and initial screening of people requesting such data under EPCRA. Mr. Wotherspoon acknowledged that the data would be transferred to E-Plan much more frequently than presently exists with the FloridaHMIS system due to ease. Mr. Wotherspoon expressed an interest in formulating a Subcommittee comprised of fire department personnel and representatives from large companies to review the various alternative program(s).

- Ms. Hobbs concluded her remarks by recognizing that the majority of accomplishments achieved by each LEPC is captured in the *Hazmatters* section of the backup SERC Agenda materials.

The following serve as the documented tasks identified by LEPC District 8 staff for the period of June- August 2012:

- District 8 was involved in a number of HMEP and LEPC co-sponsored activities during the quarter. Staff attended the SERC quarterly meetings held in Jacksonville at the Aloft Hotel/Tapestry Park on July 12-13 and will be conducting the District 8 LEPC quarterly meeting on September 19th. In addition, staff and/or LEPC members attended the FDEM Region 4 quarterly meeting on June 8th at the offices of the Tampa Bay Regional Planning Council under the leadership of FDEM Region 4 Coordinator Paul Siddall. LEPC staff and/or member(s) participated in a September 5th teleconference administered by FDEM regarding the furthering of Training Task Force initiatives.
- The LEPC's Facility Disaster Planning Subcommittee (FDPS) met on July 18th. Invigorated with new membership garnered from prior forums and/or workshops, discussion items included: forwarding of specific FDPS recommend-dations to FDEM regarding the integration of pertinent hazardous materials information into the Facility Business Disaster Survival Kit prior to posting to FDEM's website; FEMA's "Private Sector Preparedness Certification" program; updates anticipated for the 2012 Tier II reporting; update on the Memorandum of Understanding between SERC & USEPA regarding potential funding of "Supplemental Environmental Projects" in lieu of EPCRA violation fines; and benefits that would be expected from soliciting and acquiring representation from fire department(s) on the Subcommittee. The FDPS anticipates hosting a workshop designed for first responders to identify the Tier II compliance requirements and procedures in December or January and in conjunction with the annual How-to-Comply Workshops routinely scheduled by LEPC staff.
- The LEPC's HMEP Training Subcommittee will meet again on September 19th to strategize training opportunities for the remaining \$35,304+ in HMEP Training funds. All funds must be spent by the end of the Contract period (i.e. by June 30, 2013). Based on consensus reached at the 5/30/12 Subcommittee meeting, Foam/Ethanol training was commonly requested across the Region. To meet this demand, it is anticipated that this course will be scheduled within each County at varying times of the Contract period. All HMEP training venues: must be intended for public-sector First Responders; must be "cost effective" as determined by FDEM; and must include a transportation component or nexus.
- With funding from the HMEP program, a 40-hour "Hazwoper/Clandestine Drug Lab Certification" course (July 9-13, 2012) and a 24-Hr. "Foam/Ethanol" course (August 23-25) were each conducted and targeted Pasco County first responders. A additionally scheduled Foam/Ethanol course (i.e. August 27-29) had to be canceled at the last minute on account of the threat of Tropical Storm Isaac. An alternate course is being actively solicited for the use of these funds. [*Update: FDEM authorized the funding of five Pinellas County hazmat team members to attend the 160-Hr. Hazmat Certification course in lieu of the additional training*]
- In terms of miscellany, LEPC staff additionally: submitted the annual update of the Tampa Bay LEPC Emergency Response Plan (June 29th); coordinated the distribution of 17,600 copies of the Emergency Response Guidebook with local Emergency Management agencies (June 28th & July 3rd); attended the Tampa Bay Spill Committee & U.S. Coast Guard Area Contingency Plan meetings (July 10th); submitted deliverables for a biennial exercise entitled "Investigate Every Danger" conducted on May 25, 2012 (July 20th); attended the Ammonia Handlers/Operators of Tampa meetings (June 20th & August 1st); facilitated the Pinellas Police Standards Council meetings (June 13th, July 11th & August 8th); apprised the Tampa Bay Regional Planning Council of current/recent LEPC program initiatives at their meetings (June 4th & August 16th); loaned 97 LEPC exercise vests to FDEM Region 4 Coordinator Paul Siddall for use at the Republican National Convention event (August 17th); and coordinated authorization for the attendance of one LEPC member (i.e. Jeff Patterson/Hillsborough County Emergency Management) to the future E-Plan Users Conference in Atlanta, GA (August 17th).

OTHER BUSINESS

- Mark Helms of the Ethics Commission identified that “Financial Disclosure” forms need to be completed and provided by SERC members on July 1st of each year. The purpose is to determine whether there may be conflicts of interest. The disclosure is essentially a “snap shot” of a person’s status on December 31st of each year. If the disclosures are not filed by September 1, the individual is subject to a \$25/day delinquency fee up to \$10,000. The forms shall be mailed directly to the Ethics Commission.
- Supplemental Environmental Projects (SEPs). Mr. Paul Wotherspoon identified that many states have websites dedicated to SEPs. The State of Illinois recently proposed to partner with Florida on SEP website design, which is currently in the infancy stage. It is anticipated that the website would contain a listing of pre-approved SEPs.
- Richard Smith (SERC Member & Leon County Emergency Management Director) announced that this will be his final meeting.
- SERC Chair Bryan Koon thanked Mr. Smith for his dedication to hazardous materials planning and awareness and his years of faithful public service.
- Ms. Heather Stearns (SERC Legal Counsel) announced that this may also be her final meeting since she has recently accepted a position with the Office of the Governor’s legal counsel.

COMMENTS & ADJOURNMENT.

- **Next Meeting.** It was announced that the next SERC meeting will be held in Daytona Beach at the Hilton Ocean Front Hotel on January 25, 2013. This meeting is being held in conjunction with the Fire Rescue East Conference/Hazardous Materials Training Symposium. Mr. Tim Kitchen (ECFRPC staff) indicated that he will send out a link for hotel reservation with discounted room rates reserved for the ECFRPC.
- **Adjournment.** The SERC meeting was adjourned at 11:37 a.m.