



RECAP OF OCTOBER 8, 2010 STATE EMERGENCY RESPONSE COMMISSION MEETING

The items of business were:

- **Approval of July 9, 2010 SERC meeting Minutes**

NEW BUSINESS

- **Approval of new/revised Local Emergency Planning Committee Appointments (Statewide).** The SERC unanimously approved all new LEPC appointments requested by each of the 11 LEPCs. As a subset of this approval, the following changes were recognized for the District 8 LEPC membership: Mr. Paul Keller as the *Primary* and Mr. Doug Meyer as the *Alternate* member from Pinellas County Emergency Management (PCEM). These assignments fill a vacancy created by the former departure of the *Primary* member from PCEM. In addition, Deputy Jon Tillis replaced Deputy Susan Shute as the *Alternate* LEPC representative from the Hillsborough County Sheriffs Office.
- **LEPC Hazardous Materials Emergency Response Plans.** FDEM staff recognized that the annual updates of all 11 LEPC Plans were previously submitted, revised as may have been necessary and now all “meet the LEPC Hazardous Materials Emergency Response Plan Compliance Criteria.” SERC unanimously approved acceptance of all 11 Plans.
- **Thomas Yatabe Awards Nominations & Certification of Appreciation.** The SERC unanimously approved all individuals nominated for the Thomas Yatabe Award by their respective LEPC as well as those meritorious of a Certificate of Appreciation. The nominations are being withheld from this recap until the Award and Certificates are publicly presented in association with the January 7, 2011 SERC meeting.
- **Hazardous Materials Awareness Week.** The SERC unanimously declared the week of February 13-19, 2011 as Hazardous Materials Awareness Week. This year’s theme will be “Shelter in Place,” a topic very familiar to LEPC District 8 especially considering the types and quantities of hazardous materials within and adjacent to the Port of Tampa.
- **Training Task Force Membership Guideline Changes.** Upon agreement to replace multiple references to “agencies” with “entities” requested by one SERC member, the SERC unanimously approved the recommended revisions to the TTF membership guidelines, including the addition of a second Alternate within each District and the replacement of all current references to the SERC’s “Subcommittee on Training” with “Training Task Force” due to the re-establishment of Subcommittee names. As a matter of information, Mr. Jeff Tobergte was named the Alternate TTF member to Mr. Scott Ehlers within LEPC District 8.

REPORTS

- **SERC's Training Task Force (TTF).** Aside from work products and efforts discussed as part of the SERC Agenda (recognized above), the following highlights of the October 7, 2010 TTF meeting were also recognized by Don Sessions, TTF Chair, and/or FDEM staff:
 - **Teleconferences.** Mr. Don Sessions indicated that teleconferences were held on August 11, September 8, and September 29, 2011 to discuss revisions to hazardous materials section of the Field Operations Guide (FOG). These revisions will be discussed one more time via teleconference amongst the TTF members prior to providing to the SERC for consideration of adoption, which is currently anticipated for January 7, 2011. The other topic of considerable discussion were the change to the TTF membership guidelines as outlined in greater detail above. The next TTF meetings are tentatively scheduled for November 10th (2:00 p.m.) And December 8th (10:00 a.m.).
 - **E-Plan.** It was previously determined electronic filing would be the preferred method for all Section 302 facilities to annually submit their Tier 2 chemical inventories and the Hazardous Materials Information System (HMIS) would be “engine” in which to provide this information. This information would then be transferred to E-plan which, by design, could be easily accessed by first responders. However, according to Ms. Shanti Smith, Mr. Sam Brackett & Mr. Rob Stoner, proper transfer of this information between the HMIS & E-Plan databases has been difficult and time consuming to achieve due to the different data fields and remains “a work in progress.” However, once operational and correct, E-plan is intended to provide a listing of all chemicals on-site, not just the Extremely Hazardous Substances, and will be especially useful and beneficial to the first responders arriving at a hazardous materials incident. Mr. Matt Marshall confirmed that the “plume modeling” component of E-Plan is still in the beta-testing phase.
 - **Secure Portal.** Chief Mike Murphy identified there is/will be a dire need to a secure portal to place many of the finished work products of the Training Task Force due to sensitive information that may be contained within the document. This portal would need to be password protected and accessible only by those intended. The portal could also accommodate many other products such as training videos.
 - **HMEP Grant Guidelines.** It was recognized that Mr. Paul Wotherspoon (FDEM Staff) had provided a presentation on the use of Hazardous Materials Emergency Preparedness grant funds and, in particular, the guidelines and procedures during the LEPC Staff & Chairs meeting.
 - **Project Chart.** Many new initiatives were added to the Project Tracking Chart, including: IR Spec & Raman Model SOP and Long Term Costs and Maintenance; RIID Model SOP and Long Term Costs and Maintenance; Awareness Level Training for White Power SOP developed by Jack Pittman/DOH; Best Practices from latest ORE; First Responders/Haz Mat Team Awareness training for a RAD event; Review of new federal regulations concerning Marine Firefighting requirements for petroleum bearing vessels; Secure Portal for access to products developed by TTF; and develop cadre of SEMs from SERC recognized Haz Mat teams and State Agencies.
- **Financial Status Report Update.** Ms. Shanti Smith advised that a comparison of Emergency Planning and Community Right-to-Know Act (EPCRA) and Risk Management Planning (RMP) revenues between FY 2008-09 and FY 2010-11 (through August 2010) were included in the Agenda materials. A detailed breakdown of program costs for the Hazardous Materials Planning Program and the RMP Program for FY 2009-10 and expenditures of each program for FY 2010-11 (through August 2010) were also provided.

- **Hazardous Materials Incidents Reports.** Mr. Sam Brackett advised that detailed listings of fixed facility and transportation-related hazardous materials incident were prepared and included the Agenda materials to describe incidents occurring between the period of June 1, 2010 and August 31, 2010. Such Reports documented these incidents and portrayed the number of persons evacuated, injured or deceased down to the LEPC Districts and corresponding level. SERC Member Richard Smith requested that the latter described data set include an additional column to depict the “Cause of Injury.”

The following constitute the hazardous material incidents recorded for District 8 between June 1, 2010 and August 31, 2010 involving evacuation, injury(ies) and/or death(s):

| County | Date of Release | Type* | Chemical | Amount Released (Lbs.) | Business Type | Evacuations | # Injured | # Fatalities |
|----------------|-----------------|-------|------------------|------------------------|-----------------------|-------------|-----------|--------------|
| Hills | 6/13/10 | FF | Natural Gas | Unknown | Apartment Complex | 100 | 0 | 0 |
| | 7/24/10 | FF | Sulfuric Acid | 767 | Refrigerated | 0 | 2 | 0 |
| Manatee | NONE IDENTIFIED | | | | | | | |
| Pasco | 6/01/10 | TR | Gasoline | Unknown | Aircraft Accident | 0 | 1 | 0 |
| Pinellas | 7/06/10 | FF | Hydrogen Sulfide | Unknown | Restaurant | 16 | 0 | 0 |
| | 7/13/10 | FF | Natural Gas | Unknown | Grocery Store | 0 | 1 | 0 |
| | 7/19/10 | FF | Natural Gas | Unknown | Pipeline/Construction | 10 | 0 | 0 |
| TOTAL → | | | | | | 126 | 4 | 0 |

* - FF = Fixed Facility incident / TR - Transportation-related incident.

Supplemental information also contained in the SERC Agenda materials, including annual comparisons of:

- annual comparison of the overall Statewide number of Hazardous Materials Incidents Reports;
- *Petroleum vs. Non-Petroleum Hazardous Material Incidents by LEPC District;*
- *Fixed Facility vs. Transportation Related Incidents by LEPC District;*
- Statewide monthly and annual hazardous materials incidents tabulations;
- annual comparisons of Statewide number of Section 302 & 312 chemicals;
- *Section 313 Toxic Release Inventory Forms;* and
- annual quantification of the *Notice of Violations/Second Notices* issued.

- **Update on LEPC Activities.** SERC Member George Danz summarized the following highlights of the LEPC Staff & Chairs meeting:

- *Hazmatters.* Mr. Danz recognized that the various tasks and accomplishment of each LEPC District is identified in the *Hazmatters* section of the backup SERC materials.

The following accomplishments were identified for District 8, primarily for the period of June - August 2010:

- attended the Quarterly SERC meeting at the ECFRPC on July 8-9, 2010 and conducted the LEPC meeting on August 25, 2010;
- the LEPC’s Facility Disaster Planning Subcommittee met on July 15, 2010. The primary, self-established, objectives of the Subcommittee remain: incorporation of an interactive hazardous material component into the *Florida Business Disaster Survival Kit* (www.fldisasterkit.com), as funding will permit; perpetually update the

LEPC website (i.e. www.tbrpc.org/lepc) with data pertaining to LEPC activities and initiatives as well as serving as an invaluable resource for hazardous materials planning information and resources; and provide training of local hazardous materials industry personnel to the maximum extent possible or feasible.

- participated in a series of teleconferences administered by the Florida Division of Emergency Management primarily to discuss: updates to the Hazardous Materials section of the Field Operations Guide; necessary revisions to the TTF membership guidelines; and updates/status reports on the TTF's "Project Board." (August 11, September 8 and September 29, 2010 teleconferences);
 - assisted in the completion and submittal of the "Grand Response After Action Report." The Report was based on a full-scale exercise conducted in May at the Tampa Port Authority and involved the simulated release of Methyl Bromide at the facility. FDEM staff subsequently determined that the exercise and corresponding Report met the biennial exercise requirement.
 - incorporated final "minor" revisions to annual update of the *Tampa Bay Hazardous Materials Emergency Plan* at the request of FDEM staff. (The Plan was subsequently accepted by the SERC in conjunction with their October 8, 2010 meeting);
 - in association with the District 8 HMEP Contract, LEPC staff coordinated the conduct of a *Intro to CAMEO* course in Pinellas County (June 15-17, 2010), a *Hazcat Level 1* training course in Pasco County (August 24-27, 2010), as well as Hydrogen Cyanide Firefighting training (August 27-29, 2010) and *Hazardous Materials Life Safety and Command* courses in Manatee County (September 8-10, 2010). Conduct of these courses accounted for the remaining funds associated with the FY 2009-10 HMEP Training Contract. It is anticipated that the LEPC's Training Committee will convene on the morning of the next scheduled LEPC meeting (i.e. November 17th) to solicit nominations for the Training Subcommittee Chair position and strategize training opportunities for the 2010-11 HMEP funding cycle.
 - represented the Tampa Bay LEPC at the July 13, 2010 and subsequent September 14, 2010 meetings of the Tampa Bay Spill Committee and the U.S. Coast Guard Area Committee which immediately followed. The newly-appointed Commander of U.S. Coast Guard/Sector St. Petersburg (Captain Sheryl Dickinson) was introduced to the Committee during the July meetings.
 - assisted with the July 14, August 11 and September 8 meetings of the Pinellas Police Standards Council held at the Council offices.
 - attended the Ammonia Handlers/Operators meetings held on June 23 & July 28 (at the Hillsborough County Emergency Operations Center) as well as August 24 (at Yara North America) and subsequently September 28 (at CF Industries).
 - attended the Quarterly Region 4 FDEM quarterly meeting on September 3 at the recently-opened Polk County Emergency Operations Center. Mr. Paul Siddall (FDEM staff) chaired the meeting.
- **Next Meeting.** It was announced that the next SERC meeting will be held at the Crowne Plaza Hotel in Ft. Myers on January 7, 2011. While the April 8, 2011 meeting will be held in Tallahassee, SERC members were reminded that the July 8, 2011 meeting was tentatively scheduled for the Pensacola area as will be hosted by the District 1 LEPC.
 - **Adjournment.** Following a motion and a second, the SERC meeting was adjourned at 11:21 a.m.